

**REGULAR COUNCIL MEETING
MINUTES
February 19, 2019
7:00 PM**

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

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

- ❖ Motion to excuse Ben Prescott by Dave Sluka, 2nd by Marty Hura – **All Ayes**

Other Village Personnel: Mayor Linda Clark; Village Solicitor, Michele Stuck; Clerk-Treasurer, Jenny August; Village Engineer, Rich Iafelice; Village Administrator, John Trew; Police Chief Joe Urso; Administrative Services Officer, Marty Fergus

Citizens Present: Ted Bixler, Toomas Tubalkain, Ellie Stamm, Matt Ristau, Jason Wysong, Cookie Vanek, Bob Ress, John Fudella, Stacy Turner of The Weekly Villager, Emily Hammond

Moment of Silence: Lillian Lange

Approval of Minutes:

- ❖ Motion to accept the minutes from the January 15, 2019 Regular Council meeting by Paula Tubalkain, 2nd by Scott Weaver - **All Ayes**

Mayor's Report:

Mayor Clark introduced Emily Hammond to Council as a candidate for the Land Mark Commission. She teaches Algebra 1, Algebra 2, and Honors Algebra 2 at Crestwood High School, and has been there since 2006. Emily holds the following degrees:

Masters of Arts in Teaching, Kent State University, 2005

Bachelors of Science, Kent State University, 1999

Crestwood High School, 1995

- ❖ Motion to approve the nomination of Emily Hammond to the Land Mark Commission by Scott Weaver, 2nd by Marty Hura – **All Ayes**

Emily was sworn in by Mayor Clark

The Mayor announced a list of special event forms she received and asked Council for approval:

MSYB April 01 thru July 01 will be sending insurance on 3/7/19

Girls Softball April 01 thru July 10th sending insurance

Advanced Rehab events:

- Chili Bowl 3/29
- Cinco de Mayo 05/05
- Potato Stomp 09/07

- October Fest 10/25
- Turkey Trot 11/28 all insurances turned in.

- ❖ Motion to approve the special events by Marty Hura, 2nd by Paula Tubalkain – **All Ayes**

The AMATS policy board is sending a letter to Governor DeWine proposing an increase to the Ohio gas tax of 18 cents per gallon to generate revenue for bridge and road construction

The Mayor received a letter from Mathew Ristau of 4682 Walnut Street who experienced a leaking toilet causing him to incur a bill of \$284 in water and \$1,033.64 in sewer. He was being billed the average bill as the water meter had a malfunctioning remote which has since been replaced. She reminded Council of the Codified Ordinance 2018-60 section 941.14S regarding water and sewer bill adjustments. Council discussed that the responsibility rests upon both the resident and the Village

- ❖ Motion to forgive \$330 by Bob Gaglione, 2nd by Paula Tubalkain – **All Ayes**

A letter received from Barb Zoller has been tabled until further clarification of the situation.

Citizens:

Cookie Vanek questioned how estimated water bills are calculated. Mayor Clark explained that the Village is divided into two sections which alternate actual reads and estimates. If you know how to read your meter, you can call it in on the 24th or 25th of every month. John added that you can also take a picture with your phone and send it in. Ted Bixler requested a new remote when they are available. Jason Wysong said his renter's estimates are usually higher than the actual read. Bob Ress commented that a new owner of the water plants may want to install their own equipment. Mayor Clark stated that the County uses rapid read meters. She is unaware of what other companies use.

Tom Tubalkain discussed Wick Poetry Center plans install a lighted kiosk in the mini park to display poetry pieces of local writers. It will have an electronic reader that will play audio of the poem read by the writer. The first poem, "Our World", was distributed to Council and discussion followed

- ❖ Motion to move forward with the kiosk by Paula Tubalkain, 2nd by Dave Sluka – **All Ayes**

Financial Reports:

The detail of the VISA card expenditures that were charged by village credit cards came in after the Financial reports were done, so Council will have that separately in front of you along with the addendum Bills list.

Jenny will be attending the Local Government Officials Conference on March 6th, 7th, and 8th and that includes Public Records Training on the 6th.

Jenny reviewed the financial summary for the month of January and invited any questions.

Fund Status- Looking Good.

Cash Summary- No Adjustments

Revenues- Revenues totaled \$149,119

Expenses- Combined operating and payroll expenses totaled \$153,262

Credit Card Monthly Report- lists VISA purchases

Revenue Status- Should average 8.34%

Appropriation Status- So far, so good.

Bank Reconciliation- No adjustments

The water-sewer and tax programs balanced with the UAN and the bank deposits.

Checks 44931 through 44980 were written in January

- ❖ Motion to accept the Financial Reports made by Paula Tubalkain, 2nd by Dave Sluka - **All Ayes**

Correspondence:

The Mayor received the following correspondence:

- Charter Communications/Spectrum regarding their reorganization and name change. There will be no changes to service.
- Advancing Faith, Family, and Freedom regarding critics of Nativity Scene displays as religious in nature. If this ever becomes an issue, they can assist us.
- A letter from young lady, 17 years old, who is relocating to Mantua Township and looking to promote the area in some capacity. The Mayor has forwarded this to Mantua Township.

Bills of Resolution, Addendum Bills of Resolution

- ❖ Motion to approve the Bills of Resolution and Addendum Bills of Resolution by Dave Sluka, 2nd by Scott Weaver - **All Ayes**

Legislation

ORD. 2019-04 AN ORDINANCE RELATING TO RATIFICATION OF THE SOLID WASTE MANAGEMENT PLAN FOR THE PORTAGE COUNTY SOLID WASTE MANAGEMENT DISTRICT. 1st Reading.

- ❖ Motion to suspend the rules by Paula Tubalkain, 2nd by Scott Weaver – **All Ayes**
- ❖ Motion to disapprove in Section #1 by Marty Hura, 2nd by Dave Sluka – **All Ayes**
- ❖ Motion to approve as amended by Scott Weaver, 2nd by Bob Gaglionr – **All Ayes**

ORD. 2019-05 AN ORDINANCE AUTHORIZING CERTAIN ADJUSTMENTS TO THE 2019 APPROPRIATIONS AND DECLARING AN EMERGENCY. 1st Reading.

- ❖ Motion to suspend the rules by Scott Weaver, 2nd by Bob Gaglione - **All Ayes**
- ❖ Motion to approve by Dave Sluka, 2nd by Bob Gaglione - **All Ayes**

ORD. 2019-06 AN ORDINANCE NAMING MICHELE STUCK, ATTORNEY AT LAW, AS SOLICITOR FOR THE VILLAGE OF MANTUA AND FIXING HER COMPENSATION FOR THE PERIOD OF MAY 1, 2019 TO APRIL 30, 2021. 1st Reading.

- ❖ Motion to amend section 7 and Exhibit A from \$29,500 to \$31,000 by Paula Tubalkain, 2nd by Scott Weaver - **All Ayes**

The Mayor asked if Council would want to pass this tonight or go three readings. Paula Tubalkain voiced concern of overuse of suspending the rules.

- ❖ Motion to suspend the rules by Bob Gaglione, 2nd by Dave Sluka – Failed on roll call vote 4:1, Paula Tubalkain voted No. Moves to 2nd reading.

ORD. 2019-07 AN ORDINANCE REPAYING THE REMAINING BALANCE OF ADVANCES PREVIOUSLY MADE FROM THE GENERAL FUND TO THE SEWER OPERATING FUND #5201. 1st Reading.

Jenny August further explained this ordinance to Council. Discussion followed. Moves to 2nd reading.

Department Heads and Village Engineer

Police Chief Urso:

Safety Committee met on February 06.

A new dispatcher, Joline, has completed her initial training and is on her own

The estimate received to replace the camera system at the administration building is \$3,074 which includes 11 cameras, 1 DVR, 1 transmitter, hardware, and network

- ❖ Motion to accept the estimate and proceed by Dave Sluka, 2nd by Scott Weaver - **All Ayes**

The MARCS radio system is going state wide. We will assist Garrettsville when their system is being installed.

AT&T issues have been resolved and we received a credit for August 2017-December 2018 of \$14,500 plus late fees.

Vests acquired through a 50% cost sharing grant with the Department of Justice Grant have arrived.

The question came up about receiving the solicitation fees paid in cash at the Police Station. Council concurred that it is ok.

Chief Urso asked Council permission to transfer ownership of the old K-9 patrol car #1029 to the service department given that it be striped of all police equipment and markings.

- ❖ Motion to transfer the 2004 Ford Explorer #1029 from Police to Service by Dave Sluka- 2nd by Marty Hura – **All Ayes**

Lt. Justice is working on quotes for Hybrid vehicles for the next cruiser replacements.

Safety Meeting scheduled March 06 at 6:00 PM

Village Administrator:

- 1/17 Mayor's Service Directors meeting in Macedonia.
Technical Advisory meeting AMATS Akron
- 1/29 Met with DMRC liaison committee
- 2/08 Met CT and committee on RFP/RFQ for water and wastewater plants
- 2/12 Met with Atlantic Water Gardens – (they may have to lease versus build and own)
- 2/13 Met with Cuyahoga Water Trail steering committee in Garfield Heights working towards June 22nd date
- 2/15 Met with CT and committee to finalize RFQ/RFP for water and wastewater plants
- 2/19 Met with Connecting Communities and DMRC

Village Engineer from C.T. Consultants: Richard Iafelice, P.E., P.S.

West Prospect Street Project – Brian Rogers negotiated with Eclipse to reduce the cost of their change orders to \$21,000. Approximately 50% less than submitted. The project was still within budget of the OPWC project costs.

RETAINER / GENERAL ISSUES

- Downtown Streetscape and other enhancement projects – Jennifer Brown has met with DMRC several times. Jennifer will be working with DMRC and the Village to advise on long-term planning and potential funding sources for key projects.
- Orchard Street turning radius pavement widening – Brian and the Mayor met with Ohio Edison. They will move the utility pole at no charge since the relocation is for road/highway work. Jennifer is seeking funding for the project. The Village Administrator is seeking local funding commitments from the local businesses to combine with local share from Village funds.

CAPITAL PROJECTS

1. **Utility Bid Documents** – A lengthy strategy meeting was held Feb. 8 to review historical records and to begin discussion of criteria to include in a bid request. A draft RFQ/RFP was produced for review with a rough schedule to move forward. The schedule anticipates review and authorizing legislation by Council.
2. **Water Reservoir Rehabilitation** – Design team began development of preliminary layout and schedule. We will coordinate with the Administrator and Mayor.
3. **West Prospect Street Roadway and Drainage Improvements** – CT is working with the Contractor on final quantities and costs.
4. **High Street Pavement and Waterline** – The Mayor met with Buckeye Pipeline per Council's direction; nothing to report at this time.
5. **Asset Management Plan** – A checklist was prepared and reviewed with the Service Committee. Suggestion was to discuss tasks to complete it with Portage County. CT can assist the Village with funding this work once we determine what will be done.

Committees

Bob Gaglione for Service, Planning and Fire Board:

Planning – Orchard Street poles and Mats Road bridge. Rental Inspections discussed.
Fire Board – Interviewing for 3 part-time positions

Marty Hura for Parks and Shade Tree:

Shade tree normal purchase of trees. Arbor Day Plans discussed.

Mayor Clark for Cemetery, and Board of Zoning Appeals:

Cemetery - Finalizing contract for mowing and purchases of flowers.
Working with Tom Aldrich on constructing his family memorial

BZA – nothing to report

Paula Tubalkain for Portage County Regional Planning:

Brimfield area continues to expand
There is more work going on in Portage County than in Geauga County, which seems surprising. Paula noted that the Planning Commission has TA hours available if we need their services for the GIS mapping of the cemetery. The Mayor mentioned that we have engaged with Kent State University on the cemetery mapping project.

Dave Sluka Safety and Finance:

Chief reviewed Safety and covered everything.
Finance reviewed legislation on Water/Sewer fund usage and reallocation from other sources. This is around \$27,000 annually that is coming from water & sewer for various expenses. Clerk-Treasurer position duties and pay scale compared to neighboring communities was discussed.
Finance requests to be made aware of CT Consulting charges prior to the Council meetings to allow time to review. The Mayor requested of Rich Iafelice to make her aware of these submittals prior to the Finance Committee meetings moving forward. Paula said this will help to make sure that we can ask Jenny if funds are available.

New and Other Business

Draft Bid Packet for the Water Utility presented by Rich Iafelice and John Trew. This information along with the Ad Hoc Committee meeting minutes are available to view in the Clerk's office during normal business hours.

The press release schedule and legal notices were covered in detail. Rich explained the valuation process and the bidder requirements. He noted that rate stabilization plans will be critically analyzed. The packet includes value assessment and a replacement value assessment. Bidders are to provide rapid response contacts and protocol in case of an emergency. John Trew reiterated that rate stabilization will be a key factor. Bob Riss questioned how repair cost sharing

and capital improvement surcharges would be allocated to the customer base. John Trew explained that these costs would more than likely be allocated across the entire customer base of the ownership entity, as such would the costs associated with other facilities owned by that entity. Ted Bixler further looked for reassurance of future net rate charges. Rich explained that we request a capital investment plan covering a five year period in the bid document. Ted discussed that the plants are currently under utilized and he wants to see the full capacity utilized. Rich explained that to utilize that capacity would take an enormous capital investment. These companies are more interested in the revenue generated from the customer base Mantua has to offer, now and in the future. Jason Wysong inquired of John Trew the results of his latest contact with Bill Shriner. John said he never responded back. Paula raised the question, and John reassured her, that we will maintain ownership of the property and lease it back to the plant owner. The Press release is Monday, February 25. Council will meet Tuesday, February 26, 2019 at 6:00 PM, to hear the ad hoc committee comments and vote on legislation.

Anything else that may properly come before Council

Paula Tubalkain will be attending the Local Government Officials conference on March 07 and March 08.

Adjournment

❖ Motion to adjourn at 9:37 PM made by Paula Tubalkain, 2nd by Bob Gaglione -All Ayes

Mayor Linda Clark

Administrative Services Officer Marty Fergus