

SPECIAL COUNCIL BUDGET WORKSHOP MINUTES
VILLAGE OF MANTUA, OHIO

April 15th, 2014
6:00 p.m.

CALL TO ORDER: 6:00 p.m. by Mayor Clark

ROLL CALL: Council President Paul Janson, Marty Hura, Giles Seith, and John Clark. Ben Prescott and Bill Zoller were absent.

OTHERS PRESENT: Mayor Linda Clark, Clerk-Treasurer Jenny August, Administrative Services Officer Kate Rogers, Solicitor Michele Stuck, Village Administrator Dave Akerley, Police Chief Harry Buchert.

CITIZENS: None

DISCUSSION ABOUT THE 2014 BUDGET:

Mayor Clark started the discussion with reviewing the budget submitted by Chief Buchert. His budget is partly increased due to the School Resource Officer. Mayor Clark said the budget Harry submitted including the School Resource Officer is \$481,000. Jenny said her budget for the Police Department totals \$445,500, and is in line with what we actually used in 2012 and 2013, plus she added an extra \$15,000 for extra gas and vehicle maintenance since now we have four cars instead of two. Harry said he doesn't have a problem with the budget submitted by Jenny.

Dave, Kate and Jenny worked on the Service Department budget together, so the budget Jenny put together is with Dave's recommendations. All funds were reviewed sequentially with no changes being made. Council ran out of time at the debt funds. This means the only funds that were not discussed were the debt funds, which generally follow the debt payment schedules anyway, and the Shade Tree fund budget, which Dave approved.

Motion to adjourn the Council Workshop at 7:00 by Ben Prescott, seconded by Paul Janson.
All ayes on vote.

Linda Clark, Mayor

Jenny August, Clerk-Treasurer

**REGULAR COUNCIL MEETING
MINUTES
APRIL 15, 2014
7:00 p.m.**

The meeting was called to order at 7:03pm.
Pledge of Allegiance and a moment of silence for Mary Sipos

Roll Call: John Clark, Marty Hura, Paul Janson, Giles Seith

- ❖ Motion to excuse Ben Prescott and Bill Zoller was made by Councilman Janson and seconded by Councilman Seith. 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; Rich Iafelice of CT Consultants

Citizens present: Heidi McArthur of Love Insurance and Stacy Turner of the Villager

Approval of Minutes

Councilman Clark asked that on page two under discussion of 941.k we change the word “work” to “word”.

- ❖ Motion to amend the minutes from the April 1st, Special Council Meeting was made by Councilman Clark and seconded by Councilman Janson. All voted aye
- ❖ Motion to approve the minutes from the April 1st, Special Council Meeting was made by Councilman Hura and seconded by Councilman Seith. All voted aye.
- ❖ Motion to approve the minutes from the March 18th 2014 regular council meeting was made by Councilman Seith and seconded by Councilman Clark. All voted aye.

Mayor's Report

Marty and I attended the PARTA breakfast. Jason from AMATS was the guest speaker.

I attended the PREP meeting on April 1st. We discussed the Moving Ohio forward/Land Bank, there is still funding available. The Portage County Celebration week is the week of August 24th. There are 5 different events: Monday is Volunteer day, Tuesday is Battle of the Bands, Wednesday is a car show, Thursday is currently open, and Saturday there is a football game. The organizers wanted to know if the Village would like to sponsor some event on Thursday like an ice-cream social, etc.

Dave and I attended the ODOT salt meeting. Dave has sent in the contract and we will be doing Legislation tonight. We were able to do our summer fill up through ODOT at the same price we paid all winter. We will know later what our price will be for the coming year.

Kate and I attended the Portage Summit service department mutual aid meeting. The street department officials are meeting to prepare a joint training program to save money for all of us. Dave or Kate will be attending. At the meeting we talked about the joint purchase and storage of salt, and the possibility of bringing more communities together. Hudson will be hosting a GIS meeting, date yet to be determined.

I spoke with Laura from EMA. She has let us amend Walnut Street and add engineering fees up to \$2500.00 and has granted an extension on the culvert on S.R. 44.

I have received a special event form from Crestwood Ponytail league. They have provided proof of insurance but no schedule yet.

- ❖ Motion to approve the special event form for the Crestwood Ponytail League was made by Councilman Seith and seconded by Councilman Janson. All voted aye.

Congratulations to Joe Urso our SRO. CMS surprised Joe with an award for the great job he is doing and said what a blessing he is to the school system with his cool calm demeanor. The Village appreciates the great job he is doing for the Village also.

Devin Hale our zoning inspector is resigning at the end of the month. I have 2 interested parties so far and will be conducting interviews.

Arbor Day Proclamation - The Mayor shared the proclamation for 2014 that states that the Village of Mantua recognizes Arbor Day. The Village of Mantua has participated in the Tree City USA program since 1990.

Love Insurance presentation – Heidi of Love Insurance presented a brief overview of the proposal for continuing to provide our insurance. This year when they shopped out the quote, HCC came in lower than the Ohio Plan that we have been using. She discussed some of the differences between the two companies and the two quotes. Chief Buchert asked several questions about the two companies. He said that the police department uses the Ohio Plan's trainings and other services and is very comfortable with them.

Financial Reports

Clerk-Treasurer August shared a summary of the March financial reports:

- To summarize, we received \$137,667 in revenues, and we spent \$83,387 in operating and payroll expenses.
- ❖ Motion to approve the financial reports was made by Councilman Seith and seconded by Councilman Hura. All voted aye.

Correspondence

- Lakeland Community College is hosting a class for Ohio Sunshine Law Training on Monday, May 12, 2014 from 1:00 p.m. to 4:15 p.m. followed by a one-hour class on Records Management and Retention. I have the information in my office if anyone is interested.
- Carla Henderson of 4769 Glenwood Dr. sent us a bill for the plumbing call out that she made on Sunday March 30th due to sewer backing up into her basement. The next day we called the Ravenna vac truck to come and check our lines, and there was a back-up. She is asking that we pay her plumber's bill in the amount of \$430.96.

Councilman Clark asked if the homeowner is required to claim this on her own insurance.

Solicitor Stuck reported that in general the utility owner is not liable to pay the claim if they are not negligent on the maintenance or design of the infrastructure.

Council decided to take no action.

Council received two work authorizations from CT Consultants. The first is to allow CT Consultants to assist in the preparation of an OPWC grant to help fund repairs at the water and wastewater plants. The total amount is not to exceed \$1000.

- ❖ Motion to approve the work authorization was made by Councilman Janson and seconded by Councilman Hura. All voted aye.

The second is a work authorization for consultation on the infrastructure projects to be completed using the EMA monies from last summer's storm damage, not to exceed \$2500.

- ❖ Motion to approve the work order was made by Councilman Clark, and seconded by Councilman Janson. All voted aye.

Bills of Resolution, Addendum bills of Resolution

Councilman Clark questioned the charge for training for Mike May to maintain his wastewater operator's license. He said that in the past Mr. May refused to allow us to use his license to keep our plant running, even when we were without an operator of record. Councilman Clark voiced his opinion that because of the past behavior, the Village should not have to pay for his continued licensing. Chief Buchert and Village Administrator Akerley said that because the training was authorized by his supervisor, this training should be reimbursed.

- ❖ Motion to approve the Bills of Resolution and Addendum Bills of Resolution was made by Councilman Janson and seconded by Councilman Hura. All voted aye.

Legislation

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. 2014-06 (*amended*) 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. *3rd Reading.*

The Mayor reported that 931.01(g) was no longer necessary because the sewer multiplier was put into the sewer rate structure. The mayor asked for a motion to recommend removing this section from the legislation.

- ❖ Motion to amend was made by Councilman Janson and seconded by Councilman Hura. All voted aye.
- ❖ Motion to approve ORD. 2014-06 was made by Councilman Hura and seconded by Councilman Janson. All voted aye.

ORD. 2014-10 AN ORDINANCE AUTHORIZING THE MAYOR OF THE VILLAGE OF MANTUA TO ENTER INTO AN AGREEMENT WITH THE DISTRICT COMMISSIONERS OF THE PORTAGE COUNTY SOLID WASTE MANAGEMENT DISTRICT FOR THE COLLECTION OF RECYCLABLES FROM MANTUA VILLAGE AND DECLARING AN EMERGENCY. *2nd Reading.*

The Mayor is still researching with Portage County and the EPA and will give an update when it is available.

ORD. 2014-11 (*amended*) AN ORDINANCE SETTING FORTH CONDITIONS FOR THE USE OF THE FORMER BOY SCOUT BUILDING AT BUCHERT PARK AND DECLARING AN EMERGENCY. *2nd Reading.*

No discussion

RES. 2014-20 A RESOLUTION RATIFYING THE ACTIONS OF THE VILLAGE ADMINISTRATOR IN EXECUTING AND DELIVERING A 2014-2015 SALT PARTICIPATION AGREEMENT TO THE OHIO DEPARTMENT OF TRANSPORTATION, AND DECLARING AN EMERGENCY. *1st Reading.*

The Mayor shared that this year the minimum and maximum salt usage percentages that ODOT is requiring us to commit to have been tightened to between 90%-110%. We want to be as careful as possible about not over or under committing our salt resources.

RES. 2014-21 A RESOLUTION DECLARING IT NECESSARY TO LEVY AN ADDITIONAL TAX UPON THE REAL PROPERTY WITHIN THE VILLAGE OF MANTUA FOR THE GENERAL CONSTRUCTION, RECONSTRUCTION, RESURFACING AND REPAIR OF STREETS, ROADS AND BRIDGES WITHIN THE VILLAGE, PURSUANT TO OHIO REVISED CODE SECTIONS 5705.03, 5705.19(G) AND 5705.191, AND DECLARING AN EMERGENCY. *1st Reading.*

This legislation will allow Jenny to ask the Auditor's office to tell us what millage will be needed for the levy.

RES. 2014-22 A RESOLUTION SUPPORTING STATE ISSUE 1, THE RENEWAL OF THE STATE CAPITAL IMPROVEMENTS PROGRAM ON THE MAY 6, 2014 BALLOT, AND DECLARING AN EMERGENCY. *1st Reading.*

This resolution is to show our support to the state for the continuance of the OPWC grant funding.

ORD. 2014-23 AN ORDINANCE APPROVING AND ADOPTING A PERMANENT BUDGET FOR 2015 FOR THE VILLAGE OF MANTUA, AFTER PUBLICATION AND PUBLIC BUDGET HEARING PURSUANT TO OHIO REVISED CODE 5705.30. *1st Reading.*

No discussion

ORD. 2014-24 AN ORDINANCE AUTHORIZING CERTAIN ADJUSTMENTS TO THE 2014 APPROPRIATIONS AND DECLARING AN EMERGENCY. *1st Reading.*

The Clerk-Treasurer shared that The Village Administrator is asking for appropriations for the purchase of a vibratory roller. He shared two quotes and one comparable. He will come back with a more thorough analysis of the use of the funds and how it will be justified.

ORD. 2014-25 AN ORDINANCE AMENDING SECTION 941.17(n) OF THE CODIFIED ORDINANCES OF THE VILLAGE OF MANTUA, RELATING TO INSTALLATION OF WATER METERS AND RELATED EQUIPMENT, AND DECLARING AN EMERGENCY. *1st Reading.*

The Mayor asked everyone to study this ordinance and be prepared to discuss and act on it at the next meeting.

RES. 2014-26 A RESOLUTION ESTABLISHING THE SEWER CAPITAL IMPROVEMENTS FUND 5762 FOR THE VILLAGE OF MANTUA AND DECLARING AN EMERGENCY. *1st Reading.*

This will create the fund where the new \$2 monthly sewer surcharge will be placed.

Department Heads and Village Engineer

Chief of Police Harry Buchert

The chief said that they have a light bar from the old cruiser and a computer stand that they wish to donate to the Mantua Shalersville Fire District and the Village of Hiram, respectively. Neither has any use or value to the Village.

- ❖ Motion to allow for the donations of the light bar and computer stand was made by Councilman Janson and seconded by Councilman Seith. All voted aye.

Village Administrator Dave Akerley

The service department and the contractor finished with the fire hydrant replacements today. The next order of business will be to have Mike Ronyak come out to look at Regan and Canada Rd.

Village Engineer from C.T. Consultants

There is no word from the state yet in regards to the Safe Routes to School Grant.

The LGIF grant application is currently under review.

The ODOT sale date for the sidewalk project is next week.

The Crestwood sewer project is ongoing and although it is a little behind schedule, it will be completed by the May 31st deadline.

Committees

- Councilman John Clark for Service – We had no meeting in April
- Councilman John Clark for Shade Tree – Arbor Day is next Friday. The trees for the students have been delivered to the school. Councilman Clark asked for Council to accept the following donations towards the Arbor Day celebration:
Committee members - \$100
Middlefield Bank - \$25
McDonalds Coupons - \$1300

- ❖ Motion to approve the donations was made by Councilman Hura and seconded by Councilman Janson. All voted aye.

- Councilman Marty Hura for Parks – We have picked the colors for the merry go round. We met with a representative with the EPA to advise us about what we can do in regards to controlling the flora along the river. The Mayor also reported that the EPA informed us about some possible grants to be used for Parks improvements.

- Mayor Clark for Planning – Devin Hale has resigned as zoning inspector. The Mayor is in the process of getting the business he had in progress wrapped up.
- Mayor Clark for Cemetery – Mr. Lombardi will be going to court on April 28th to determine whether we can get approval for the trust funding for the cemetery.
- Mayor Clark for Board of Zoning Appeals – No new business. The board is still waiting to hear an update about the possible project on the property of Mantua Station Drug.
- Councilman Ben Prescott for Finance – No report
- Councilman Giles Seith for Safety – No report
- Councilman Bill Zoller for Fire Board – No report

New or Other Business

The Mayor reported that she asked Ellerhorst Insurance to revise their insurance proposal to make it completely comparable with the two that Love Insurance had given us. Now Council has the three policies to compare and make their decision.

- ❖ Motion to renew our insurance policy with the Ohio Plan was made by Councilman Seith and seconded by Councilman Janson. All voted aye.

Anything else that may properly come before Council

Councilman Hura reminded everyone to submit their articles for Mantua Matters.

- ❖ Motion to go into executive session for discipline of a public official was made by Councilman Janson and seconded by Councilman Hura. All voted aye.
- ❖ Motion to come out of executive session was made by Councilman Hura and seconded by Councilman Seith. All voted aye.
- ❖ Motion to authorize the Mayor to send a letter of reprimand to Hal Stamm for the improper replacement of the street marker at Canada and State Route 44 was made by Councilman Hura and seconded by Councilman Janson. Councilman Seith voted no. All others voted aye.

A Special Council Meeting was set for April 29th at 5:30pm.

- ❖ Motion to adjourn at 9:08 pm was made by Councilman Hura and seconded by Councilman Janson. All voted aye.

Mayor Linda Clark

Admin Services Officer Kate Rogers