

**REGULAR COUNCIL MEETING
MINUTES
FEBRUARY 18, 2014
7:00 p.m.**

The meeting was called to order at 7:00pm.

Pledge of Allegiance and a moment of silence for Charles Keiper.

Roll Call: John Clark, Marty Hura, Ben Prescott, Giles Seith, Bill Zoller

- ❖ Motion to excuse Paul Janson was made by Councilman Prescott and seconded by Councilman Hura. All voted aye.

Others present: Mayor Linda Clark; Clerk-Treasurer, Jenny August; Village Administrator David Akerley; Police Chief Harry Buchert; Administrative Services Officer, Kate Rogers; Village Solicitor, Michele Stuck; Brian Rogers of CT Consultants

Citizens present: Jennifer Sobczak, Terri Vechery, Stacy Turner, Tammy Lyons, Sally Kandel, Chris Craycroft, Jane and George Rose.

- ❖ Motion to approve the minutes from the December 17th, 2013 regular council meeting was made by Councilman Prescott and seconded by Councilman Zoller. All voted aye.
- ❖ Motion to approve the minutes from the January 21st, 2014 regular council meeting was made by Councilman Prescott and seconded by Councilman Hura. All voted aye.
- ❖ Motion to approve the minutes from the January 28th council workshop was made by Councilman Prescott and seconded by Councilman Zoller. All voted aye.

Mayor's Report

Mayor Clark reported that the CLG committee talked about replacing the old red and white concrete street signs with new ones. Hal Stamm has created a prototype and the committee would like Council's approval to begin a campaign to replace them. They would begin an "adopt a street" program to pay for the signs.

Chief Buchert said that he is not sure these signs would still be able to be used because of new Ohio Traffic Manual regulations. Solicitor Stuck will check into it and report back at March's meeting.

The cemetery improvements proposal is ready to send to Mr. Lombardi, the trustee for the cemetery trust with Council's approval.

- ❖ Motion to send the proposal for cemetery improvements to the cemetery trustee was made by Councilman Prescott and seconded by Councilman Zoller. All voted aye.

The Mayor and Councilman Hura attended a recycling workshop in Brimfield. The EPA has hired a firm to do an analysis of our County's recycling program. They will decide by May 15th whether the County will continue to run the recycling program or whether we can contract with an outside company. We will be creating legislation to accept the contract sent by the County if they will continue to be our provider.

Portage County EMA is holding a homeland security management workshop on March 5th and March 8th that all elected officials are encouraged to attend.

We have received information about the Hiram Trust and can decide whether to pursue any funding this year. The grant would be due April 4th, 2014.

The following special event forms were presented to Council for approval:

Crestwood Ponytail League is requesting use of the ball fields from April 1st until July 13th, 2014. They are aware of the Soapbox Derby dates.

- ❖ Motion to accept the special event form for Crestwood Ponytail League was made by Councilman Hura and seconded by Councilman Prescott. All voted aye.

Crestwood Hotstove Baseball is requesting use of the ball fields from March 1st – September 1st on Mondays through Saturdays. They are aware of the conflicts with the Soapbox Derby and Headwaters Trail race.

- ❖ Motion to accept the special event form for Crestwood Hotstove Baseball was made by Councilman Hura and seconded by Councilman Prescott. All voted aye

Mantua Potato Festival is requesting use of Buchert Park September 1st through the 7th. They will make sure that the pavilions and ball fields are available to the public for use on Labor Day.

- ❖ Motion to accept the special event form for the Mantua Potato Festival was made by Councilman Prescott and seconded by Councilman Seith. All voted aye.

Citizens:

Tammy Lyons, representing the Mantua Potato Festival asked for permission to use the chairs that Aurora donated. They will set them up and put them away when they are done as they have in past years. Council approved the use of these chairs. The festival organizers are looking into the possibility of planning fireworks for the festival. If they decide to have a fireworks display they will come to ask for permission at the March Council meeting.

Christine Craycroft, the Executive Director for the Portage Park District spoke about the upcoming parks levy. She reminded Council about some of the ongoing partnerships that the Village of Mantua and the Parks District have, including the Headwaters Adventure Race, the signage for the Headwaters Trail, and the parking facilities for the trail.

Another Portage Parks project that will be completed this spring in Shalersville is to create a canoe/kayak take-out point and parking area at Red Fox. This spot is 6-7 miles downstream from Buchert Park. Buchert Park is the last public boat access before getting to the prohibited waters of the Akron water supply at Lake Rockwell. The grant will include funds to put in an 8-car parking lot off of Price Road. This will be a take-out point only because of the downstream restricted Lake Rockwell waters. This means that Buchert Park may be seeing more traffic for boat launching this summer. There is about \$10,000 left over in the grant that may be used for some interpretive signage. One of these signs may be at the park here if the Village would like to have this happen. In the future if Council would want to pursue a grant for the park waterways they could partner with Portage Parks District.

Ms. Craycroft also wanted to make Council aware of an upcoming 10-year, ½ mil operating and improvement levy for the Park District that will be coming in May of 2014. The example of the impact of the levy that Ms. Craycroft gave was that for a property worth \$100,000 the tax would be \$17.50 per year. The park currently has only one full time and one part-time employee. The levy would help to hire a part-time ranger and pursue several maintenance projects. One goal is to extend the Headwaters Hike and Bike Trail.

May 17th is the annual River Day, hosted by the “Friends of the Crooked River”. The Parks District would be interested in having a small river festival including some surveys of the aquatic wildlife and a canoe/kayak float between here and the Red Fox site in Shalersville. Ms. Craycroft asked if the Village would like to help co-sponsor the event.

- ❖ Motion to partner with Portage Parks District to sponsor the May 17th annual River Day Festival was made by Councilman Hura and seconded by Councilman Prescott. All voted aye.

Councilman Hura asked about the logistics of doing the improvements along the waterway in regards to getting permission from DNR. Ms. Craycroft said that within municipal boundaries no specific permission is needed to work along the waterway as long as the local governing body approves it.

Lastly Ms. Craycroft left some literature as well as a sign-up sheet supporting the upcoming levy.

Financial Reports:

Clerk-Treasurer August said that the January financial reports are in the Council packets and she will be happy to answer any questions.

- To summarize, we took in \$122,231 in revenues, and we spent \$109,530. We received some large payments on quarterly employer’s taxes, but a larger amount hit Feb. 3rd and you will see that on the next month’s report.
- We did not receive enough money in water and sewer to complete all of the January transfers. The money is available now, and there is legislation to catch up. Hopefully, there will be enough to make the February transfers.
- ❖ Motion to approve the financial reports was made by Councilman Prescott and seconded by Councilman Hura. All voted aye.

Correspondence:

- Carol Gerba wanted to pass on to Council that after the waterline repair and she was having problems getting her water clear. Dave stopped after he was off work one afternoon and helped her get her water clear. She said the Village has never had a nicer employee and to pass on that he is a wonderful representative for the Village and clearly cares about this community.
- We had a visit from Jim R. who is Ed Rance’s Supervisor. He checks in periodically, and he was letting us know that Eddie Rance was moved to Trumbull County audits and will not be doing our audits anymore. We will have Tonya Okolo who did our 2007 & 2008 audit. Eddie called later that week and said he will miss doing our audits and he always felt like he was treated very well by Mantua Village employees and officials.

Bills of Resolution, Addendum Bills of Resolution:

Chief Buchert asked permission to pay the bill for an order he placed for traffic cones.

- ❖ Motion to allow the police department to order and pay for traffic cones was made by Councilman Zoller and seconded by Councilman Prescott. All voted aye.
- ❖ Motion to approve the Bills of Resolution and Addendum Bills of Resolution was made by Councilman Clark and seconded by Councilman Prescott. All voted aye.

Legislation:

RES. 2013-102 A RESOLUTION AUTHORIZING AN AGREEMENT FOR THE PROVISION OF DISPATCHING SERVICES TO THE EDINBURG TOWNSHIP FIRE AND EMERGENCY MEDICAL SERVICES DEPARTMENT, AND DECLARING AN EMERGENCY. *Tabled on 3rd Reading*

At the request of Chief Buchert this resolution was un-tabled and voted down because Edinburg is not ready to have us take over their dispatching at this time.

- ❖ Motion to take Resolution 2013-102 off the table was made by Councilman Prescott and seconded by Councilman Hura. All voted aye.
- ❖ Motion to approve Resolution 2013-102 was made by Councilman Prescott and seconded by Councilman Seith. All voted no.

RES. 2013-103 A RESOLUTION ESTABLISHING THE DISTRIBUTION OF THE REVENUES EARNED FROM THE DISPATCHING CONTRACT WITH THE TOWNSHIP OF EDINBURG. *Tabled on 3rd Reading*

At the request of Chief Buchert this resolution was un-tabled and voted down because Edinburg is not ready to have us take over their dispatching at this time.

- ❖ Motion to take Resolution 2013-103 off the table was made by Councilman Hura and seconded by Councilman Prescott. All voted aye.
- ❖ Motion to approve Resolution 2013-103 was made by Councilman Prescott and seconded by Councilman Seith. All voted no.

ORD. 2013-104 AN ORDINANCE AMENDING SECTIONS 305.09(a) AND 305.10(a) OF THE CODIFIED ORDINANCES OF THE VILLAGE OF MANTUA, RELATING TO PARKING ON CEMETERY DRIVE. *Tabled on 2nd Reading.*

This ordinance will remain tabled.

ORD. 2013-106 AN ORDINANCE AMENDING SECTION 941.14(1) OF THE CODIFIED ORDINANCES OF THE VILLAGE OF MANTUA, RELATING TO WATER CONSUMED BUT NOT ENTERING THE VILLAGE SANITARY SEWERAGE SYSTEM. *Tabled on 3rd Reading.*

This ordinance will remain tabled.

ORD. 2014-06 AN ORDINANCE AMENDING VARIOUS SECTIONS OF TITLE NINE OF THE CODIFIED ORDINANCES OF THE VILLAGE OF MANTUA IN ORDER TO PERMIT A TRANSITION TO MONTHLY WATER AND SEWER BILLING. *1st Reading.*

Councilman Seith asked if the residents realize that they will be paying more for monthly billing than for quarterly billing. The extra costs for mailing and manpower have been built in to the price structure of the proposed changes. Councilman Clark said that the residents have been asking for this change because of budgeting reasons. Clerk-Treasurer August also said that this change would be better for our financial picture since the money will be coming in much more steadily throughout the year.

The Mayor suggested that we not revoke 941.14k so that we can talk about instituting a sewer fixed charge.

The Mayor also reminded us that we will have the ability to start e-mail billings and that we should put this possibility into exhibit F.

Solicitor Stuck also suggested we re-think the timing for the readings, billing, late-fees and shut-offs.

The changes will continue to be discussed by the Service Committee and Council.

RES. 2014-07 A RESOLUTION AUTHORIZING THE CLERK-TREASURER OF THE VILLAGE OF MANTUA TO DELAY A PORTION OF THE JANUARY MONTHLY TRANSFERS FROM THE WATER OPERATING FUND 5101 AND THE SEWER OPERATING FUND 5201 TO THE RESPECTIVE DEBT FUNDS 5703 AND 5702, AND DECLARING AN EMERGENCY. *1st Reading.*

- ❖ Motion to suspend the rules was made by Councilman Prescott and seconded by Councilman Hura. All voted aye.
- ❖ Motion to approve Ordinance 2014-07 was made by Councilman Prescott and seconded by Councilman Hura. All voted aye.

ORD. 2014-08 AN ORDINANCE AMENDING THE 2014 APPROPRIATIONS FUNDS 4902 AND 4907 AND DECLARING AN EMERGENCY. *1st Reading.*

One of the changes here is to appropriate the \$25,000 that was received from DMRC for the sidewalk project. The other change was requested by Chief Buchert to increase the appropriations for Police Capital by \$6000.

- ❖ Motion to amend the appropriations in fund 4902 from \$5000 to \$6000 was made by Councilman Zoller and seconded by Councilman Prescott. All voted aye.
- ❖ Motion to suspend the rules was made by Councilman Prescott and seconded by Councilman Zoller. All voted aye.
- ❖ Motion to approve Ordinance 2014-08 as amended was made by Councilman Prescott and seconded by Councilman Zoller. All voted aye.

Department Heads and Village Engineer:

Chief of Police Harry Buchert

The State of Ohio has changed the operating systems which the laptops in the police cars must use. The police department will therefore need three laptops for a total of \$7900.

Clerk-Treasurer August said that she can't certify the Purchase Order that the Chief is asking for because there are not currently enough funds to do so. The budget can currently only support two of them. Chief Buchert asked Council to approve the purchase of two laptops.

- ❖ Motion to allow the police department to purchase two new laptops for the police cruisers was made by Councilman Prescott and seconded by Councilman Hura. All voted aye.

Village Administrator Dave Akerley

The new digester pump is now working in the waste-water plant.

The new plumbing for the permanganate pumps at the water treatment plant is working and so our manganese levels should be back to the normal levels going forward.

We had a major problem with the high service pump #2. The pump is now repaired but remains shut down so we are again operating on only one pump for the whole village. We are still researching how to fix the problem with the alarm notification system.

We have fixed several water emergencies in the last several weeks. More are expected in the coming weeks of thaw.

We have been gathering information about a new alert notification system. This would allow us to send out alerts to residents about scheduled water-line work, water-line emergencies and other urgent Village issues. Kate shared some of the information she had gathered about the systems. Councilman Seith asked if it would be possible to partner and tie in to the system that the school uses. Kate said she would look into this.

The Village's generators were serviced by W. Williams. All are now in good working order.

Village Engineer from C.T. Consultants

Today was the preconstruction meeting for the Crestwood Sewer project. The work will begin in Mid-March and should be finishing up during the week of Spring Break around the 1st of April. They would then come back to do restoration in late spring.

The January 28th grants workshop was productive and CT is anxious to continue talking about the project possibilities for the Village.

The Mayor suggested a second grant workshop on February 25th at 6:00pm. Other topics could include Ordinance 2013-106, a bond levy for infrastructure, and monthly water and sewer billing.

Committees:

- Councilman John Clark for Service – Nothing to report beyond what has already been discussed at this meeting.
- Councilman John Clark for Shade Tree – Arbor Day is coming up and they will be planning those activities at their next meeting.
- Councilman Marty Hura for Parks – They discussed the ordering of the doors for the Park Lodge. The Parks Committee is also looking at possible uses for the old Boy Scout building in the park.
- Mayor Clark for Planning – A letter has been sent to Ted Manfrass and Eric Hummel regarding the building permit and variance for the medical building. The committee is re-writing the site-plan review process and subdivision regulations. They are also discussing rental inspections.
- Mayor Clark for Cemetery – The cemetery improvements list will be going to Mr. Lombardi. We are still discussing at the service committee the possibility for having a cemetery sexton.
- Mayor Clark for Board of Zoning Appeals – The board is still waiting to see if the variance for the medical building is re-submitted.
- Councilman Ben Prescott for Finance – Councilman Prescott said that Treasurer August had already reported on everything significant.
- Councilman Giles Seith for Safety – The safety committee has lots of ideas but is already running into money shortages. Chief Buchert said that the repeater system is now up and running which will be saving a lot each month on the phone bill.
- Councilman Giles Seith for Fire Board – The new tanker will arrive in the next few weeks. He wanted to thank the Service Department for keeping the roads in good shape.

Anything else that may properly come before Council:

Councilman Zoller wanted to welcome K & K Meats back to business.

- ❖ Motion to go into executive session regarding possible litigation was made by Councilman Prescott and seconded by Councilman Hura. All voted aye.
- ❖ Motion to come out of executive session was made by Councilman Prescott and seconded by Councilman Hura. All voted aye.
- ❖ Motion to adjourn at 8:22pm was made by Councilman Prescott and seconded by Councilman Seith. All voted aye.

Mayor Linda Clark

Admin Services Officer Kate Rogers