

PUBLIC HEARING MINUTES
VILLAGE OF MANTUA, OHIO
Revised 2016-63, 2017-05 and 2017-07 Zoning Amendments

May 16th, 2017 at 6:45 p.m.

Mayor Clark called the meeting to order at 6:45 pm.

ROLL CALL: Ben Prescott, Marty Hura, Ben Prescott, Paula Tubalkain, Giles Seith, John Clark and Paul Janson.

OTHERS PRESENT: Mayor Linda Clark, Clerk-Treasurer Jenny August, Village Administrator Bruce Rininger, Police Chief Harry Buchert, Administrative Assistant Chelsea Gregor,

CITIZENS: Bob Gaglione

TOPIC OF DISCUSSION:

Ordinance 2016-63: Mayor Clark explained that in Section 1 part C there are three properties that are to be grandfathered in. They are 10485 Main St., 10483 main St. and 4720 E. Prospect St. This will be amended by Council before approval during the regular Council meeting.

Ordinance 2017-05: Section 3 part B- Banners to be displayed on property of special event has been eliminated.

Ordinance 2017-07: This has also been amended previously and is ready to be voted on.

There was no public comment.

- Motion to adjourn at 6:51 by Ben Prescott, with a second by John Clark. All ayes on vote.

Mayor Linda Clark

Jenny August, Clerk-Treasurer

PUBLIC HEARING MINUTES
VILLAGE OF MANTUA, OHIO
2018 Tax Budget

May 16th, 2017 at 6:52 p.m.

Mayor Clark called the meeting to order at 6:52 pm.

ROLL CALL: Ben Prescott, Marty Hura, Ben Prescott, Paula Tubalkain, Giles Seith, John Clark and Paul Janson.

OTHERS PRESENT: Mayor Linda Clark, Clerk-Treasurer Jenny August, Village Administrator Bruce Rininger, Police Chief Harry Buchert, Administrative Assistant Chelsea Gregor,

CITIZENS: Bob Gaglione

TOPIC OF DISCUSSION:

Ordinance 2017-15: In previous meetings, the budget for 2018 has been amended and is ready for approval by Council.

There was no public comment.

- Motion to adjourn at 6:56 by Ben Prescott, with a second by John Clark. All ayes on vote.

Mayor Linda Clark

Jenny August, Clerk-Treasurer

REGULAR COUNCIL MEETING
MINUTES
May 16th, 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; Rich Iafelice, Village Engineer; Police Chief Harry Buchert; Village Administrator Bruce Rininger; Administrative Assistant Chelsea Gregor

Citizens Present: Bob Gaglione, Dave Hamlin, Carl Zeleznic, Ellie Stamm, Todd Brugmann, Pam Stebbins, Matt Denzinger, Alan Brugmann, Dean A. Stebbins Sr., Jim Haylett, David Guyette, Joseph S. Semety, Jeff Benner, Hal L. Stamm, Abbey Denzinger, Chris Hendershot, Aaron Denzinger, Ron Overberger, and Stacy Turner of the Villager

Moment of Silence: Sandy Horvath, Merelene Sprouse

Approval of Minutes:

- ❖ Motion to accept the minutes from the regular April 18th Council meeting made by Ben Prescott, 2nd by Marty Hura-**All Ayes**
- ❖ Motion to accept the minutes from the May 2nd Special Council meeting made by Ben Prescott, 2nd by Marty Hura-**All Ayes, Giles Seith Abstained**

Citizens:

Matt Denzinger spoke to Council about the frustration and confusion he has had regarding the process to approve the building of a new Napa store at the corner of Rt. 44 and Canada Rd. Many citizens attended to show support for Matt and his new project, while others chimed in to include their difficulties with understanding zoning issues as well as with the zoning inspector. The Mayor stated that unfortunately the Village can only process information so quickly, especially when so many facets concerning a project are involved, and John apologized to Matt “for the trouble you’ve had”. The Mayor and Paul did express that they will help Matt to figure out what he needs to move the project along and into the stages for a final approval.

Jeff Benner also spoke to Council about his frustrating floodplain zoning experience, and gave examples to Council of issues and concerns that have happened in the past.

The topic of a floodway/floodplain letter that was sent to residents and businesses was brought up, and the Mayor explained that it was intended to be informative rather than disciplinary.

A concern was brought up in regards to installing an unnecessary water line down Canada Rd. with the Napa project and that residents would then have to tie in to the Village utility system in a trickle-down effect. There is currently no demand for water for that to occur with consideration to the size of the new building and the current amount of water that Napa uses per month.

Mayor's Report:

The Nature Works Grant was submitted by the deadline on May 1st.

A River Day cleanup is scheduled for Saturday May 20th. Chelsea will be volunteering her services and Junior will be available to haul garbage away for 2 hours.

The Mayor is recommending Clark Magdich to join the Landmark committee.

- ❖ Motion to accept Clark Magdich as the new Landmark committee member by Ben Prescott, 2nd by Marty Hura-**All Ayes**

Mayor Clark has received a special event form from Crestwood Ponytail League.

- ❖ Motion to accept the special events form by Ben Prescott, 2nd by Marty Hura-**All Ayes**,

Financial Reports

The auditor submitted the Villages audit to her boss, and he took away our second finding from the audit report. Since it was just "Pass-Through" money, the Village did not actually exceed appropriations. So the Village just has the one finding about using the incorrect code numbers.

- There were **no negative funds** during April.
- **Cash Summary** report shows no adjustments.
- **Revenues** totaled \$ 247,913
- **We spent** \$148,821 in operating and payroll expenses.
- **Revenue Status-** We should be around 34% in most funds.
- **Appropriation Status-** we need to keep an eye out on some line items, such as wages. The Street fund overall is at 45%. General Fund, Water and Sewer funds are on track.
- **The water & sewer software programs balanced** with the UAN and bank.
- **Income Tax-** I have only processed through April 20th, so I will let you know next month. So far we are in balance though.
- There are no adjusting factors on the bank reconciliation.

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

CORRESPONDENCE:

The Ohio Attorney General is offering an "Ohio Sunshine Laws Training" class at Lakeland Community Center tomorrow. Jenny is designated as the person to attend on behalf of the village, but she recommends that everyone should go now and then. Paula just attended the class in Columbus and it is about 3 hours long.

Also, just a reminder for anyone that is available, the Portage County Budget Commission is meeting on May 30th at 6:00 PM in the public meeting room at Reed Memorial Library, 167 East Main St. in Ravenna to discuss the allocation of local government funds to cities, villages, townships, and districts. (Fire & Library districts)

Bills of Resolution, Addendum Bills of Resolution

Marty found an error in the Bills of Resolution. The Ohio Edison bill was listed under the wrong fund.

- ❖ Motion to amend line 35 by Marty Hura, 2nd by Ben Janson-**All Ayes**

Paul asked how the money for the mini excavator was split and Jenny explained that money was set aside from each fund for a new truck, and so that money was used to pay for the mini instead.

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

There was concern under section 1. The Mayor read the ordinance and identified addresses to be grandfathered as follows: 10485 Main St., 10483 Main St., and 4720 E. Prospect St. will be allowed to keep their storage units.

- ❖ Motion to amend by Ben Prescott, 2nd by Marty Hura-**Ben Prescott, Paul Janson, Marty Hura,- Ayes. John Clark, Giles Seith, Paula Tubalkain- No**
- ❖ Motion to approve by Ben Prescott, 2nd by Marty Hura- **Ben Prescott, Marty Hura, Paul Janson- Aye, Giles Seith, Paula Tubalkain, John Clark- No, Mayor Clark- Aye to break the tie and pass the ordinance without the amendment**

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.*

- ❖ Motion to take off the table by Ben Prescott, 2nd by Marty Hura -**All Ayes**

Planning is recommending that Council removes Section B. and renames section C as Section B which is going to remove, special event or banner signs must be located on the premise of the event or businesses, and keep that, special event signs may be displayed no longer than 30 days from the event.

- ❖ Motion to remove section B and rename section C to now be section B by Paul Janson, 2nd by Ben Prescott-**All Ayes**
- ❖ Motion to approve as amended by Ben Prescott, 2nd by Paul Janson-**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. *3nd Reading.*

- ❖ Motion to take off the table by Ben Prescott, 2nd by Marty Hura -**All Ayes**
- ❖ Motion to approve by Ben Prescott, 2nd by Marty Hura -**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 5705.30.3rd *Reading*

Jenny said the changes have all been made in the general fund.

- ❖ Motion to amend by Ben Prescott, 2nd by Marty Hura -**All Ayes**
- ❖ Motion to approve as amended by Ben Prescott, 2nd by Marty Hura-**All Ayes**

ORD. 2017-19 AN ORDINANCE AUTHORIZING THE MAYOR TO EXECUTE A LEASE / OPTION TO PURCHASE AGREEMENT WITH THE PORTAGE PARK DISTRICT FOR THE HEADWATERS TRAIL WEST OF STATE ROUTE 44, AND DECLARING AN EMERGENCY. *1st Reading.*

Discussed that the Portage Parks want to lease the trail for \$1 a year, and then purchase the trail in 2018 for \$1. More would need to be discussed if it were to still be a part of the Village and how large of an area was actually given to the Village to begin with.

ORD. 2017-20 AN ORDINANCE AMENDING THE ZONING ORDINANCES OF THE VILLAGE OF MANTUA RELATING TO SUBDIVISION REGULATIONS. *1st Reading.*

No Discussion

ORD. 2017-21 AN ORDINANCE AMENDING THE ZONING ORDINANCES OF THE VILLAGE OF MANTUA RELATING TO SITE AND GRADING PLAN REGULATION. *1st Reading.*

Giles inquired about the 15% grade that is stated, but more discussion is required.

ORD. 2017-22 AN ORDINANCE CREATING THE VILLAGE HALL NOTE RETIREMENT FUND #3401 AND AUTHORIZING A SEMI ANNUAL TRANSFER FROM THE GENERAL FUND #1000, AND DECLARING AN EMERGENCY. *1st Reading.*

Jenny explained that due to the village hall bond debt being refinanced into a conventional loan, a new fund had to be established in order to follow the Village Officers Handbook. The property tax money will now be deposited into the General fund and will need to be transferred semi annually into the new note retirement fund.

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

ORD. 2017-23 AN ORDINANCE ACCEPTING TEMPORARY AND PERMANENT EASEMENTS FOR THE HEADWATERS TRAIL - MILL STREET CONNECTOR PROJECT FROM B & H PROPERTY RENTALS LLC. AND DECLARING AN EMERGENCY. *1st Reading*

Paul asked if the easement meets the necessary dollar amount, and Rich said that they will have to get the property assessed.

- ❖ Motion to suspend the rules made by John Clark, 2nd by Paul Janson -**All Ayes**
- ❖ Motion to approve by John Clark, 2nd by Marty Hura-**All Ayes**

Department Heads and Village Engineer

Police Chief Buchert:

The Police department has received more donations for their K-9 fund, roughly \$2,700 to date.

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

There will be an estate auction in town on May 23rd.

Patrolman Reitz is retiring, and will be re-appointed as Sargent on June 1st. There will be an open house party to celebrate Bob's retirement.

A letter from Jen Sobczak was received asking the Village to pay for damages sustain from an arrest, but Michele said that the Village is immune. The estimated damage is \$200-\$300.

June 7th is the next Safety meeting at 6:30pm.

Village Administrator:

The Little Free Library will have its Grand Opening on Friday May 19th at 3:30pm on the front lawn of the Village Hall. Books have already been donated to start the library off fully stocked.

The mini excavator is working well and has already been used for burials, and storm drain and sewer work.

Bruce has received quotes from Todd Lamb to do paving on Grand Elm and Woodford St.

- ❖ Motion to approve the paving for no more than \$12,000 for each street by Ben Prescott, 2nd by Giles Seith-**All Ayes**

The Village received a request from Hal Stamm to waive the tap in fees for the Pioneer Trail tie in, but Bruce does not feel that it would set a good precedent, especially since the tap in fees are in place for a reason. The \$5,700 tap in fee must be paid before they can break ground.

- ❖ Motion to charge the tap in fee by Ben Prescott, 2nd by Marty Hura-**All Ayes except Paul Janson who voted No**

Village Engineer from C.T. Consultants:

The plans were approved for the Pioneer Trail and are waiting on a final approval. They are waiting on the approval of the Township for permission to build. Rich stated that the Village will own the tie in, so it is in the best interest to watch construction. Hal has been responding quickly to Rich in regards to the tie in.

CT completed the Nature Works grant application.

Rich had a meeting with Gene Roberts and has been getting him up to speed over the past few months, and more recently reviewed the water and sewer utilities in the Village during a Mayor's invite meeting. Discussions were made regarding the best interest of the Village and talks of creating an exploratory committee, and Giles was suggested to be a part of it.

- ❖ Motion to establish an exploratory committee by John Clark, 2nd by Marty Hura- **John Clark, Marty Hura, Paul Janson, Paula Tubalkain-Ayes, Ben Prescott- No, Giles Seith- Abstained**

Committees

John Clark for Service and Fire Board:

John passed out draft minutes for the Service meeting to give to Council to update them.

Kenny Justice was promoted from Lieutenant to Captain at the Fire Department. Chuck Kollman was promoted to Lieutenant. Fire board is still taking quotes for a new ambulance. They should have everything purchased by mid-July or early August. There are 5 applications for the full time exam at the fire department.

Marty Hura for Parks and Shade Tree:

The Mayor and Marty attended the Tree City Award Banquet, and listened to a speaker talk about the benefits of compost versus insecticide and fertilizer. Parks and Shade Tree is the following evening.

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

Bob said that Planning went over a site plan review for the Napa store. They also receive a letter from BZA and sent a letter back with their recommendations.

The cemetery is getting work done by the Cemetery Board on May 20th with flowers. The Service dept. will be rototilling the memorial garden to prep for flower plantings.

BZA has two hearings coming up. Crestwood has a hearing May 18th and there is a hearing for a deck to be put up by a resident June 1st.

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

Paula Tubalkain for Finance:

They went over financial reports at the finance meeting, as well as, ordinance 2017-19 which is in reference to the leasing and selling of part of the trail to the Portage Parks District, with the possibility of a potential road in the future for businesses. Finance did talk about the issue with Jennifer Sobczak and they did not want to pursue anything.

Giles for Safety: He said it's been covered

New and Other Business

The Mayor discussed the potential water and sewer rates that CT, and Service had come up with to help Council decide on a rate increase. There are aging infrastructure issues that the Village has no choice but to attend to which means a rate increase is required soon.

- ❖ Motion to have Michele prepare legislation to increase water and sewer rates as recommended by C.T. Consultants Option #3 in the utility rate study by Ben Prescott, seconded by Marty Hura. All ayes on vote.

Anything else that may properly come before Council

Rich explained briefly to Council about the issues that arise when anything is wanting to be done in an area that is considered a floodway or a floodplain. He stated that surveys have been done outlining where those areas begin and end and what those types allow as far as any construction.

Adjournment

- ❖ Motion to adjourn at 9:57pm made by Ben Prescott, 2nd by Giles Seith-**All Ayes**