

**REGULAR COUNCIL MEETING
MINUTES
April 17th, 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; Clerk-Treasurer, Jenny August; Police Chief Joe Urso; Administrative Assistant Chelsea Gregor

Citizens Present: Jen Sobczak, Sue Steinberg, Greg Balbierz and Lieutenant Ken Justus

Moment of Silence: Jack Shafer, Richard Workman, Warren Ambler

Approval of Minutes:

- ❖ Motion to accept the minutes from the March 20th, 2018 Council meeting minutes by Ben Prescott, 2nd by Scott Weaver- **All Ayes**

Mayor's Report:

The Mayor received a Special Event form for the Mantua Potato Festival Sept 7th, 8th and 9th. The insurance will come later. There were Special Event forms, from Advanced Rehab, for Cinco de Mayo on May 5th, the Potato Stomp on September 8th, Oktoberfest on October 13th, and the Turkey Trot on November 22nd. The DMRC turned in their Special Event forms for Art on the Hill on July 14th, along with Babes of Baseball on July 14th at the north park.

- ❖ Motion to approve the Special Event Forms made by Ben Prescott, 2nd by Dave Sluka-**All Ayes**

The Tree City awards banquet is being held on May 8th, 2018 for which Marty and the Mayor are planning to attend. In a press release Arbor Day named Mantua a Tree City USA for 2017. There will be an AMATS annual breakfast at PARTA in Kent on May 5, 2018 that the Mayor and Councilman Hura will also be attending.

The Mayor then asked if anyone on Council would like to step forward and handle a presentation for the 60th anniversary of the siren in May, but there were no volunteers.

Citizens: None

Financial Reports:

Jenny attended the Local Government Conference last month and met her training requirements for the Fiscal Integrity Act. She felt like it was a great learning experience for new things. The conference was trying to add more interactive and round table classes, so that others have an opportunity to hear what other communities are doing. One of the most interesting things she learned in the budget class is that the Village should try to only appropriate 85% of what it spent the year prior, and to increase appropriations only when there is a good reason.

- There were **no negative funds** during March. So far, the water-sewer transfers are being made on schedule.
- **Cash Summary** report shows no adjustments.
- **Revenues** totaled \$ 250,205 part of this was the semiannual property tax check, and also we had a large pass through receipt for the High St. Waterline project of \$33,000.
- **We spent** \$174,828 in operating and payroll expenses. (Include pass through payment for High St. Waterline project)
- **Revenue Status-** on track.
- **Appropriation Status-** looking good.
- **The water & sewer and tax software programs balanced** with the UAN and bank.
- There were no adjusting factors on the **bank reconciliation**.

❖ Motion to approve the Financial Reports made by Ben Prescott, 2nd by Marty Hura-**All Ayes**

CORRESPONDENCE:

The Ohio Municipal League Summer classes are here and Council has a copy in their mailbox. The Mayor told Council that Great Lakes Petroleum is interested in selling to the Village.

Bills of Resolution, Addendum Bills of Resolution

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

Legislation

ORD. 2018-15 AN ORDINANCE APPROVING AND ADOPTING A PERMANENT BUDGET FOR 2019 FOR THE VILLAGE OF MANTUA, AFTER PUBLICATION AND PUBLIC BUDGET HEARING PURSUANT TO OHIO REVISED CODE 5705.30. *2nd Reading.*

There was a workshop that was held prior to the Council meeting and there are some amendments that Council would like to make. Page 1 of the budget, reduce the dispatch operating line item from \$38,000 to \$33,000. Page 4 reduce transfers out from \$62,000 to \$42,000. On page 14 correct the second 2018 to 2019. There will then be a 15-minute public hearing in May before the Council meeting.

❖ Motion to approve as amended made by Ben Prescott, 2nd by Scott Weaver -**All Ayes**

ORD. 2018-19 AN ORDINANCE AMENDING SECTIONS 505.11 AND 549.08 OF THE CODIFIED ORDINANCES OF THE VILLAGE OF MANTUA, IN ORDER TO PERMIT LIMITED HUNTING IN THE MARSH WETLANDS STATE NATURE PRESERVE WILDLIFE AREA. *1st Reading.*

Ben asked if the term hunting included trapping. Michele stated that it is detailed and it does include trapping as hunting.

RES. 2018-20 A RESOLUTION SUBMITTING TO THE ELECTORS OF THE VILLAGE OF MANTUA THE QUESTION OF RENEWAL OF THE 3.85 MILL TAX LEVY FOR THE GENERAL CONSTRUCTION, RECONSTRUCTION, RESURFACING AND REPAIR OF STREETS, ROADS AND BRIDGES WITHIN THE VILLAGE, PURSUANT TO OHIO REVISED CODE SECTIONS 5705.19(G) AND 5705.191. *1st Reading.*

Paula asked if this was to include storm sewers and Michele explained in the Ohio Revised Code that it would only be for streets.

ORD. 2018-21 AN ORDINANCE REPEALING ORDINANCE 2018-18, REINSTATING ORDINANCE 2017-45- ESTABLISHING ONE-WAY TRAVEL ON SECOND STREET, AND DECLARING AN EMERGENCY. *1st Reading.*

The Mayor received a letter from the Post Office that said: As of April 23rd the route adjustment for Second St will commence. The line of travel for route six was presented to the AMS department on April 12th and at that time the adjustment was approved. Saturday April 21st, 2018 will be the last regular delivery to the customers. They can begin transferring their mailboxes to the other side of the street on Sunday April 22nd. Council had originally stated that residents will be given 30 day's notice, but because of the quick response from the Post Office the residents received a letter sent out on April 13th. Mail will be held at the Post Office if the mailboxes are not moved or moved too soon.

- ❖ Motion to suspend the rules made by Ben Prescott, 2nd by Paula Tubalkain -**All Ayes**
- ❖ Motion to approve by Ben Prescott, 2nd by Paula Tubalkain-**All Ayes**

Department Heads and Village Engineer

Police Chief Urso:

AT&T wanted to port that day at 5pm but the Chief didn't want any issues with everyone gone for the day. The new day is May 30th.

The flooring is finished in the police department.

Kaitlyn is doing a great job as the new SRO officer at Crestwood School.

The Police Dept. hired a new officer, a new dispatcher and is looking into a second dispatcher.

The Second St. signs were discussed with Dave to switch out to one-way on Monday morning.

There was a discussion at Safety to purchase a new K-9 vehicle for Kenny. He found a good deal on a 2014 Chevy Tahoe in Chicago that would save about \$20,000, since it was already in use as a police car.

- ❖ Motion to approve a purchase order for \$28,000 to Charles Chevrolet for Kenny's new K-9 vehicle by Paula Tubalkain, 2nd by Ben Prescott-**All Ayes**

Village Administrator: (Report given by Mayor Clark)

The cemetery trust letter is being put together with a list of items that includes \$770 for flowers, \$5,750 for the removal of 7 maple trees, 4 trees need to be replanted, the roof on the Mausoleum needs to be fixed, and the doors of the Mausoleum need to be re-hinged.

- ❖ Motion to approve the final cost for the cemetery letter by Ben Prescott, 2nd by Marty Hura-**All Ayes**

Jeff Lilly from Davey Tree contacted the Village and they were hired to remove 20 to 50 Ash trees across the street from the new NAPA store on Rt. 44. The removal of the trees is no cost to the Village, but the Mayor needs approval for the removal of the downed trunks. Davey Tree will be leaving the fallen logs, but they need to stay in the county.

- ❖ Motion to allow the Mayor to dispose of the tree logs by Ben Prescott, 2nd by Bob Gaglione-
All Ayes

The reason Davey Tree is removing the trees is because Ohio Edison wants to move the electric lines from in front of NAPA to the west side of the road.

- ❖ Motion to go ahead with pole moving as long as it doesn't cost the Village money by Ben Prescott, 2nd by Scott Weaver-**All Ayes**

The Village has \$150,000 in loan money still available and \$40,000.00 in grant funds for a total of \$190,000.00 for the E. High St. Project. The Mayor explained the different options.

Options:

1. Stop where we are, make Utility Contracting whole; we would owe them \$49,612.38 for pipe sitting on site (we can use the 8" pipe for other water projects etc. and pay back Buckeye their \$116,000.00)
2. For Utility to complete project, it will cost approximately \$266,000.00 (because the changing of the pipe to ductile and the electronic stuff \$216,000.00 plus the \$49,612.38).
3. Sever ties with Utility Contracting, and pay them their \$49,612.38 and rebid. We have an estimate from one company for \$178,000.00 plus \$49,612.38 total of \$227,612.38

Council agreed to go with option number 3 and Michele had a resolution already prepared.

RES. 2018-22 AN RESOLUTION AUTHORIZING C.T. CONSULTANTS TO REVISE THE PROJECT SCOPE AND SOLICIT BIDS FOR THE REMAINDER OF THE HIGH STREET WATERLINE REPLACEMENT PROJECT, AND DECLARING AN EMERGENCY. 1st

Reading.

- ❖ Motion to suspend the rules made by Scott Weaver, 2nd by Ben Prescott -**All Ayes**
- ❖ Motion to approve by Ben Prescott, 2nd by Bob Gaglione-**All Ayes**

The NE Quad pre-app is due on June 1, 2018 for OPWC. This is the project Council had chosen last year. The Mayor asked if Council wants to go forward with this or switch to the Reservoir for OPWC for the half million. Another option is to go for a grant and zero interest loan. The EPA has given the Village an extension until, August of 2019. Another option is to go for the EPA loan with interest for the half mill. Council then discussed the options.

- ❖ Motion to move the northeast quadrant to next year by Ben Prescott, 2nd by Bob Gaglione -
All Ayes

Village Engineer from C.T. Consultants: Not in attendance

Council has received the Village engineers report

Committees

Bob Gaglione for Service, Planning and Fire Board:

At Planning they talked about medical marijuana and rental inspections, both of which were tabled. There was a lengthy discussion about the Mats Rd. bridge. The Service committee talked about storm water fees, asset management, road signs for E. Prospect, flooding on Woodford St. and bike racks were also discussed.

At the Fire Board meeting they talked about some personnel issues. The new medical squad #3 was damaged and will get repaired. The power load cot was damaged and will get repaired.

Marty Hura for Parks and Shade Tree:

The Parks meeting was cancelled last month, but there will be a meeting tomorrow. Shade tree is moving along with the Pet Safe Grant application for the proposed dog park.

Mayor Clark for Cemetery, and Board of Zoning Appeals: Nothing

Paula Tubalkain for Portage County Regional Planning:

There were some buildings torn down in Ravenna and the property is now in the land bank. They are trying to figure out how to re-zone the property to sell it.

Paula suggested to use some T.A. hours for the Pet Safe Grant.

Paula and the Mayor met with Christina concerning the Mats Rd. bridge.

Dave Sluka Safety and Finance:

Safety was already touched on.

At Finance they talked about the future of the Water and Wastewater Treatment Plant.

There is a meeting with the County at the June Council meeting. Finance talked about possible financial implications and if it is something that they would want to put on the ballot for the citizens to decide. They talked about revisiting the fee structure for permits for door to door solicitation. It was last drafted in 1963, and has a fee of \$3 per license.

Rental inspections were discussed, and they believe that the conditions of some rental properties are effecting the kind of renters and businesses that are being attracted.

New and Other Business

Paula said that the County will come in May with information about contracting services for the Water and Wastewater plants, which may give Council a direction on how to move forward with a Village Administrator.

Paula said that on May 16th she will be gone for 3 weeks and will miss the June Service meeting. Ben will be going on vacation for 2 weeks starting May 28th.

Bob will also be going on vacation May 25th through June 16th and will miss the June Service and Council meetings.

Anything else that may properly come before Council

Adjournment

❖ Motion to adjourn at 8:07pm made by Ben Prescott, 2nd by Bob Gaglione -**All Ayes**