

SPECIAL COUNCIL MEETING MINUTES
VILLAGE OF MANTUA, OHIO

MARCH 27th, 2013 6:15 p.m.

CALL TO ORDER: 6:15 p.m. by Mayor Clark

PLEDGE OF ALLEGIANCE:

MEMBERS PRESENT: Council President Ben Prescott, Bill Zoller, Giles Seith, Linda Schilling, Paul Janson, and Marty Hura.

OTHERS PRESENT: Mayor Linda Clark, Clerk-Treasurer Jenny August, Solicitor Michele Stuck.

CITIZENS: None

DISCUSSION:

The Assistant Clerk Position:

Ben said he interviewed Donna and felt that she had a very professional demeanor, has a sense of humor, and has municipal experience from Hiram Village. Jenny said she was the water and sewer billing clerk there, and would be a good back up for Lisa when Lisa is on vacation. She understands fund accounting and typing minutes. Mayor Clark read off all of the software experience listed on her resume.

Ben Prescott moved to hire Donna Stiles as part time Assistant Clerk, with a second from Paul Janson. Jenny said that she will work 24 hours per week with no benefits, Michele added that she can work for 6 weeks per year up to 39 hours per week. All ayes on vote.

Regarding the Assistant Clerk's hourly wage, Linda Schilling asked Jenny how much she was thinking of starting her at. Jenny said she thought of starting her the same as Lisa, \$10.00 per hour, and then after she passes probation, bump her up to \$11.00 to treat everyone the same.

Mayor Clark said now that Jenny has an Assistant again, the Auditor would like to see all of the Park Lodge work back in Jenny's office. He wants all of the money in Jenny's office. Jenny said she thinks the Auditor meant the payments, but not the whole job of renting the lodge. If that is what Council wants, she will need to have her Assistant for more than 24 hours per week. Jenny will check with the Auditor. Ben said Council wanted to have all of the money taken in Jenny's office and we need to follow it.

Motion to start Donna at \$10 per hour and after probation raise her to \$11 by Linda Schilling with a second by Ben Prescott. All ayes on vote.

Motion to adjourn the Special Council meeting at 6:24 by Linda Schilling, seconded by Ben Prescott. All ayes on vote.

Linda Clark, Mayor

Jenny August, Clerk-Treasurer

SPECIAL COUNCIL MEETING MINUTES
VILLAGE OF MANTUA, OHIO

MARCH 27th, 2013 6:30 p.m.

CALL TO ORDER: 6:30 p.m. by Mayor Clark

PLEDGE OF ALLEGIANCE:

ROLL CALL: Council President Ben Prescott, Bill Zoller, Giles Seith, Linda Schilling, Paul Janson, and Marty Hura.

OTHERS PRESENT: Mayor Linda Clark, Clerk-Treasurer Jenny August, Solicitor Michele Stuck.

CITIZENS: Dan Denzinger, Larry Lietzow, Edie Benner, Michelle Barnauskas, Aaron Snopek, Carl Zeleznik, Ellie Stamm, John Clark, Tom Van Auken.

DISCUSSION:

S.R. 44 Sidewalk Project:

Mayor Clark gave a brief synopsis of everything that has happened since October 2011 when this project began. Previous Mayor Donna Hawkins was given Council approval to apply for a Connecting Communities Grant for \$25,000 and also a Transportation Enhancement Program (TEP) for \$290,000. There was a letter from a local organization stating that they would try to do everything possible to raise the matching funds, which is why Council agreed to this project. In December, we were notified that we did not get the Connecting communities Grant, but we would be getting something from the TEP grant. In February the village received notification from AMATS that we would be getting a \$45,000 TEP grant. At the time, we thought that we had until 2015 before the grant is to be bought and we had plenty of time to get a preliminary plan. Then after a few months, our Engineers said we need to get started on the preliminary plan. So they scheduled a meeting with business and property owners last June at Jake's. The property owners were all invited and those that attended were Dean Stebbins, Graham Harmon, Larry Lietzow, Carl Zeleznik, Ellie Stamm, and Tom Van Auken. Business owners that were invited were Joan Sweet, Dan Denzinger and other business owners. Everyone attended. This was just to toss around ideas to get started. She thought mostly everyone agreed and that making the Village look better was a priority. They discussed moving the sidewalk on either side of the road; they discussed a bike path with just enhancements, and other options. They decided to contact the engineer with these questions. They scheduled another meeting for July. Meanwhile Larry measured everything and came up with 621 lineal feet. At the July meeting at Graham's, the people that attended were Larry Lietzow, Graham Harmon, Tommy Van Auken, Carl Zeleznik, Joan Sweet and Jim Haylett who owns property on the east side of 44, also Edie Benner and Aaron Snopek and Michele Barnauskas. Graham, Carl and Tom measured to see how far the sidewalk would have to be from the road. They sketched up some designs for the next meeting. Everyone seemed okay with it, and there were still some concerns with the sidewalk. AMATS said we would not be able to do the bike trail and the sidewalk must be on the west side. Parent said their kids run track and need a safer place than the side of the road. They went to CT with their plan and in December CT presented us with their preliminary plan. When CT spoke with ODOT they said since they are paving the road and replacing the bridge in 2014 and doing all of the surveying, they can take care of the surveying and bump this project up from 2015 to 2014, so we had to get going on our preliminary plan. This brings us up to this plan. Linda showed a poster of Tom's area with a 5 foot sidewalk and curbs and such. He would prefer to not have any trees, just maybe a rock garden and shrubs. Then at the end of his property is a bump out that currently is kind of a mud hole with the concrete things. Larry prefers the curb and sidewalk to go that far so people don't turn where they can't see. From that bump out to Graham's flowerbox is another 156 feet. Then there is Graham's flowerbox, a little driveway, more sidewalk and a little enhancement. They met again at Dean's, and just the property owners were invited.

Originally CT had drawn the sidewalk buffer in front of NAPA at 55 feet and everyone said no, that is too much. They suggested 40 feet and asked if the Village could put up some barrels to see how traffic would flow. Carl and Larry met and put the barrels up. There were five property owners and they all committed donations for anything above the original \$45,000 because this plan with all the bells and whistles including conduit for future lighting may exceed the limit. This is to the point where all of the confusion took place.

Bill Zoller asked how long the bump out is in front of Graham's. The Mayor said it is about 30 to 40 feet. Bill asked why we don't consider cutting it down to the same size as Graham's. The Mayor said when they reduced it from 50 feet to 40 feet it created 58 feet on each side of the buffer area in front of NAPA. Linda Schilling asked if we are trying to go less than 40. The Mayor said if 40 feet isn't enough for truck traffic, we can try it at 30. The Mayor said when CT did the drawing; it appears to be about 6 ft. wide beside the sidewalk. The barrels were positioned away from the road.

Larry said the sidewalk is not the issue. There cannot be an island in front of that store and he will fight it forever. He doesn't want anything in front of this store. There are trucks in and out all day. Michelle B. asked if they tried pulling a truck in and out. Larry said they did try it by putting barrels up and there was an accident. The Mayor said the police report makes no mention of the barrels because the barrels had no impact on the accident. Larry said we don't know that. There can't be a curb in front. He will remove his donation if they put an island in front of his building. He doesn't mind a sidewalk, but no curb or island. Dan said even the fire truck responding to the accident couldn't get around because of the barrels.

Paul Janson asked who is responsible for making the final decision of the plan. Linda Schilling said Council. Michelle B. said they would like to include the business and property owners, but it is in the right of way and ODOT and the village both can put something they want in the right of way.

Bill said if this is going to impede business for anyone, it shouldn't be there. Linda Schilling said we can keep the sidewalk, just not the island. Larry said it should be open from the mud hole to Graham's planter. Dan said the Cisco truck can't get in without pulling into his lot and backing around. Michelle B. said some people don't want change. Linda Schilling said we can't do anything that may hurt business. Dan said people pull into his lot just to pull out so they can see.

Larry said there used to be a planter at the mud hole, and another one past Graham's planter, and another in front of Deans with flowering crab trees. They were all torn out because you couldn't see to pull out. The Mayor said all of the enhancement space will be no higher than 6 inches off the ground. There will be a 6 inch curb, a five foot sidewalk, and enhancement space.

Paul asked if the sidewalk has to be 5 feet. Do we put a sidewalk in there and have it run over by trucks? The Mayor asked how thick we would have to pour a sidewalk there. Another alternative that CT sent us, is to put in a concrete apron. John Clark said it would look like it is at Barky Mart. Ben said the concrete has to be 8 inches thick for trucks. Carl Zeleznik thought six inches would be sufficient. Paul asked how Larry and Dan would feel about a concrete apron type sidewalk. Dan would be fine with that, but he also wondered why we wouldn't put a sidewalk down the other side. ODOT won't allow it.

The Mayor said if we don't put an island in and we put in an apron with a slight lip to help with drainage and profiling, would Larry be fine with that. There is a catch basin by the fire hydrant that would need connected to the road. The next thing is traffic control in that area. Can we paint something on the driveway to show in and out?

Edie Benner said do you mean that there is not going to be any sidewalk at all? Ben said there would be a concrete apron that will be a sidewalk. Edie asked about the ingress and egress. Larry said if you want all direction to flow south, the trucks can't pull in and out. Linda Schilling said the trucks can pull in and out over the sidewalk. Bill said it is similar to the gas station. Edie said you won't have any ingress and egress. Ben said a concrete apron will look like and be used as a sidewalk. He thinks it could run up the costs since there will be more concrete poured. Michelle B. said it would be 116 additional feet of concrete. We are just taking away 40 feet of curb and add 60 feet of sidewalk. Marty said it would have

been all sidewalks anyway; the length of the sidewalk has not changed. Edie said there still has to be an entrance. The Mayor said there would be breaks in the sidewalk. Carl said then it would add 110 feet of sidewalk. Carl said Rich would have a better handle on that than we would. Carl said this is not a financial burden on the village. It is a grant and the DMRC is raising the matching funds, and the remainder expenses are being donated by the property owners. Ben said ODOT said we could put an apron in.

Paul said council has to make the decision. We have heard everyone, and we know how everyone feels. He personally thinks this is a great deal, but we have to be realistic about three things. First is the money. Second is that everyone should be happy about what is being done down there. The third thing is that we need to make it simple for everyone. You have to be able to get in and out without a planter being there.

Marty agrees with Paul in most respects. It is a great concept and will improve the look of the Village. The original drawing will not work for one of the businesses, so if we modify it with the apron, he agrees with it.

Linda Schilling asked Tom Van Auken's opinion. He is happy because he will gain parking. Larry said maybe the Mayor had a point about painting arrows by the mud hole for people pulling in and out. Dan said it is too hard to see pulling out by the mud hole.

The Mayor said she feels that we didn't give the barrels a fair chance. Also, Dan had someone park behind the poles which left less space, and other customers were driving through the tape. It was sabotaged. Dan said he never saw it sabotaged. The Mayor said we need to try it again for a whole week. She doesn't have a problem with the apron, but relating to the safety of our children and the long term outlook, the apron may not be safe enough.

Bill Zoller said there are different types of business in that area, and this just doesn't work for one of the businesses.

Edie said potentially the light poles can be put in the corner closest to each side, it may help people with traffic direction. The Mayor said it seems that Council would prefer to have the apron, so that would leave the light poles at the bump out at the pizza shop and at Grahams. Edie said we could put one at each end of the apron that marks the middle of Larry's property. Marty said they can't be there with semi's backing around. Edie said pylons can be planted around them.

Michelle B. said there was a plan, a consensus, and they agreed to test the plan. The barrels were not the cause of the accident. She is not clear on what happened and why Council is now re-planning a project that the property owners already planned. She doesn't care if there is a sidewalk or not. She actually wishes they never would have started this project. There are plenty of other ways to spend money in this town that are more important, but they want to see it through now.

Larry asked about the high school kids running on the other side. Dan said they run on the other side against traffic anyway.

The Mayor said it may not increase business in that area, but it will make the entryway of town look much nicer. Linda Schilling said we should try it out for a week. Ben said he (Larry) doesn't want it. Larry said most of the businesses have done a great job of making that end of town look great. The only reason for the flower bed is to look nice, but it will impede business. The apron is the best idea.

Edie said let's get the final cost estimate from CT and go from there. Marty would like to see how it will look. The Mayor said it seems that everyone is in agreement that council will ask C,T. to come up with a new cost estimate.

Carl asked how Dan would feel about having two 60 foot approaches for ingress and egress instead of having a 160 foot apron and the driveway would still come against the sidewalk. It would still be level. This would be to save concrete. The asphalt would still come to the sidewalk.

Ellie asked if Council would give CT both options and see if they are do-able. Sometimes when you ask them a question, you only get one answer.

The Mayor wanted to clarify that Council wants her to go to CT and get cost estimates for the apron from the pizza place to Graham's planter and the new variation. Paul said yes. Edie said to let them know what is happening so they know what to do next. The Mayor said the hydrant is scheduled to be replaced and can be moved to the enhancement space. That is a cost we can remove. Also, someone is donating the conduit, so that may be able to come out of the grant. If we get a volunteer to dig the trench, it would save almost half of that part of the grant. Michelle B. said it would have to be done beforehand. Dan D. said he owns a trencher that may be used. Someone else would do the digging. Tom V. asked where the power will come from for the lighting. The Mayor thought it would be from the street lighting. The Mayor said she would keep in touch with everyone.

Possible Grant opportunities:

CDBG Grant. Michele asked if a CDBG grant can be used for matching funds for an OPWC grant. Mayor Clark said yes, but it must be done within a year. Ben said he would call Abbey DeHart and find out. The meters project would have to be financed. Payments must be \$10,000 per year to be doable so the quarterly surcharge for Water Capital Improvements can make the payment. Bill Zoller said we will still have labor hours. Michele said our guys would be able to do stuff that is currently outsourced, and overtime would be reduced because our guys won't spend so much time reading meters. She asked how much each meter costs. It is \$130 if the meter only needs a head. If it the whole meter, it is \$175-\$200. The installation is \$55 to \$100 per meter. Ben said it must be bid out. He reminded everyone that a compound meter is more. Mayor Clark said if we defer the first year, and keep the payment under \$10,000, then after 2017 when the plant is paid off, we can pay the balance off faster. Certain loans can't be paid off early, so we can wait until we hear about the CDBG.

Giles asked if we can do half of town one year and the other half next year. Michele said that worked well in Garrettsville.

Mayor Clark said Windham uses a program called "Badger". She, Anthony and Ben will go check it out. The Mayor said Windham has 800 meters and they bill monthly. They have a full time person that spends 8 hours a day doing the billing. The Mayor also said that the Auditor strongly recommends that the billing is done out of the Clerk's office. He wants to see billing and payments in the Clerk's office.

Credentials for Engineers:

Mayor Clark said that Hess and Krock came to a Service meeting and all Committee members were there. Hess & Krock both can include Zoning. C.T. Consultants also can do zoning, but will charge an additional \$12,000 per year. The Mayor said Hess is a small local company, but Krock has good contacts with the Federal Government.

Zoning Inspector Position:

Mayor Clark asked if we should advertise for the Zoning Inspector position. Giles said no. Ben said we should move on an Engineer and . Michele suggested having a meeting with C.T. Consultants. We can let them continue on current projects. Council can determine at the April meeting who they want to hire, and if it not C.T. Consultants, we can give them a 30 day notice. Michele said first we need to consider qualifications, then negotiate the cost.

Motion to adjourn the Council Workshop at 8:22 by Ben Prescott, seconded by Marty Hura.
All ayes on vote.