

**REGULAR COUNCIL MEETING**  
**MINUTES**  
**February 20<sup>th</sup>, 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; Village Solicitor, Michele Stuck; Police Chief Joe Urso; Administrative Assistant Chelsea Gregor

**Citizens Present:** Greg Balbierz, Nicolas Ehlert, David Pifer, Kat Holtz, Chris Reese, Toomas Tubalkain and Stacy Turner of the Villager

**Moment of Silence:** Jesse Wisniewski

**Approval of Minutes:**

- ❖ Motion to accept the minutes from the January 16<sup>th</sup>, 2018 Council meeting minutes by Ben Prescott, 2<sup>nd</sup> by Marty Hura- **All Ayes**

**Mayor's Report:**

This May the siren on the front lawn of the Village Hall will be 60 years old. Tim Benner relayed to the Mayor to ask if Council wants to do something to commemorate that date. The Mayor had some Special Event forms and wanted to remind everyone that these forms are put in place for the purpose of scheduling, and helping the event organizations plan their time. The Village had reduced the 6 month notice to 3 months and still the Mayor says she reads about events in the Record Courier, Community Journal and the Villager without Councils permission on Village properties.

The Soap Box Derby submitted a form for June 16, 2018, 7 a.m. to dark. Sunday is the rain date and the Village has received the insurance.

The Crestwood Ponytail League submitted a form for use of baseball fields from April 1<sup>st</sup> to July 10<sup>th</sup>. The Village is waiting on insurance and concussion forms.

Terri Vechery, who spearheaded the interns for the Landmark Committee, no longer has time to do so. The Mayor stated that the committee needs to appoint someone else and has asked Terri to turn in all the research to the clerk's office.

**Citizens: Chris Reeves and Kat Holtz from the Portage County Health District**

Chris Reeves came to share their annual 2016 report on what public health does for Portage County. They provide nursing and environmental services, along with health education. Some of the health services they provide are \$10 flu shots, information on communicable diseases and emergency preparedness. Kat Holtz also shared information that included HIV prevention and education, hepatitis C testing and naloxone distribution and training. On March 21<sup>st</sup> there will be an annual district advisory meeting that Council is invited to at the Elks Lodge in Ravenna. There will be different programs showcased at tables that offer assistance with items like car seats, along with Portage County programs for financial assistance with failing septic systems.

### **Toomas Tubalkain from the Poetry Committee**

Toomas shared his vision for a poetry kiosk in Mantua. The idea is to bring poetry created by Crestwood students into the community. A suitable location would need to be discussed and approved by Council. The location would have a permanent kiosk which would showcase an appropriate poem, which may also tie into the chosen location. Scott requested that the middle school be involved with poem contributions. The project would not cost the Village anything, and Toomas said that they would seek donations and find grants through the DMRC.

- ❖ Motion to support Toomas in his endeavors to gather information to move the poetry kiosk forward and to bring it back to Council when he finds a location, funding and middle school and high school kids by Ben Prescott, 2<sup>nd</sup> by Scott Weaver-**All Ayes**

### **Nick Ehlert for the Landmark Commission**

Nick Ehlert and Renee Henry have been working on historically interesting articles, including what is currently Jakes Market. In addition they have been working on flyers for a “Historic Home Walking Tour” in the Village. The Landmark Commission handed out flyers at Art on the Hill and is requesting permission to leave the flyers at local businesses.

Ben made a motion to allow the Landmark Commission, but conversation was added to include that CT Consultants would make 500 colored copies for them before a second motion.

- ❖ Motion to allow the Landmark Commission to hand out the flyers, which CT Consultants has offered to make 500 colored copies by Ben Prescott, 2<sup>nd</sup> by Paula Tubalkain-**All Ayes**

### **Financial Reports:**

The Local Government Officials conference is going to be March 22 and 23<sup>rd</sup>. 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 and see who wants to go.

The financial summary for the month of January

- 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 made by Ben Prescott, 2<sup>nd</sup> by Bob Gaglione-**All Ayes**

## **CORRESPONDENCE:**

The Mayor received EPA letters of violation and resolution to the issues. She also received a letter from Charter that they received our letter from the FCC and they are investigating it.

## **Bills of Resolution, Addendum Bills of Resolution**

- ❖ Motion to approve the Bills of Resolution and Addendum Bills of Resolution by Ben Prescott, 2<sup>nd</sup> by Marty Hura-**All Ayes**

## **Legislation**

**ORD. 2018-07** AN ORDINANCE ESTABLISHING PAY SCALES AND POSITIONS OF FULL AND PART TIME EMPLOYEES OF THE VILLAGE OF MANTUA, REPEALING PRIOR INCONSISTENT ORDINANCES, AND DELARING AND EMERGENCY. *1st Reading.*

This is in regards to Bruce agreeing to \$500 a month to take care of the water plant. The ordinance states the starting pay scale is \$800 a month for a Water Operator of Record 1.

- ❖ Motion to suspend the rules made by Scott Weaver, 2<sup>nd</sup> by Ben Prescott -**All Ayes**
- ❖ Motion to approve by Marty Hura, 2<sup>nd</sup> by Ben Prescott-**All Aye**

**ORD. 2018-08** AN ORDINANCE AUTHORIZING THE MAYOR OF THE VILLAGE OF MANTUA TO EXECUTE AN AGREEMENT WITH FIRST ENERGY FOR THE PROVISION OF ELECTRIC AGGREGATION SERVICES FOR A PERIOD OF 3 YEARS AND DECLARING AN EMERGENCY. *1st Reading.*

The Mayor explained the varying rate offers for Electric Aggregation programs. It was clear that the best company for the Village and its residents was First Energy Solutions with their offer of 36 months at \$4.95 per kilowatt hour.

- ❖ Motion to go with First Energy Solutions by Paula Tubalkain, 2<sup>nd</sup> by Scott Weaver-**All Ayes**
- ❖ Motion to suspend the rules made by Scott Weaver, 2<sup>nd</sup> by Ben Prescott -**All Ayes**
- ❖ Motion to approve by Ben Prescott, 2<sup>nd</sup> by Dave Sluka-**All Aye**

**RES. 2018-09** A RESOLUTION AUTHORIZING THE MAYOR OF THE VILLAGE OF MANTUA TO APPLY FOR, ACCEPT, AND ENTER INTO A WATER SUPPLY REVOLVING LOAN ACCOUNT ON BEHALF OF THE VILLAGE OF MANTUA FOR THE GIS MAPPING AND ASSET MANAGEMENT PLANNING PROJECT; AND DESIGNATING A DEDICATED REPAYMENT SOURCE FOR THE LOAN, AND DECLARING AN EMERGENCY. *1st Reading.*

Council discussed amending the legislation to “water supply revolving loan account on behalf of the Village of Mantua for preliminary planning for repairs to the reservoir”. In the second whereas, where the Village of Mantua intends to apply for a water supply revolving loan amount fund WSRLA to fund the necessary repairs for preliminary engineering. In section, the Mayor of the Village of Mantua is here by authorized to apply for a WSRL loan, sign all documents for and enter into the water supply revolving loan account for the amount of the environmental protection agency and the Ohio water development authority for repairs for preliminary

engineering repairs for the reservoir on behalf of the Village of Mantua not to exceed \$6,500 for the necessary repairs. Paula also wanted to add the Clerk Treasurer as an authority when signing.

- ❖ Motion to make an amendment to Resolution 2018-09 a resolution authorizing the Mayor and Clerk Treasurer of the Village of Mantua to apply, accept and enter into a water supply revolving loan on behalf of the Village for preliminary engineering for repairs to the reservoir and designating a dedicated repayment source for the loan and declaring and emergency. suspend the rules made by Randy Weaver, 2<sup>nd</sup> by Ben Prescott -**All Ayes**
- ❖ Motion to suspend the rules made by Paula Tubalkain, 2<sup>nd</sup> by Ben Prescott -**All Ayes**
- ❖ Motion to approve by Ben Prescott, 2<sup>nd</sup> by Marty Hura-**All Aye**

**RES. 2018-10** A RESOLUTION AUTHORIZING THE MAYOR AND THE CLERK-TREASURER OF THE VILLAGE OF MANTUA TO EXECUTE AN AGREEMENT AUTHORIZING C.T. CONSULTANTS TO PROVIDE ENGINEERING SERVICES FOR THE 2018 WATER SYSTEM MODEL UPDATE AT A COST NOT TO EXCEED \$12,500.00, AND DECLARING AN EMERGENCY. *1st Reading.*

Council discussed with Rich to clarify how the money would be used.

- ❖ Motion to suspend the rules made by Ben Prescott, 2<sup>nd</sup> by Marty Hura -**All Ayes**
- ❖ Motion to approve by Ben Prescott, 2<sup>nd</sup> by Marty Hura-**All Ayes**

**RES. 2018-11** A RESOLUTION AUTHORIZING THE MAYOR OF THE VILLAGE OF MANTUA TO SIGN AND SUBMIT AN APPLICATION TO THE BUCKEYE TRAIL ASSOCIATION FOR DESIGNATION AS A “BUCKEYE TRAIL TOWN”, AND DECLARING AN EMERGENCY. *1st Reading.*

Greg Balbierz explained what the Buckeye Trail is and the benefits of the Village becoming a trail town, which there currently are only 8 along the 1,500-mile trail. A Buckeye Trail Town application was given to Council and discussed. It was agreed that nothing would change, aside from possible photos. The application will be forwarded to the Mayor so that she can send it electronically on March 15<sup>th</sup> to the Buckeye Trail Association.

- ❖ Motion to suspend the rules made by Randy Weaver, 2<sup>nd</sup> by Ben Prescott -**All Ayes**
- ❖ Motion to approve by Ben Prescott, 2<sup>nd</sup> by Marty Hura-**All Ayes**

### **Department Heads and Village Engineer**

#### **Police Chief Urso:**

The Chief has received a resignation from Steven Tayerle. He has gotten 3 applications for part-time and would like to hire 1 or 2 more dispatchers, since they will be losing 1 dispatcher in the fall. The Chief is looking to hire an auxiliary officer and to possibly add a second sergeant's position. There is a new evaluation form which is geared more toward everyday things. The police department is also looking into getting a new vehicle to replace an existing vehicle that is rusting. The Chief spoke with Scott from ODNr about potential hunting in the Village. Currently only bow hunting and trapping will be allowed. Only .22 rim shots will be allowed if an animal needs to be put down. There are still phone upgrading issues and the Chief found that more equipment is needed. The police department is currently bridged with the fire department.

**Village Administrator:**

The Mayor wanted to let Council know that she thought the Service Dept. personnel is doing a good job with the streets. They received a compliment in the Record Courier “sound off”.

Ohio Drilling has repaired pump #3 and still need to abandon the test wells.

The W. High St curb estimate is 3 ½” inches tall exposed and 200 ft. in length. It is estimated that it will cost \$3,716.00 plus a flagger.

The Woodford St curb estimate is 6” inches and 180 ft. in length. It is estimated that it will cost \$3,910.

The EPA wants a plan for the Reservoir and a tentative time line when it will be done.

Matt has corrected EPA Sludge Reports for 2016 and 2017 and has copied the Mayor with his response.

The Service Dept. will be sending letters for remote/meter repairs. They also will need to send shut off letters informing property owners as a reminder that they are responsible for their rental properties. For those not setting up payment plans and sticking to them, the outstanding bills will be assessed to their taxes in August.

The Village has a quote for the hanging baskets amount which is \$668.50 plus some fertilizer.

The cemetery has a quote of \$770.00 for flowers and Dave is getting an estimate on the trees that need to come down. This is so the Village can send its request to Mr. Lombardi, of the cemetery trust.

The signage is here for Second St and the Village is waiting for OUPS to come out.

**Village Engineer from C.T. Consultants:**

Rich had a meeting with the director and the Engineer of Portage County and he says they are moving in earnest. That morning the County contacted Rich for information concerning the Villages water infrastructure such as age, length of pipes and manhole covers. There is a general idea of age and material but nothing detailed.

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

Service was already covered. At Planning the zoning report was discussed. Medical marijuana, rental inspections and license applications, and the Buckeye Trail Town were also discussed.

For Fire Board, there were 2 employees who resigned, and they swore in a part-time firefighter. They talked about insurance policies and possible water softener and plumbing repairs.

**Marty Hura for Parks and Shade Tree:**

Shade Tree is moving along and the Mayor has information available for Arbor Day. There will be a meeting tomorrow and the dog park will be discussed and the interns will attend.

**Mayor Clark for Cemetery, and Board of Zoning Appeals: Nothing for either****Paula Tubalkain for Portage County Regional Planning:**

There was a letter sent inviting everyone to a training session on Monday February 26<sup>th</sup> at 6:00 pm. Paula will be attending along with Toomas from the BZA. She said she is looking forward to it to see all the things they are doing for Villages and Townships.

**Dave Sluka Safety and Finance:**

Dave specified that at Safety they discussed that there would be roughly 60 acres of woodland for the purposes of hunting. The long shot distance for a bow is 40 yards, but typically only 20 or

30 yards is used for bow hunting. The parking lot on Peck Rd. would only hold 2 to 3 cars. Safety agreed it was worth hearing more about the potential of future hunting in the Village. The Mayor touched on Finances discussing the electrical aggregate and the potential water supply loan. Jenny brought up that residents were concerned about door to door solicitation. The Finance Committee discussed raising the fee.

### **New and Other Business**

The road levy will be expiring at the end of 2018, but the Village will receive money in 2019. It was recommended at Service and at Finance to put it back on the ballot in November. It will be a renewal levy.

There have been 8-10 applications that were received for the Village Administrators position. Before the Mayor sets up interviews she'd like more of an idea of what the Village is looking for, especially concerning talks with the County and the plants.

The Mayor will be out of town for a week starting February 26<sup>th</sup>, but will email daily.

### **Anything else that may properly come before Council**

Chelsea informed the Mayor that the Village has received a certificate that the little library is now considered a Library of Distinction due to its unique design and the care taken into it. Council and the audience thanked Chelsea for her work with Crestwood on the library.

### **Adjournment**

❖ Motion to adjourn at 9:40 pm made by Bob Gaglione, 2<sup>nd</sup> by Marty Hura -**All Ayes**

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Mayor Linda Clark

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Administrative Assistant Chelsea Gregor