

**REGULAR COUNCIL MEETING  
MINUTES  
March 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, Ben Prescott, Bob Gaglione, Dave Sluka and Scott Weaver

**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; Lieutenant Ken Justus

**Citizens Present:** Toomas Tubalkain, Sue Steinberg, Kyle Gray, Nicole Gray, Barb Zoller, Roy Peck, Tom Aldrich, Rhonda Pikus

**Moment of Silence:** Dispatcher Judy Lisk, Jane Major, Dale Pierson, and Betty Cartwright

**Approval of Minutes:**

An error was noted on the February 19, 2019 Regular Council meeting minutes page 4, ORD 2019-06, should read \$31,000.

- ❖ Motion to amend the minutes from the February 19, 2019 Regular Council meeting by Dave Sluka, 2<sup>nd</sup> by Paula Tubalkain - **All Ayes**
- ❖ Motion to approve as amended the February 19, 2019 Regular Council meeting minutes by Ben Prescott, 2<sup>nd</sup> by Marty Hura - **All Ayes**
- ❖ Motion to approve the minutes from the February 26 Special Council meeting Ben Prescott, 2<sup>nd</sup> by Bob Gaglione - **All Ayes**

**Mayor's Report:** (written report provided)

Mantua was acknowledged as a 2018 Tree City USA by the Arbor Day Foundation and will be recognized at the May 08 banquet.

March 31 meeting with the Advisory Council of Portage County Combined Health District to discuss changes to the by-laws.

The OPWC pre applications are due in May. We will need to hold another workshop to prioritize the projects for this application, which include: fire hydrants, storm sewers, Matts Road Bridge, and phase 2 of West Prospect.

Urban Growers quoted \$668.50 for hanging baskets in town. The Mayor will approach DMRC, the Chamber, and Mantua Garden Club for donations.

The Police Chief's annual evaluation has been submitted with an increase of 66 cents per hour. The Chief has completed his evaluations; which yield raises up to 2%. All increases are within the current pay scale ordinance.

Cemetery Trust submission of \$15,268 - Urban Growers quote of \$768 for flowers, Scotland Yard quote for 30 mows @\$350 each, and \$4,000 toward the plow truck.

Claude is stepping down from the Cemetery Board leaving a vacant seat.

### **Citizens:**

Kyle Gray asked if Council has a plan in place to further revitalize downtown and attract new business. Mayor Clark said they are working with the Chamber and DMRC to make the Village more enticing to keep businesses here, which appears to be the problem. Dave Sluka said that the coffee shop may be the catalyst needed. Paula Tubalkain mentioned we need to get the flow through traffic to stop and patronize these businesses.

Barb Zoller of 4712 East High Street approached Council regarding a high water and sewer bill as a result of a frozen pipe. Council discussion followed.

- ❖ Motion to forgive \$98.06 of the sewer portion of the bill by Scott Weaver, 2<sup>nd</sup> by Dave Sluka – **All Ayes**

Toomas Tubalkain further discussed the Kiosk plans and presented a diagram to Council.

Sue Steinberg discussed DMRC's progress on the sun sails in the Mini Park and a grant to revitalize Prospect to High Street.

Rhonda Pikas, inquired about further work on West Prospect and discussed problems with the catch basin near her property. John Trew noted that he is aware of and will address this catch basin issue. He also said that further work on West Prospect will depend on grant funding results.

### **Financial Reports: provided by Jenny August**

Jenny attended the Local Government Officials Conference on March 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> and met all of her requirements for the Fiscal Integrity Act as well as her term requirement for Public Records Training. One interesting thing she learned in the public records training class was that things discussed in executive session are not required to be kept confidential. (Per Page 111 of the Sunshine Book). Overall, it was a great conference.

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

- **Fund Status- *Looking Good.***
- **Cash Summary- *No Adjustments***
- **Revenues- *Revenues totaled \$154,642***
- **Expenses- *Combined operating and payroll expenses totaled \$96,316***
- **Credit Card Monthly Report- *lists VISA purchases***
- **Revenue Status- *Should average 17%***
- **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 44981 through 45042 were written in February**

- ❖ Motion to accept the Financial Reports made by Ben Prescott, 2<sup>nd</sup> by Marty Hura - **All Ayes**

### **Correspondence:**

Special event form from the Potato Festival; Sept. 7-9

- ❖ Motion to approve by Ben Prescott, 2<sup>nd</sup> by Paula Tubalkain – All Ayes

### **Bills of Resolution, Addendum Bills of Resolution** (written report to council)

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

### **Legislation**

**ORD. 2019-06** (*amended*) 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. 2<sup>nd</sup> Reading.

- ❖ Moves to 3<sup>rd</sup> reading

**ORD. 2019-07** AN ORDINANCE REPAYING THE REMAINING BALANCE OF ADVANCES PREVIOUSLY MADE FROM THE GENERAL FUND TO THE SEWER OPERATING FUND #5201. 2<sup>nd</sup> Reading.

- ❖ Following Council discussion, Paula Tubalkain motioned to amend section 1 to \$12,922.29, 2<sup>nd</sup> by Ben Prescott – All Ayes
- ❖ Motion to suspend the rules by Ben Prescott, 2<sup>nd</sup> by Paula Tubalkain – All Ayes
- ❖ Motion to approve by Ben Prescott, 2<sup>nd</sup> by Bob Gaglione – All Ayes

**RES. 2019-09** A RESOLUTION AUTHORIZING THE PURCHASE OF ONE 2019 CHEVROLET TAHOE SUV POLICE VEHICLE FROM TIM LALLY CHEVROLET AND AUTHORIZING THE PARTIAL FINANCING OF THE PURCHASE, AND DECLARING AN EMERGENCY. 1<sup>st</sup> Reading.

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

**ORD. 2019-10** AN ORDINANCE AUTHORIZING THE MAYOR AND THE CLERK-TREASURER OF THE VILLAGE OF MANTUA TO ENTER INTO A SECOND AMENDMENT TO THE WATER AND WASTEWATER SERVICES AGREEMENT WITH PORTAGE COUNTY, AND DECLARING AN EMERGENCY. 1<sup>st</sup> Reading.

- ❖ Motion to suspend the rules 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

**ORD. 2019-11** AN ORDINANCE AMENDING SECTION 135.01 OF MANTUA'S CODE OF ORDINANCES CONCERNING THE POSITION OF VILLAGE CLERK-TREASURER. 1<sup>st</sup> Reading.

- ❖ Discussion followed. Moves to 2<sup>nd</sup> reading

**ORD. 2019-12** AN ORDINANCE APPROVING AND ADOPTING A PERMANENT BUDGET FOR 2020 FOR THE VILLAGE OF MANTUA, AFTER PUBLICATION AND PUBLIC BUDGET HEARING PURSUANT TO OHIO REVISED CODE 5705.30. 1<sup>st</sup> Reading.

- ❖ Further discussion on April 16 at 6:00 pm workshop

**RES. 2019-13** A RESOLUTION OF THE MANTUA VILLAGE COUNCIL SUPPORTING OHIO HOUSE BILL 62 AND THE PROPOSED INCREASE IN THE OHIO MOTOR FUEL TAX AND FURTHER URGING SENATOR JOHN EKLUND TO SUPPORT OHIO HOUSE BILL 62 AND DECLARING AN EMERGENCY. 1<sup>st</sup> Reading.

- ❖ Motion to suspend the rules by Ben Prescott, 2<sup>nd</sup> by Bob Gaglione – **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:**

Old Business:

Dispatcher, Judy Lisk passed away. She had 20 years of service.

New vests are arriving

Camera system being installed in the village hall

Garrettsville is now on the MARCS radio system.

New Business;

Asked Council to move an auxiliary officer to a part-time position

- ❖ Motion to approve by Ben Prescott, 2<sup>nd</sup> by Scott Weaver – **All Ayes**

Speed Limit on High Street can not be reduced. We are working on further enforcement in this area. The speed trailer is on hold for now. Researching other options.

Safety Meeting scheduled April 03 @ 6:00 PM.

#### **Village Administrator:**

- 2/19/2019-Met with Connecting communities DMRC and Rotary Club to update trail progress and presentation from Headwaters Trail initiatives
- 2/20/2019 NOSDA meeting in Independence to discuss new and improved crack sealing methods and technology
- 2/21/2019- Met with Paula to review Sun Sails for the Mini-Park and their install procedures
- 2/27/2019- Means Jobs Ohio Supervisor training-Ravenna
- 2/28/2019- He and the Mayor met with Chris McPike from Buckeye
- 3/7/19- 3/8/19 Local Government Training Columbus
- 3/13/19- NOSDA meeting Independence
- 3/13/19- Cuyahoga River Water Trail meeting Cleveland Heights
- 3/14/19 Technical Advisory committee of AMATS Akron
- 3//20/19- Compass Packaging to tour facility and discuss Orchard avenue widening turn radius.

## **Village Engineer from C.T. Consultants: (written report provided to Council)**

### **RETAINER I GENERAL ISSUES**

Downtown Streetscape and other enhancement projects Jennifer Brown had previously met with the DMRC and provided funding ideas and guidance on taking initial steps to pursue grant funding for a segment of the streetscape plan. DMRC is presently evaluating the project scope and will then evaluate what tasks and/or assistance the DMRC would need further from Jennifer. Orchard Street turning radius pavement widening — 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 — Final bid documents were approved by Council and is now advertised for five (5) consecutive weeks with a due date of April 9, 2019.
2. Water Reservoir Rehabilitation — Engineering is underway; we will coordinate with the Administrator and Mayor.
3. West Prospect Street Roadway and Drainage Improvements — CT has completed reconciliation of final quantities and costs.
4. High Street Pavement and Waterline— A letter was received from Buckeye Pipeline regarding the contaminated area along High Street. CT is completing a review of the data and will report shortly.
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:**

Service – March 5 meeting new business: Storm Management Fee. Old Business: Curb on High Street, Buchert Park

Planning - No legislation. Identified issues to work on

Fire Board – Discussed future improvement purchases

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

Parks (no report)

Shade Tree - March 20, meeting to discuss the School Program and will update Council next month

#### **Mayor Clark for Cemetery, and Board of Zoning Appeals:**

Mayor Clark addressed Council with the idea of approaching the Cemetery Board for assistance in funding the new patrol car. Council agreed as it will be used to patrol the cemetery grounds.

BZA – (no report)

**Paula Tubalkain for Portage County Regional Planning:**

Discussed concerns with increasing popularity of:

Spartan Races - in Nelson and Windham, this creates parking problems with increased traffic  
Weddings in barns - noise, parking issues, electrical concerns, sanitation issues

These will need to be addressed for Ordinance changes

**Dave Sluka Safety and Finance:**

Safety - discussed in Chief Urso's report

Finance - reviewed legislation, discussed Clerk-Treasurer position, and the pay scale for the Mayor. Paula Tubalkain further explained that Finance discussed the Mayor's salary as compared to neighboring communities. She also talked about the role of Council relative to that of the Mayor. Dave noted that Paula is talking about three issues - Mayor salary, weak Council, turnover of Village Administrators. Dave said he feels that her pay is worth the effort she puts in. Michele said that any changes must be submitted five days before the filing deadline.

**New and Other Business**

Paula Tubalkain feels that ordinance postings on the web site should include exhibits. Michele Stuck explained that some ordinance exhibits, particularly the bid packet, have been omitted simply to bring interested parties in to the office to register.

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

**Adjournment**

❖ Motion to adjourn at 8:27 pm made by Ben Prescott, 2<sup>nd</sup> by Marty Hura -**All Ayes**

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Mayor Linda Clark

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Administrative Services Officer Marty Fergus