

**MINUTES OF A REGULAR MEETING OF THE MILAN CITY COUNCIL HELD  
ON FEBRUARY 7, 2023  
147 WABASH ST. MILAN, MICHIGAN 48160**

Mayor Kolar called the meeting to order at 7:06 p.m.

Pledge of Allegiance.

**COUNCIL MEMBERS PRESENT:** Mayor Kolar, Pro-Tem Kerkes, Council Members Baldwin, Kofflin, Nie, Thompson, and Wayne.

**OTHER OFFICERS PRESENT:** City Administrator Jim Lancaster, City Clerk Lavonna Wenzel, City Treasurer Sarah Finch, City Attorney Steve Mann-Excused. Police Chief Don Tillery, MIS/Communications Director John Koehler, Main Street Director Jill Tewsley, and Parks and Recreation Director Ellen Bell.

**OTHERS PRESENT:** Milan Cub Scouts, Carrie Ritchie, and Dave Snyder.

**APPROVAL OF AGENDA:** February 7, 2023

Motion to approve the agenda with the addition to "Matters for Action" item 4, The licensing agreement between the city and Douglas Robison by Councilmember Kerkes, seconded by Councilmember Nie.

Motion carried unanimously.

**APPROVAL OF MINUTES:** January 17, 2023 - Regular Meeting Minutes

Motion by Councilmember Kofflin, seconded by Councilmember Thompson to approve the meeting minutes.  
Motion carried unanimously.

**CITIZENS MATTERS FROM THE FLOOR: (5-minute time limit per person)**

**A. Residents:** None

**B. Non-Residents:** Andrew Nolan introduced himself as the new Milan Youth League President.

**CONSENT AGENDA:**

- A. Approve Mayoral Appointments of Josh Kofflin to the River Raisin Watershed Council and James Boulahanis to the Board of Review.**
- B. Fundraiser, Parade, Solicitation and Special Event Request (Angelman Syndrome Foundation – Fundraising Event in Wilson Park – May 20, 2023 – from 9:00 am to 1:30 pm).**
- C. Fundraiser, Parade, Solicitation and Special Event Request (Milan Alumni Festival - at the American Legion Post 268 – September 29&30, 2023 – from 6:00 pm to 12:00 am).**
- D. Fundraiser, Parade, Solicitation and Special Event Request (Milan Youth League - Opening Day Parade – May 6, 2023 – from 10:00 am to 11:00 am – Line up at 9:30 am).**
- E. Receive and file Final FY2022 Audit Report.**

Motion by Councilmember Baldwin, seconded by Councilmember Kerkes to approve the Consent Agenda items A through E.  
Motion carried unanimously.

**MATTERS FOR ACTION:**

- 1. Approve the Second Reading Ordinance 2023-03 - AN ORDINANCE TO AMEND CHAPTER 1 "GENERAL PROVISIONS" OF THE MILAN CITY CODE BY AMENDING SECTION 1-11 "ENFORCEMENT AUTHORITY FOR CODE" TO INCLUDE ADDITIONAL PERSONNEL.**

**CITY COUNCIL MINUTES  
FEBRUARY 7, 2023  
PAGE TWO**

Continued...

Motion by Councilmember Baldwin, seconded by Councilmember Nie to approve the second reading.

**Roll Call Vote: Ayes: Seven, Nays: Zero.** Motion carried unanimously.

- 2. A Approve the Second Reading of Ordinance 2023-04 - AN ORDINANCE TO AMEND MILAN CITY CODE CHAPTER 13¼ "MUNICIPAL CIVIL INFRACTIONS", SECTION 13¼-1 "DEFINITIONS" BY AMENDING THE DEFINITION OF "AUTHORIZED CITY OFFICIAL AND AUTHORIZED LOCAL OFFICIAL" TO ALSO INCLUDE RENTAL HOUSING INSPECTORS.**

Motion by Councilmember Kofflin, seconded by Councilmember Thompson to approve the second reading.

**Roll Call Vote: Ayes: Seven, Nays: Zero.** Motion carried unanimously.

- 3 Approve the Planning Commission's Recommendations of Rezoning 55 Dexter Street, from R-2, Two Family Residential District to GB, General Business District.**

Motion by Councilmember Nie, seconded by Councilmember Thompson to approve rezoning

Motion carried 6-0. 1 Abstain

- 3. Approve the transfer of the F&V Contractual \$3,500 Performance Bond to the Maintenance Budget.**

Motion by Councilmember Nie, seconded by Councilmember Kerkes to approve the transfer.

Motion carried unanimously.

- 4. Approve Licensing Agreement between the City of Milan and Douglas Robison.**

Motion by Councilmember Nie, seconded by Councilmember Baldwin to approve agreement.

**BILLS PAYABLE AND PAYROLL: \$459,340.06**

Motion by Councilmember Baldwin seconded by Councilmember Kerkes to pay the bills as presented.

Motion carried unanimously.

**CITIZENS MATTERS FROM THE FLOOR:** (3-minute time limit per person)

**A. Residents:** None

**B. Non-Residents:** None

**MAYOR, COUNCIL & STAFF REPORTS AND/OR COMMENTS:**

**City Administrator Lancaster** commended DPW on their hard work during a water break. He provided updates on the Marijuana Application process. Lastly, he reminded everyone about tomorrow's Landlord Informational meeting here in the council chambers.

**Parks and Recreation Direction Bell** shared that the Tea Party was a success with a turnout of 91 participants. She announced upcoming events that still have tickets available.

**Mainstreet Director Tewsley** announced a new business coming to old chase bank building called "Play Station". She shared that Milan has been featured in an article on MLive. Ms. Tewsley provided updates on upcoming events.

**Councilmember Kerkes** thanked Ellen Bell and her entire family for hosting the Tea Party event and commended her for her Great work!

**CITY COUNCIL MINUTES  
FEBRUARY 7, 2023  
PAGE THREE**

**Councilmember Nie** is looking forward to the first Parks and Recreation “Heartfelt Daddy Daughter Dance”.

**Councilmember Wayne** shared update from Beautification Commission who is working on a Crooked Tree planting project. There are four crooked trees that will be planted throughout the city. She thanked Jay Sinclair for caring for the trees, Rod Hill, and Dave Baldwin for their help with the project. Ms. Wayne thanked Marcus McNamara and the OHM Advisors for their informative report.

**Councilmember Baldwin** reminded everyone about milanevents.org, that has had 96,000 event views and have posted 514 events since the site was created not even a year ago. Mr. Baldwin inquired about the next sidewalk work session/discussion. Mayor Kolar assured that once a timeline is worked out for a discussion, he will share the details.

**Councilmember Kofflin** thanked DPW for great job on handling the water break and snowstorm. He thanked Fire Department and Police Department for their efforts as always. Mr. Kofflin shared updates from Semcog council meeting. Lastly, he announced that the Human Public Library will be visiting the Center.

**Mayor Kolar** reflected on all development and progress happening in downtown Milan. He added, Dave Snyder is working on two different building projects. He is pleased to see Milan making a comeback from the covid recession as downtown seems to continue to grow and improve. He predicts the next article about Milan in MLive will be even better as the community is thriving.

**NEXT REGULAR MEETING:**

**Tuesday, February 21, 2023, (Agenda Item Submission Deadline, February 15, 2023)**

**CLOSED SESSION TO CONSIDER THE PURCHASE OR LEASE OF REAL PROPERTY UP TO THE TIME AN OPTION TO PURCHASE OR LEASE THAT REAL PROPERTY IS OBTAINED:**

Motion by Councilmember Kofflin, seconded by Councilmember Thompson to enter closed session at 7:37 pm.

**ADJOURNMENT:** Motion to adjourn the regular meeting at 8:09 pm, by Councilmember Nie, seconded by Councilmember Wayne.

---

Ed Kolar, Mayor

---

Lavonna Wenzel, Clerk