

REGULAR COUNCIL MEETING
MINUTES
January 16th, 2018
7:00 p.m.

Mayor Clark called the meeting to order at 7:00pm and led the Pledge of Allegiance.

Roll Call: Paula Tubalkain, Marty Hura, Ben Prescott, Bob Gaglione, Dave Sluka and Scott Weaver

Other Village Personnel: Mayor Linda Clark; Clerk-Treasurer, Jenny August; Village Solicitor, Michele Stuck; Police Chief Joe Urso; Village Administrator Bruce Rininger; Administrative Assistant Chelsea Gregor

Citizens Present: Greg Balbierz, Sue Steinberg, Steve Zabor, Jody Fiala, Kim Sumwalt, Toomas Tubalkain and Stacy Turner of the Villager

Moment of Silence: Carl Zeleznik and Sheila Heaton

Approval of Minutes:

The Mayor asked the Chief to clarify his statement from the December 19th Council meeting, during his report, to state where the speed limit increases to 35mph heading north.

- ❖ Motion to accept the minutes from the December 19th, 2017 Council meeting minutes by Ben Prescott, 2nd by Marty Hura- **All Ayes**
- ❖ Motion to accept the minutes from the January 1st, 2018 Special Council meeting minutes by Ben Prescott, 2nd by Dave Sluka- **All Ayes**

Mayor's Report:

The Mayor welcomed Dave Sluka and Scott Weaver as new Council members. She said it takes a lot of commitment and dedication to the Village to serve on Council and make decisions for the best interest of the whole community and thanked them both.

The Mayor then stated that it was with great regret that she and Council accepted Bruce's resignation as Village Administrator. She wished him the best of luck in his change of occupation and thanked him for his service to Village.

The projects for this year include finishing the E. High St. water line project, to bid out the W. Prospect St. storm sewer repair/replacement paving project this summer, bid out the Buchert Park Trail project, and to continue to work with the KSU students on designing and applying for funds to do the large and small dog park. Funds include applying for a Pet Safe Grant, the DMRC has committed \$5,000 to the park and Buckeye Pipeline is interested in donating after they see the dog park designs. The KSU students will be at the next Parks meeting.

Council approved applying for OPWC funds in May of this year. The money would be available July of 2019. The Village will be looking, with the help of CT, for the cost of repair or replacement of the reservoir on Reservoir Dr. due to letters requesting a repair from the EPA.

The Mayor met with First Energy Solutions and Energy Alliance regarding the residential electrical aggregate that the Village currently has. The Village is in its 9th year and it will expire in May. The Mayor will get two bids. If there are bids that are reasonable for the residents then a special Council meeting will be held to discuss the option and lock in the prices. One of the companies is offering

the same offer that the Village has now, which is a 6% discount for residential and 4% discount for commercial.

At Planning it was discussed that Don Schilling will not renew his term and Wes Hawkins showed interest in joining the BZA. The Mayor said that Michele did some research to find out if Wes can hold a position on both the Planning committee and on the BZA. She said that he can and asked Council to make a motion for Wes to submit a letter of interest.

- ❖ Motion to approve Wes Hawkins to submit a letter of interest for BZA by Randy Weaver, 2nd by Bob Gaglione-**All Ayes**

Citizens:

The DMRC wanted to share a few things with Council. Sue Steinberg introduced herself and stated that they want to apply for the Village to be a Buckeye Trail Town. The application is due by March 15th and would not cost anything for the Village. The entire trail is 1,500 miles, is marked by small blue flags and is run as a non-profit. The Village would receive a proclamation stating that it is a Buckeye Trail Town and the DMRC feels it would help attract travelers to feel welcomed and to visit local shops and restaurants.

Steve Zabor from the Rotary Club introduced the new bike racks that they purchased for the Village. They are made from recycled steel and in the USA. They will get signed agreements from businesses that have them on their property and will be verifying locations.

The DMRC then showcased two portable state law cross walk signs purchased for the Village that can be used for events such as Art on the Hill and the Potato Festival.

Greg Balbierz invited everyone to River Day on May 19th.

- ❖ Motion to accept the donations of bike racks and pedestrian crossings worth \$1,400 and \$800 by Randy Weaver, 2nd by Ben Prescott-**All Ayes**

Financial Reports:

The Local Government Officials conference is going to be March 22 and 23rd. Registration has not opened yet, but Jenny did reserve several rooms for Mantua Village. She will be in contact with each Council person once registration opens to see who wants to go.

- All funds ended 2017 with positive balances, however, we did end up needing to transfer \$7,000 into the sewer fund in order to meet financial obligations at the end of the year.
- We received **\$195,992** in revenues. We had a reimbursement check from ODNR for the Headwaters Trail that was around \$44,000. Otherwise a normal month.
- We spent **\$411,950** in payroll and operating expenses. (We made our semi-annual payment for debt in the amount of \$217,252, and we paid the 2018 Workers Comp bill for \$9633, and we paid RMS about \$50,000 for work on the Headwaters Trail. Otherwise, a normal month of expenses.
- Revenue Status- Overall, we received about 13% less than projected. Difference is mostly in the grant projects.
- Appropriation Status- We spent about 8% less than we anticipated, which is good.
- Water and Sewer software and tax software programs balanced with the UAN and the bank.
- There were no adjusting factors on the bank reconciliation.

- ❖ Motion to approve the Financial Reports by Ben Prescott, 2nd by Bob Gaglione-**All Ayes**

CORRESPONDENCE:

The Ohio Municipal League has a conference for Council members and one is offered in Independence. If anyone is interested, let Jenny know and she can get you registered. The Mayor received a letter from Medical Mutual that has a breakdown of the Villages new hospitalization. If any employee would like to take a look, they are in Jenny's office. The other correspondence was from CT Consultants. One is for the Nature Works Grant so that they can begin their design on the project, and the other is for the W. Prospect St. project. The Mayor needs authorization to sign the work authorization which is \$5,000 for the Buchert Park Trail, and \$67,500 for the W. Prospect St. project.

- ❖ Motion to approve the work authorizations for CT to by Marty Hura, 2nd by Randy Weaver-**All Ayes**

Bills of Resolution, Addendum Bills of Resolution

- ❖ Motion to approve the Bills of Resolution and Addendum Bills of Resolution by Ben Prescott, 2nd by Bob Gaglione-**All Ayes**

Legislation

ORD. 2017-45 AN ORDINANCE AMENDING SECTION 305.07(a) OF THE CODIFIED ORDINANCES OF THE VILLAGE OF MANTUA, IN ORDER TO MAKE SECOND STREET ONE-WAY SOUTHBOUND. *3rd Reading.*

Joe surveyed Second St. for a total of 256 minutes. He counted 19 vehicles, 4 of which were residents. The majority of vehicles were between 2pm-6pm, except for 3 of them. He did not encounter any with excessive speed along Second St.

- ❖ Motion to approve by Marty Hura, 2nd by Dave Sluka-**All Aye**

ORD. 2017-46 AN ORDINANCE ENACTING SECTION 410.12 OF THE ZONING ORDINANCES OF THE VILLAGE OF MANTUA RELATING TO SATELLITE DISH ANTENNAE. *3rd Reading.*

- ❖ Motion to approve by Bob Gaglione, 2nd by Randy Weaver-**All Aye**

ORD. 2017-47 AN ORDINANCE AMENDING CHAPTERS 145 AND 955 OF THE CODIFIED ORDINANCES OF THE VILLAGE OF MANTUA RELATING TO CEMETERY ADMINISTRATION. *3rd Reading.*

The Mayor stated that it was amended.

- ❖ Motion to approve by Bob Gaglione, 2nd by Dave Sluka-**All Aye**

RES. 2018-01 A RESOLUTION GRANTING CONSENT TO THE OHIO DEPARTMENT OF TRANSPORTATION TO COMMENCE PROJECT ID # 96678, MINOR BRIDGE WORK, WHICH IS EXPECTED TO BEGIN CONSTRUCTION IN FISCAL YEAR 2018. *1st Reading.*

The Mayor received an email from ODOT who will be working on the bridge near Compass Packaging this year. They will be doing minor repairs and the project will be bid out in April.

- ❖ Motion to suspend the rules made by Ben Prescott, 2nd by Bob Gaglione -**All Ayes**
- ❖ Motion to approve by Ben Prescott, 2nd by Marty Hura -**All Ayes**

ORD. 2018-02 AN ORDINANCE ALLOCATING REVENUES IN THE SCHOOL RESOURCE OFFICER PROGRAM AFTER EXPENSES HAVE BEEN MADE AT THE END OF 2017 TO THE POLICE CAPITAL FUND 4902, AND DECLARING AN EMERGENCY. *1st Reading.*

- ❖ Motion to suspend the rules made by Randy Weaver, 2nd by Bob Gaglione -**All Ayes**
- ❖ Motion to approve by Marty Hura, 2nd by Bob Gaglione-**All Aye**

RES. 2018-03 A RESOLUTION ESTABLISHING NEW FUNDS 4201 AND 4204 FOR THE VILLAGE OF MANTUA AND DECLARING AN EMERGENCY. *1st Reading.*

- ❖ Motion to suspend the rules made by Randy Weaver, 2nd by Bob Gaglione -**All Ayes**
- ❖ Motion to approve by Randy Weaver, 2nd by Bob Gaglione-**All Aye**

ORD. 2018-04 AN ORDINANCE AMENDING THE 2018 APPROPRIATIONS. *1st Reading.*

Jenny explained she wanted to increase the appropriations by \$50,000 for the road and bridge levy fund. Also, an increase in the Police Training fund is needed. The police need more bullets and the Chief needs to attend training. There will also be a need for increased appropriations for grant funded projects that money will be considered pass through funds.

- ❖ Motion to suspend the rules made by Randy Weaver, 2nd by Ben Prescott -**All Ayes**
- ❖ Motion to approve by Randy Weaver, 2nd by Bob Gaglione-**All Ayes**

ORD. 2018-05 AN ORDINANCE AUTHORIZING THE MAYOR OF THE VILLAGE OF MANTUA TO EXECUTE AN "ECONOMIC DEVELOPMENT TRANSFER FORM" RELATING TO THE APPLICATION OF JAKE'S MARKET, LLC TO TRANSFER A C-1 AND C-2 LIQUOR PERMIT TO THEIR MANTUA RETAIL LOCATION, AND DECLARING AN EMERGENCY. *1st Reading.*

The Mayor explained that Jakes Market would be acquiring a liquor permit through another community. They would like to carry craft beers and specialty wines.

- ❖ Motion to suspend the rules made by Paula Tubalkain, 2nd by Randy Weaver -**All Ayes**
- ❖ Motion to approve by Paula Tubalkain, 2nd by Bob Gaglione-**All Ayes**

ORD. 2018-06 AN ORDINANCE ESTABLISHING PAY SCALES AND POSITIONS OF FULL AND PART TIME EMPLOYEES OF THE VILLAGE OF MANTUA, REPEALING PRIOR INCONSISTENT ORDINANCES, AND DECLARING AN EMERGENCY. *1st Reading.*

The Mayor spoke with Bruce and the Chief in regards to this.

- ❖ Motion to suspend the rules made by Bob Gaglione, 2nd by Marty Hura -**All Ayes**
- ❖ Motion to approve by Marty Hura, 2nd by Bob Gaglione-**All Ayes**

Department Heads and Village Engineer

Police Chief Urso:

The Chief wanted to clarify that the speed limit going out of town to the north increased to 35 mph at Woodford St. He also recapped on the Second St. traffic study results.

Bow hunting and trapping will be discussed at the next Safety meeting with Scott from ODNR.

At 10:00am on Wednesday, AT&T will be ported over to digital.

Kaitlin Osborn is the new school SRO officer and the Chief would like to bring her on as part-time.

- ❖ Motion to promote Kaitlin Osborn to part time as of January 1st, 2018 Paula Tubalkain, 2nd by Ben Prescott-**All Ayes**

Village Administrator Bruce Rininger:

Bruce thanked the Mayor and Council for their patience with working with him. His last day with the Village will be January 26th. He is going to work at the County as a water operator.

Bruce received a letter from Aaron Muller in regards to the reservoir that is cracked. CT is doing updated quotes for what it would cost to repair, and a repair date is needed ASAP.

There are 3 test wells that the EPA wants abandoned and capped. Bruce received a quote for \$5,000 a well from Ohio Drilling.

On Friday Bruce adjusted 4 shifts to accommodate for plowing. He said the guys did a great job. The Chief added that they did a heck of a nice job, and added that there was a fender bender on Canada Rd. involving a guardrail.

Kenny Middleton, in the Service Dept., was promoted to part-time.

Bruce said that the Service Dept. should be looking for a new truck for next year for plowing. He said that by next winter the freight liner needs to be replaced.

The monthly water usage report was sent to the EPA. Currently, water meters are estimated on each side of the Village every other month so it is difficult to get an actual amount of water used. Well #3 should be fixed by next week by Ohio Drilling.

Village Engineer from C.T. Consultants:

Rich stated that the yearly average of water loss that Bruce gave was within the industry standard amount. He also wanted to clarify that the Buchert Walking Trail is a reimbursable grant.

CT will design bids for W. Prospect St. so that this project can be bid out by July.

The reservoir on Reservoir Dr. is in need of repairs and he still has video log from an inspection in 2002. Rich will look into the cost and said that there are water loans available.

The next meeting with the county is on February 14th. They would like the designs and manuals of both the water plant and the wastewater plant.

Committees**Bob Gaglione for Service, Planning and Fire Board:**

The last Service meeting was on January 2nd at 6pm. Service discussed storm water management, street signs, bike racks, Woodford St. and High St. curbs, Buckeye Pipeline and old Line St.

The last Planning meeting was on January 9th at 6:30pm. Planning discussed the zoning and inspectors report, along with the 2018 ODOT Bridge repair and medical marijuana.

At the Fire Board meeting they discussed end of the year financials, salaries, personnel, the new med unit, and station maintenance repairs for a new metal roof.

Marty Hura for Parks and Shade Tree:

Parks has not met for two months and will meet again tomorrow night.

Mayor Clark for Cemetery, and Board of Zoning Appeals:

Cookie Vanek will renew the board position for the cemetery. Plans will need to be made to arrange for flowers, they need to talk to Tom Aldrich, and to prepare to send the annual letter to Mr.

Lombardi for cemetery funds.

Don Schilling has stepped down from chair of the BZA.

Paula Tubalkain for Portage County Regional Planning:

In February there is a date for training for new planning members to attend.

Paula spoke about changing the definition of election signs to “event signage” so that it would ensure that signs could only be up for 30 days, versus federal government rules where there is no time limit.

Dave Sluka Safety and Finance:

The Chief touched on safety and Second St. Safety talked about vehicle length on E. Prospect St., they met the new SRO officer, Kaitlin Osborn, and have been discussing the new phone system. Officer Justus also brought up distracted driving in the Village.

At Finance Dave brought up the possibility of hiring a company to go over utility charges to see if the Village has ever been over charged, then they would split the credit with the Village.

New and Other Business

The Mayor stated that Jenny has posted the ad for a new Village Administrator and feels that the ad may need to be reworded to reflect what the Village is looking for in a Village Administrator. Bruce agreed to stay on as the Village Water Operator for \$500 per month until June.

- ❖ Motion to retain Bruce as the Water Operator by Bob Gaglione, 2nd by Marty Hura -**All Ayes**
- ❖ Motion to move forward with an ad in the paper for a new Village Administrator by Ben Prescott, 2nd by Randy Weaver-**All Ayes**

Anything else that may properly come before Council

Paula suggested a special workshop to Council to help inform the new Council members and to discuss where Council sees and wants the Village headed. She suggested a less formal environment at the Park Lodge where residents can join in the discussion. There was some interest shown by Council. Ben and Marty suggested that Council can take some time to decide.

Adjournment

- ❖ Motion to adjourn at 8:56pm made by Ben Prescott, 2nd by Marty Hura -**All Ayes**

Mayor Linda Clark

Administrative Assistant Chelsea Gregor