

**REGULAR COUNCIL MEETING
MINUTES
April 18th, 2017
7:00 p.m.**

Mayor Clark called the meeting to order at 7:00pm and led the Pledge of Allegiance.

Roll Call: John Clark, Paul Janson, Marty Hura, Ben Prescott, Paula Tubalkain and Giles Seith

Other Village Personnel: Mayor Linda Clark; Clerk-Treasurer, Jenny August; Village Solicitor, Michele Stuck; Rich Iafelice, Village Engineer; Police Chief Harry Buchert; Village Administrator Bruce Rininger; Administrative Assistant Chelsea Gregor

Citizens Present: Greg Balbierz, Ida Yarolin, Jeff Benner, Mike Ward, Brian Perkins, Dave Hamlin, and Stacy Turner of the Villager

Moment of Silence: Grace Hopkins, Jean Thomas, Mickey Long

Approval of Minutes:

There were a few amendments to the regular March 21st Council meeting minutes.

On page 4, Ord. 2017-04, to make clear that Paula and Giles voted yes, to set the Village Administers high cap at \$27.

On page 4, in the paragraph regarding Jessica Hopkins, it should say “enforcing”, not “enacting”.
On Res. 2017-10, the amount in the resolution paragraph should be \$371,810.39.

- ❖ Motion to make the amendments to the regular March 21st Council meeting minutes by Ben Prescott, 2nd by Paula Tubalkain-**All Ayes**
- ❖ Motion to accept the amended minutes from the regular March 21st Council meeting made by Ben Prescott, 2nd by Paula Tubalkain-**All Ayes**

Citizens:

Mrs. Yarolin, of Pioneer Trail, inquired as to why she and Mrs. Ramsay have to pay \$250 each for a site plan review for their tie in. She was very frustrated by the whole circumstance of the tie in and was requesting answers. Rich explained that it is the County that is enforcing the tie in and that the Village is only trying to help provide assistance with a professional engineer to give guidance with plan reviews.

Jeff Benner told Council that they are agreeing to the bike-n-hike easement for Mill St. He then explained that his partner Eric, was found in violation of an ordinance and wanted to make things right. The Army Corp of Engineers have been working with Eric and Jeff to get into compliance. Jeff stated that he had a signed copy from Rich from the 1990's saying that they were in a flood zone, but not a flood way, and that they did not know that they needed a new permit since he already had a signed paper. They were unaware that they could not fill, and the fill has since been removed. Jeff will be working on correcting their violation.

Brian Perkins, chairman for the Potato Fest, spoke to Council about all the different facets of the festival that he would like to change and incorporate. He would like to add new electrical outlet poles, which he stated that electricians have been kind enough to donate their time and materials to the cause. He would like to incorporate a K-9 dog dash which would require a 27,000 gallon pool, set up the tent for the World's Largest Pierogi Contest on the basketball court, set up vendors along the road on E. High St. and to hang a banner across Rt. 44. He has been in contact with OUPS, and discussed various scenarios with the Chief and Council to make sure everyone is on the same page and everything is safe.

- ❖ Motion to close the road, to allow electrical poles, to allow the K-9 pool and to have it drain toward, and into the river, by Ben Prescott, 2nd by Paula Tubalkain-**All Ayes**

Council also requested additional fencing around the dog pool, which would keep the dogs in, and keep people out.

Mayor's Report:

The Mayor and John attended a meeting in Mentor regarding a Senate bill and regulations to be passed concerning water and waste water. The Mayor will be giving Bruce a copy so that he is informed.

The Village has received \$250 from Mrs. Yarolin and Mrs. Ramsay each, for a site plan review from CT consultants for their sewer tie in.

- ❖ Motion to pay a work authorization, not to exceed \$500 by Ben Prescott, 2nd by Paul Janson-**All Ayes**

Financial Reports

Jenny attended the Local Government Officials conference last week. As always, she said it was very informative, and believe it or not FUN! They offered some new classes including a round table session for villagers, which was interesting.

Jenny is real busy right now with taxes, and noticed some of the new HB 5 rules coming into play, such as if a resident owes less than \$10 they don't have to pay anything. She has seen it a few times with businesses, but only one resident.

- There were **no negative funds** during March.
- **Cash Summary** report shows no adjustments.
- **Revenues** totaled \$ 231,201
- **We spent** \$124,543 in operating and payroll expenses.
- **Revenue Status-** On track.
- **Appropriation Status-** looks good, overall.
- **The water & sewer and tax software programs balanced** with the UAN and bank.
- There was a \$100 adjusting factors on the bank reconciliation due to a check being misread at the bank. It has been corrected.

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

CORRESPONDENCE:

There was a letter from the Budget Commission inviting Village Council to the decennial meeting where they determine the allocation of local government funds. It will be held Tuesday, May 30th at 6:00 pm at the public meeting room at Reed Memorial Library in Ravenna.

Bills of Resolution, Addendum Bills of Resolution

- ❖ Motion to accept the Bills of Resolution and Addendum Bills of Resolution by Paul Janson, 2nd by Ben Prescott-**All Ayes**

Legislation

ORD. 2016-63 AN ORDINANCE ENACTING SECTION 400.09.C OF THE ZONING ORDINANCES OF THE VILLAGE OF MANTUA, CONCERNING PORTABLE OUTDOOR STORAGE UNITS. *3rd Reading.*

- ❖ Motion to un-table by John Clark, 2nd by Ben Prescott -**All Ayes**

John inquired about the last paragraph, where there is a 10 year exception. He asked if there is a change in property owners, if the exception would no longer apply. Paula then shared that after she went to the conference she learned that zoning stays with the property. Michele, explained further and the short answer is no, that the exception cannot be lifted.

- ❖ Motion to put back on the table by Ben Prescott, 2nd by Paula Tubalkain-**All Ayes**

ORD. 2017-04 AN ORDINANCE ESTABLISHING PAY SCALES AND POSITIONS OF FULL AND PART TIME EMPLOYEES OF THE VILLAGE OF MANTUA, REPEALING PRIOR INCONSISTENT ORDINANCES, AND DECLARING AN EMERGENCY. *3rd Reading.*

- ❖ Motion to approve by Ben Prescott, 2nd by John Clark- **Ben Prescott, John Clark, Paul Janson, Marty Hura- Ayes, Paula Tubalkain, Giles Seith- No**

Paula mentioned that since nothing has been cleared up concerning the water and sewer issue, she would have to vote no.

ORD. 2017-05 AN ORDINANCE AMENDING AND RENUMBERING CHAPTER 450 OF THE ZONING ORDINANCES OF THE VILLAGE OF MANTUA RELATING TO SIGN REGULATIONS. *3rd Reading.*

It will be turned back to planning and will be discussed at the Public Hearing in May.

- ❖ Motion to put on the table by John Clark, 2nd by Ben Prescott -**All Ayes**

ORD. 2017-07 A AN ORDINANCE AMENDING SECTION 610.02 OF THE ZONING ORDINANCES OF THE VILLAGE OF MANTUA RELATING TO SITE PLAN REVIEW. *3rd Reading.*

- ❖ Motion to put on the table by Ben Prescott, 2nd by Marty Hura -**All Ayes, Ben Prescott, Marty Hura, John Clark, Paul Janson, Paula Tubalkain- All Aye, Giles Seith- No**

ORD. 2017-09 AN ORDINANCE AMENDING SECTION 941.17(n) (4) OF THE CODIFIED ORDINANCES OF THE VILLAGE OF MANTUA, RELATING TO INSTALLATION OF WATER METERS AND RELATED EQUIPMENT. *3rd Reading.*

❖ Motion to approve by Ben Prescott, 2nd by John Clark-**All Ayes**

ORD. 2017-15 AN ORDINANCE APPROVING AND ADOPTING A PERMANENT BUDGET FOR 2018 FOR THE VILLAGE OF MANTUA, AFTER PUBLICATION AND PUBLIC BUDGET HEARING PURSUANT TO OHIO REVISED CODE 5705.30. *2nd Reading.*

Jenny said that she wanted to amend this to add \$19,500 for police telephones.

❖ Motion to amend the Police budget by \$19,500 for the 911 expenses by Paula Tubalkain, 2nd by Ben Prescott -**All Ayes**

ORD. 2017-16 AN ORDINANCE APPROVING THE RECODIFICATION, EDITING AND INCLUSION OF CERTAIN ORDINANCES AS PARTS OF THE VARIOUS COMPONENT CODES OF THE CODIFIED ORDINANCES OF MANTUA, OHIO AND DECLARING AN EMERGENCY. *1st Reading.*

❖ Motion to suspend the rules made by Ben Prescott, 2nd by John Clark -**All Ayes**

❖ Motion to approve by Ben Prescott, 2nd by Paul Janson-**All Ayes**

RES. 2017-17 A RESOLUTION AUTHORIZING APPLICATION FOR GRANT FUNDING THROUGH THE OHIO DEPARTMENT OF NATURAL RESOURCES NATUREWORKS GRANT PROGRAM, AND DECLARING AN EMERGENCY. *1st Reading.*

This is a reimbursable grant that the DMRC had nearly completed and brought to Service for review which is due May 1st. They wish to receive grant funds, which will include funds of their own, to create a paved pathway on the north and south sides of Buchert park so that strollers can be used, and pedestrians can track their mileage.

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

❖ Motion to approve by Paul Janson, 2nd by Marty Hura-**All Ayes**

ORD. 2017-18 AN ORDINANCE AUTHORIZING CERTAIN ADJUSTMENTS TO THE 2017 APPROPRIATIONS AND DECLARING AN EMERGENCY. *1st Reading.*

This is in regards to expenses relating to 911.

❖ Motion to suspend the rules made by John Clark, 2nd by Ben Prescott -**All Ayes**

❖ Motion to approve by Ben Prescott, 2nd by Paul Janson-**All Ayes**

Department Heads and Village Engineer

Police Chief Buchert:

The Police Dept. received more donations for the K-9 Program in the amount of close to \$2,600.

❖ Motion to accept the donation for the K-9 Program by Ben Prescott, 2nd by Marty Hura-**All Ayes**

The 911 system for the county is moving forward. The initial start date of May 8th has been pushed back, to as early as June or as late as September. The Village was left out, and so the Police Dept. has been working with AT&T and the 911 coordinator from Portage County. The estimate is \$19,500 a year. The Chief asked for a motion from Council to approve the expenditures as they come in since it is over \$3,000.

- ❖ Motion to pay the expenditures as they come in since by Ben Prescott, 2nd by Paula Tubalkain-**All Ayes**

May 3rd is the next Safety meeting at 6:30pm.

Village Administrator:

Service crew has been getting everything ready for paving this summer with Todd Lamb. They are looking at doing a base on Grand Elm St., paving the east side of Mill St., spots on Woodford St. and finishing Oak St. Bruce will have more together for the next Service meeting.

The Bobcat mini is scheduled to be sent on April 24th.

They are disassembling the plows and are getting ready for mowing.

Bruce asked Council to make a motion to accept donations from Chelsea for the little library and a 60 cup coffee maker for the park lodge estimated at \$95.

- ❖ Motion to accept the donations from Chelsea Gregor for the little free library and a 60 cup coffee maker for the park lodge by Ben Prescott, 2nd by Giles Seith-**All Ayes**

Village Engineer from C.T. Consultants:

Rich mentioned that Jeff had given the okay earlier in the meeting for the easement, and so the following day there will be an appraiser sent out. Eric and Jeff had donated a portion of land for an easement of a value of approximately \$25,000. Rich will get the easement document written up.

The Mayor asked what the status was for the paving and storm sewers for W. Prospect St.

Rich said that he spoke to Brian and they should know something by Friday.

The Mayor said that no matter what, something needs to be done on W. Prospect.

She also said that Council might want to consider OPWC for valve replacements.

Committees

John Clark for Service and Fire Board:

Service has been covered. The Fire Board is soliciting quotes to replace the roof, and so far they have only received 1 quote. It's a metal roof estimated at around \$175,000.

They have also received 7 quotes for a new squad purchase, they are being very competitive.

Marty Hura for Parks and Shade Tree:

Marty mentioned that Chelsea had designed a Buchert Park pamphlet with information and prices regarding park rentals and park information to help advertise.

Arbor Day is that weekend, and is asking Council for a motion to accept a donation.

- ❖ Motion to accept the \$90 donation of seedlings by Ben Prescott, 2nd by Marty Hura- **All Aye**
The Mayor made plans with Marty to attend the Tree City Ohio Award Banquet in May.

Mayor Clark for Planning, Cemetery, and Board of Zoning Appeals:

Planning is working on subdivision regulations and will be doing some tweaking on signs. The Cemetery Board had a meeting, they want to leave the urns at the mausoleum and make them a permanent fixture. They were ok with the flowers that were ordered, and Patty will be spray painting the urns. The Trustees are requesting help with weeding the flower beds and rototilling, for when they start planting the weekend of May 20th. They are asking if the Village can water the hanging baskets in the 2 gardens by the mausoleum and memorial gardens. The Board also discussed possible legislation to make changes regarding the cemetery, but no one felt there needed to be any changes.

Ben Prescott for Portage County Regional Planning: He did not attend

Paula Tubalkain for Finance:

Paula said that they discussed the grant a lot at the meeting the night before. She also recommended more of Council to attend the conference that she had just attended with Jenny. She found it very informative and there was even a round table discussion for Villages. Paula was impressed with 5 year plans that she had heard about, and thought that it would be beneficial for the Village to put together the same to log when things have happened and when things may need replacing, for example. She felt this would also be helpful for any new hires.

Giles for Safety: He said it's been covered

New and Other Business

Water and sewer rates to be discussed at the Service Meeting.

Anything else that may properly come before Council

Adjournment

- ❖ Motion to adjourn at 9:18pm made by Ben Prescott, 2nd by Giles Seith-**All Ayes**

Mayor Linda Clark

Administrative Assistant Chelsea Gregor