

**VILLAGE OF BURBANK**

SPECIAL MEETING

SEPTEMBER 16, 2023

**CDBG SIDEWALK PROJECT**

Council President Dickson called the meeting to order at 9:04 AM.

The following officials were present for this meeting: Terry Moore, Jay Byler, Thomas Lenhoff and Marti McCord, Fiscal Officer - Gary Harris, Mayor Wilkinson arrived at approximately 9:15. Also in attendance Visitors Michael Graves, Zach Kelly, Justin Edwards and Bud Kelly.

Gary reporting:

- reading from the Agenda distributed to all of Council, Gary reiterated the need for Council to confirm which trees are to be removed as well as any bushes and reported that Solicitor Michelson is standing by waiting for any phone call needing legal input – a discussion took place, photos of all of the trees and bushes in question were circulated and after further discussion it was decided to walk Front Street and visit each site having trees and bushes needing removal and/or trimming
- prior to the walk a discussion took place about the targeted year of completion for the CDBG Grant sidewalk project – after comments were made, Council decided to continue to target doing our best effort to obtain bid pricing and to complete this project in 2023 realizing that for multiple reasons such as delayed funding approval by the State, contractors not having an open schedule time for the remainder of 2023, etc., Council understood and accepted the fact that this project could possibly move out to 2024 even with our best efforts to make it happen in 2023 due to factors beyond Village control
- prior to the walk, **Terry made a motion to not remove any of the trees, to proceed to cut out and remove roots as needed and to trim back all bushes - upon return from the walk, no second to this motion was offered**
- upon return from the walk, **Jay made a motion to remove the 5 trees identified during the walk, 2 located at 39 Front Street, 1 located at 21 Front Street and 2 located at 15 Front Street and to have the property owners, at their expense, trim or remove the bushes at 15 and 39 Front Street, seconded by Marti. Roll-call Vote: Anna – aye, Terry – nay, Jay – aye, Thomas – aye, Marti – aye.** Motion passed
- Council agreed to inform all of the residents along the east side of Front Street on the timing noted above as well as notifying the owners at 15 and 39 Front Street that by the end of September they will need to trim or remove the bushes at their expense - to advise 15 Front Street that the one tree that they wanted to transplant, at the owners expense, must also be done by the end of September, and to also let both of them know that for any bush or tree still standing when the work is finished and the roots have been

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cut-out to construct the new sidewalk, the Village cannot guarantee the longevity of any tree or bush due to root damage

- **Jay made a motion to remove the curb scheduled to be installed in front of 27 Front Street, seconded by Marti. Vote: 5 ayes, 0 nays**

Other Business

- Michael and Bud raised concerns about the speed of the trucks on E. Middle Street first thing in the morning as well as engaging Engine Brakes – Marti will bring this matter to the attention of the Creston Chief of Police and Council instructed Gary to purchase 5 “No Engine Brake” signs for the Village – Gary was also asked to obtain pricing on two flashing warning signs with “Traffic Light Ahead or Stop Ahead” and present to Council at the October meeting
- Bud raised concerns about parking along the sidewalk on E. Middle Street near or at 136 E. Middle Street and the risks caused by people crossing the street between or in front of or behind these parked cars – Marti will ask the Chief to instruct officers to issue parking citations
- Michael raised concerns about the flow of water along E. Middle Street and how the street is higher than the sidewalk and water flowing off the street is causing water to be in his basement and how he intends to build a sidewalk higher than the street, within the next few weeks, to prevent this from happening – Gary cautioned Council and Michael that the Village first needs to determine if this area is inside or outside of the Right-of-Way (ROW) before any work is done as there may also be legal matters to be considered – Jay to get with Ben to have Ben determine the ROW at and near 215 E. Middle Street
- Bud supported Michael’s comments on excess water flow on E. Middle Street and the need for catch basins along the north side of E. Middle Street – after some discussion, Council took note of Bud’s concerns and proposed solution and said that they will investigate this further

**There being no further business to come before Council, Marti made a motion to adjourn at 10:53 AM, seconded by Jay. Unanimous**

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X

X

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Mayor, David Wilkinson

Fiscal Officer, Gary Harris