

PUBLIC HEARING FOR THE 2016 BUDGET MINUTES
VILLAGE OF MANTUA, OHIO

May 19th, 2015 6:45 pm

CALL TO ORDER: 6:45pm by Mayor Linda Clark

ROLL CALL: Bill Zoller, Ben Prescott, Marty Hura, Paul Janson, John Clark

❖ Motion to excuse Giles Seith made by Paul Janson, 2nd by Bill Zoller—**All Ayes**

OTHERS PRESENT: Mayor Linda Clark, Assistant Clerk-Treasurer Ashlee Hawkins, Village Administrator Kate Rogers, Rich Iafelice with C.T. Consultants, Village Solicitor Michele Stuck.

CITIZENS: Roy Peck, John Watson

DISCUSSION: No discussion

❖ Motion to adjourn at 6:47pm made by Ben Prescott, 2nd by Marty Hura —**All Ayes**

Linda Clark, Mayor

Assistant Clerk-Treasurer Ashlee Hawkins

**REGULAR COUNCIL MEETING
MINUTES
May 19, 2015
7:00 p.m.**

Mayor Clark called the meeting to order at 7pm and led the Pledge of Allegiance. There was a moment of Silence for Penny Bishop, David Harmon, Kellie Krichbaum, and all of the men and women in the Armed Forces, Police and Fire Services that gave their lives for our country.

Roll Call: John Clark, Marty Hura, Paul Janson, Ben Prescott, Giles Seith, and Bill Zoller

Other Village Personnel: Mayor Linda Clark; Clerk-Treasurer, Jenny August; Village Solicitor, Michele Stuck; Village Administrator, Kate Rogers; Police Chief Joe Urso; Assistant Clerk-Treasurer, Ashlee Hawkins; Rich Iafelice of CT Consultants

Citizens Present: Dan Pompilli from the Record Courier, Linda Schilling, Roy Peck, John Watson, Peg Minard, Irene Wellington, Ethelyn Fitzsimmons, Jean Thomas, Annalee Heinl, Ursula Ficht, Portage County Treasurer Brad Cromes, Tammy Lyons, Angie Hunter, Carole Pollard, Judy Fiala, Cal Lommlen, Marilyn Majni, Jodie Fiala, Kim Sunwalt, Andrea Urso.

Approval of Minutes

- ❖ Motion to accept the minutes from the April 21, 2015 Council meeting and Council workshop and the minutes from the May 7, 2015 special Council meeting made by Ben Prescott, 2nd by Marty Hura-**All Ayes**

Proclamation for Evelyn Fitzsimmons

Ethelyn was born May 17, 1915 in Marietta, Ohio. She went to a one room school house in Monroe County, where she walked a mile through the fields to school every day. In grade school she had to memorize a poem every night. Ethelyn received a scholarship for college. Her favorite subjects were German, Creative Writing, and Geology. In the 1940's she got a job at Green Cross Hospital in the x-ray department typing reports. In 1950 Ethelyn married Bud, James Paul Fitzsimmons. They moved to Mantua in 1955. She starting giving piano lessons and continued for many years. She was hired at KSU and worked there for 19 plus years as a secretary in the president's office, working for President's, George Bowman, Robert White and Glenn Olds.

Here life's motto is: "Do something you enjoy every day!"

Mayor's Report

Mayor Linda Clark said that council met on May 07, 2015 to establish the paving schedule for 2015 with the monies from the property tax levy that our voters approved. She said that for the calendar year 2015 we will be paving West Prospect Street from the intersection at Maple Street west to High Street, Herald Street between East High and East Franklin and Glenwood from Main Street to Ambler Lane. She also said that there will be some repairs to other areas as well. Mayor Clark said that we are also applying for an OPWC grant for the calendar year 2016 that would use part of the levy money as the match for a larger grant to be able to pave more roads next year after we inspect and or repair infrastructure. She said that we will be having legislation tonight to approve CT Consultants and her to sign the pre application that is due before our next Council meeting. She also stated that we have sent the support proclamation to Linda Hoedigger for prostate cancer awareness for September 2015. Mayor Clark said that she was contacted by someone who is involved with the tower in front of the Village Hall and was told that the lights have been ordered and should be here in a few weeks and they are also contacting someone to possibly help with the wiring of the lights.

Mayor Clark said that she has some special event forms that she needs council to approve. She said that Teresa and Larry Cutlip attended the May 7th meeting and asked if they could have a benefit for the Potato Festival on June 27th from 10am-6pm. They are asking us to close down First St. during that time. Mayor Clark said that Teresa has contacted the liquor board and they are going to be applying for a special license so they can sell liquor out of a booth on First St. She also said that they will be getting us the necessary paperwork from their insurance company.

- ❖ Motion to approve the special event form for Potato Festival Benefit made by Ben Prescott, 2nd by Marty Hura-**All Ayes**

Mayor Clark said that she also has a special event form from the Potato Festival that is from 9/11-9/14 for the use of the Village Park. She said that she does not have any insurance or any other paperwork as of now.

- ❖ Motion to approve the special event form for the Potato Festival made by Bill Zoller, 2nd by Ben Prescott-All Ayes

Brad Cromes- Portage County Treasurer

Brad said that he was appointed to this position in February and he is making it a point to try and to get to all of the town and cities and introduce himself. He said that if there is anything that he can help us with, to contact him. He said that he has been working on trying to improve their website. Brad said that there is information about the Portage County land bank on their site, he said that there is grants out there to take down run down houses and there is \$400,000 that needs to be use by September 30th or it goes back to another community and he would like it to be spent here. Brad said that they launch a new imitative to help people with the septic issue, said that there are some new regulations from the EPA on septic systems and one thing his office has come up with is a link deposit program. He said that is where they would take some county funds and put them into the bank and then the bank will make some funds available for loans at a below market rate.

Mary Greer-Mary went over who gets the money from injection wells. Portage County well owners made \$2 million dollars in 2013. The well owner must pay a fee of .20 for every barrel from out of state, and .05 for every barrel that is from in state. That fee goes to Ohio Department of Natural Resources. The rest is kept by the well owner. Also the state of Ohio pays him back 3% of his ODNR fees since he is doing the collection for them. FHA will not finance any property with an active well. Audience member Cal Lollman asked if the companies are paying taxes to us for dumping here. Mary said no. He said these trucks that haul it in are ruining our roads and not paying for it. There is nothing we can do about it. Bill Zoller said the trucks are paying road use taxes.

Citizens

Carole Pollard-Carole said that they had the training on April 25th and it was recorded. She said that they will be meeting on the second Saturday in June. She said that she would like to go to an Aurora Landmarks Commission meeting to see how they do it since they have been doing it for over 20 years. Carole said that they are now in the phase where they can begin to evaluate applications to be listed as a historic landmark.

Linda Schilling-Linda said that there is a water leak in the park by the river and Kate Rogers said that they are aware and will be addressing it.

Tammy Lyons for the Potato Festival- Tammy said that her understanding is that the date for when the bridge is going to be fixed is when the potato festival is going on. Mayor Clark said that the tentative date right now is for the beginning of September. She said that it was brought to her attention that the water going to the park could possibly be turned off. Mayor Clark said that they are going to be replacing the water line under the bridge. Mayor Clark said that she doesn't have a schedule yet but she would think that they would replace the waterlines first. She said that until she gets an exact date, she cannot say if the water will be shut off. Tammy said that they are working really hard to make the potato festival work and they won't be able to do the festival if there is no water, the health department won't allow it. Mayor Clark said that she wants the potato festival to happen but we need a bridge and if the county says they want to shut the water off on September 9th, she is going to have to talk to council to see if they should tell the county to shut the bridge and come back next spring or figure out another way. Paul Janson said that won't happen, that they county should work around the dates. Mayor Clark said that she told Linda Schilling this because she wants them to be aware of what could happen.

Tammy said that they have the insurance for the potato building and it should be faxed to the police department. She asked if we have a copy of the lease that the village has with the potato festival for the building and Mayor Clark said that the Clerk can get her a copy of it. Bill Zoller said that he talked to some of the committee members and they asked about using our dumpsters during the festival. Mayor Clark said that she talked to Don Johnson at Kimble about getting an extra dumpster and he said that it was going to be a \$200 fee in order to bring one to the park. Linda Schilling asked if Mayor Clark can reach back out to Kimble to get the extra dumpster and she said that she will contact them.

Greg Balbierzs- He said that there are some new officers and trustees and two of them are here today, Jodi Fiala and Kim Sumwalt. Jodi will be the treasure and Kim will be the Vice President for next year. Greg said that the first of the downtown clean ups is going to be this Friday the 22nd. He said that he is going to talk to the Village Administrator about some projects to include in the cleanup. Greg said that they are going to be doing some clean up in the mini park, the pocket park, Prospect and Main St. He said that they have submitted some information to the police Chief for additional items for the Art on the Hill. He said that there will not be an adventure race this year for the Portage Parks District. Greg said that they are looking to do a special bike and brainstorm activity which is an information ride that is done in conjunctions with AMATS. He said that they have a proposed route for the ride and they are hoping that this will bring in new visitors to the Art on the Hill. He said that they will be having a wellness clinic down at the Art on the Hill. Mayor Clark asked if the bike ride will require a special event form and Chief Urso said that he explained to the people of Art on the Hill that the policy is no bikes so they are going to have to figure something out. Chief Urso said that with the current proposed route, it's going to go through five different jurisdictions that they are going to have to coordinate with. Mayor Clark asked if we can get a proposed route and Greg went over the route. Mayor Clark asked if they have contacted who they needed to and he said that they have. Mayor Clark said that Village Solicitor Michele said that she feels that the bike ride is a separate event from Art on the Hill and would require a separate special event form.

❖ Motion to accept special event form for the bike ride once everything is received and approved by the Police Chief made by Bill Zoller, 2nd by Ben Prescott-**All Ayes**
Mayor Clark said that they would also need to show insurance

Financial Reports

Jenny said that the audit is done and that it wasn't so bad but we do have a few issues to address. She said that we need to schedule our "Audit Exit Conference", preferably before mid-June because the audit firm expects to get crazy busy after that. Jenny suggested that perhaps we could schedule it before Service, Safety, or Finance meets, or even just before the June Council meeting. She said that it will only take them about 10 minutes to review everything, but if council thinks that they will need question & answer time, they could schedule a half an hour or an hour meeting. Jenny said that council has the April financial reports.

To summarize:

- All funds are remaining steadily in the black.
 - We received \$201,980 in revenues.
 - We spent \$142,007 in operating and payroll expenses.
 - Revenue Status- overall, we are right on track
 - Appropriation Status- we will address a few amendments in Ordinance 2015-20.
 - The water & sewer and the tax software programs balanced with the UAN and the bank.
 - There were no adjustments needed on the bank statement.
- ❖ Motion to accept the financial report made by Ben Prescott, 2nd by Marty Hura-**All Ayes**

Correspondence

Jenny said that we received our quarterly report from the Portage County Health Department and it is on file downstairs and that May 27th is the deadline to get something to Diane Hura for Mantua Matters.

Council decided to schedule the exit interview for the audit for before the June council meeting and Jenny said that she will contact them to see if they can do it that day.

Bills of Resolution, Addendum Bills of Resolution

Jenny said that she had to add \$8948.50 to the addendum bills of resolution for the semiannual payment for the Village Hall building. She said that its all interest and we will make the principle payment in December. Jenny said that it comes out of fund 3101.

- ❖ Motion to amend the addendum bills of resolution made by Ben Prescott, 2nd by Marty Hura-**All Ayes**
- ❖ Motion to approve the Bills of Resolution and Addendum Bills of Resolution with amendment was made by Ben Prescott, 2nd by Marty Hura-**All Ayes**

Legislation

ORD. 2015-05 AN ORDINANCE AUTHORIZING A CHAPLAIN PROGRAM WITHIN THE POLICE DEPARTMENT OF MANTUA VILLAGE. 3rd Reading.

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

ORD. 2015-13 (amended) AN ORDINANCE APPROVING AND ADOPTING A PERMANENT BUDGET FOR 2016 FOR THE VILLAGE OF MANTUA, AFTER PUBLICATION AND PUBLIC BUDGET HEARING PURSUANT TO OHIO REVISED CODE 5705.30. *3rd Reading.*

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

ORD. 2015-15 (amended and tabled) AN ORDINANCE AMENDING SECTION 135.01 OF MANTUA'S CODE OF ORDINANCES CONCERNING THE POSITION OF VILLAGE CLERK-TREASURER. *3rd Reading.*

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

RES. 2015-19 A RESOLUTION AUTHORIZING A GRANT PRE-APPLICATION TO THE OHIO PUBLIC WORKS COMMISSION, AND DECLARING AN EMERGENCY. *1ST Reading*
Mayor Clark said that this is so she and CT can do the pre application for the paving for next year.

- ❖ Motion to suspend the rules made by Bill Zoller, 2nd by Ben Prescott-**All ayes**
- ❖ Motion to Approve made by Bill Zoller, 2nd by Ben Prescott-**All Ayes**

ORD. 2015-20 AN ORDINANCE AUTHORIZING CERTAIN ADJUSTMENTS TO THE 2015 APPROPRIATIONS AND DECLARING AN EMERGENCY. *1st Reading.*

Jenny said this is for increasing the appropriations, \$40,000 is earmarked for wages, \$3,000 is earmarked for motor vehicles in the police department, and \$5,000 is earmarked for engineering that we are anticipating. Chief Urso said that the reason why they are appropriating the \$3,000 is because 2 of the police cars are going to need new tires before winter.

- ❖ Motion to suspend the rules made by Ben Prescott, 2nd by Bill Zoller-**All ayes**
- ❖ Motion to approve made by Ben Prescott, 2nd by Paul Janson-**All Ayes**

Department Heads and Village Engineer

Interim Chief of Police Joe Urso

Chief Urso said that they are working towards replacing the dispatcher that left last month. He said that the SRO contract has been signed by everyone and copies were given to the Village and the district. He said that the soap box derby is coming up on June 13th and Sargent Bob is working on that. He said that they are still working on the details of the Art on the Hill bike ride. He said that the new K-9 car is now in service and its 99.9% complete, just a few more cosmetic things that need to be done. He said that they are going to be dismantling the old grey police car and will go to auction once all the equipment is taken off. Chief Urso said that there was the fundraiser at the New Adventures rummage sale and they did receive a check for \$220 towards the K-9 fund.

- ❖ Motion to accept the \$220 that was given to the K-9 fund by made by Ben Prescott, 2nd by Bill Zoller-**All Ayes**

Chief Urso said that there was also a fundraiser at the primary school from the Crestwood Crochet Company, they crocheted bracelets and they gave him a jar of change today and he thinks the amount in there is about \$124. He said once its rolled and counted he will give it to Jenny and then present it at the next council meeting.

John Clark asked how the fundraiser for the Potato Festival on June 27th will affect their staffing if it does happen. Chief Urso said that they have asked for a volunteer to be there because they have to have security if they are going to sell alcohol. He said that he cannot guarantee that he is going to be able to get someone to volunteer to do it. He said if there are no volunteers they are going to have to pay the security rate because they won't take an officer off duty to do it.

Village Administrator – Kate Rogers

Kate said that over the past few weeks they have been getting things ready for Memorial Day. She said that Claude Hopkins has been working hard to get things looking nice down at the cemetery. She said that Keith Brugmann put the caps for the ingots in and at his own expense he upgraded to exposed aggregate and it looks really nice.

- ❖ Motion to accept the donation of the upgraded caps for the ingots made by Marty Hura, 2nd by Bill Zoller-**All Ayes**

She said that the flower baskets will be in before the weekend. Said that she talked to Urban Growers and they should be able to pick them up tomorrow or Thursday. Kate said that they are still waiting to hear from the Cemetery Board about the mini excavator, but it does not look

good. Kate said that if we don't get it, they will just have to rent a mini excavator to do the digging projects that need to be done.

Kate said that at the May 7th special meeting they had talked about Herald St and some fix up for Glenwood. She said that she has two quotes for Herald St. , one from Ronyak to do a 2 inch asphalt surface treatment for \$7120, one from Perrin that would like to do a 2 ½ inch asphalt surface treatment and theirs is only \$180 more \$7300. She said that she would like to go ahead and go with Perrin. Kate said that council has already approved \$6500 for Glenwood and they would like to add approx. one inch of leveling course just to hold it up for a few years until the village is ready to do major repairs. They would like to add \$4000 to the \$6500 to do the leveling. She said that she would like to request a purchase order for \$11300 to Perrin to do Herald St. and the repair work on Glenwood. Mayor Clark said that she believes that Herald St was already approved for up to \$10,000. She also said that council already approved \$4100 for Glenwood. Kate asked Jenny if she is comfortable with making the purchase orders off what was already said. Jenny said that we don't have anything official as of yet. Jenny asked if there was any official motions for purchase orders at the May 7th meeting and Kate said that council approved \$6500. John Clark asked the total cost and Kate said it would be the \$6500 that was already approved plus the \$11300 that they talked about tonight. Kate said that this is money that would be coming off the road levy money. She said it would be \$17800 for Herald St. Glenwood and all of the misc. projects.

- ❖ Motion to approve an additional \$11300 for road work made by Ben Prescott, 2nd by Paul Janson-All Ayes

Mayor Clark said that she would like to remind all council persons that when they have little things that they want the village administrator to address, to please take them to the mayor's office first and then she will direct Kates schedule accordingly.

Mayor Clark asked Kate if she has determined if the refrigerator is going to need to be replaced and Kate said that it is defrosting right now and then she is going to plug it back in tomorrow. She said that she needs to get some gallons of water so it's not trying to just cool air and she will determine what needs to be done this week.

Village Engineer from C.T. Consultants

Rich said that the LGIF grant did not go through. Mayor Clark asked if they gave a reason as to why it was turned down again. Rich said that this was the 4th time this has been submitted and it was that others were higher rated because the economic need and where they wanted the funds to go. Rich said that this was application through the local government innovation fund that was a collaboration between the village and DMRC to study and determine what we need to do with the water and sewer on Main St. If the grant had gone through, the money would have covered the investigation of the water lines, the storm sewer, testing of the water lines, what we need to do and the cost. Rich said that he would like to schedule a workshop with their economic development strategist with council and other groups to try and find other sources of funds.

Rich said that they were asked to go before the board of commissioners for the CBDG grant for the mini park since our project was forwarded to them. He said that he expects that something should come out in the next week or so on the outcome.

Rich said that he provided an update to Jeff Lonzrick, said that he forwarded the notes from the last council meeting to the county without corrections. He said that Michele noted the correction about the perpetual lease and he will change it and send it back to Jeff. He said that they are working on a few projects right now for the water and sewer plant and for work on Prospect St.

Committees

John Clark for Service

John thanked Kate for getting the fountain in front of the Village Hall up and running. He said that Kate talked about getting someone out from the EPA about replacing the salt shed. He said that we need to know if we can leave it where its at and what do we need to do since there are a lot of new regulations from the EPA that dictate how close the shed can be to a water source.

Marty Hura for Parks and Shade Tree

Marty said Kate and the service department got the Merry Go Round put in and it works great. Mayor Clark said that the Arbor Day essay contest went well. She said that Ashlee Hawkins, who is the chairperson of shade tree, went to the school and that Hannah Baaney was the winner.

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

Mayor Clark said that for planning, they are still waiting on Rich to review the subdivision regulations. She said that next month while they are waiting, they are going to go back to talking about signage. She said nothing is going on with the Cemetery, the cemetery trustee only approved a portion of the money for the spring cleanup. Mayor Clark said that she got a e mail stating that we should be getting a check for \$5700 to pay for the plants and the usual things that we do in the spring. Said that the trustee needed additional information for the mini excavator and when she spoke to him, he said that he was going to try and get the information to him this week. Nothing going on with board of zoning appeals.

Ben Prescott for Finance and Portage County Regional Planning

Ben said that Jenny went over most everything for finance and that for planning, they are still working on subdivision regulations.

Bill Zoller for Fire Board

Bill said that they might start to look for a replacement for the Tahoe that they sold. Looking to replace it with a four door pick up that they can use for school things and other duties at the fire station.

Giles Seith for Safety

He said that the first meeting with Chief Urso went well.

New or Other Business

Mayor Clark said that she got an e mail from DMRC and they are trying to get alternate sources for getting trees. She said that Edie Benner said that she had someone who was willing to donate 11 trees for the south end of town and put them in. She said that she talked to some of the business owners in that part of town and most of them said that there was trees planted there in the past but they were removed because they were blocking the view when pulling out. Mayor Clark asked council what they thought about the trees and it was said that we should respect the business owner's wishes since it's their tree lawn. It was suggested that we find another place to put them. John Clark said that stuff like this should be coming through because it ends up being a safety issue. Mayor Clark said that she will get back with Eddie and let her know the decision.

Mayor Clark said that she has been working with Chief Urso. She said that they have had 5 grass length complaints in the past week. She said that they are going to be issuing warnings to them and there might be one that gets a firmer letter as they have been a chronic non mower for a couple of years.

Anything else that may properly come before Council

John Clark said that we are not following committee protocol. He said that he feels that the committees should able to do what they need to do again. John Clark said that he feels like the potato festival should elect one person to speak to the council. Marty said that he agrees. Mayor Clark said that when she gets e mails she will forward them to the appropriate committees

Executive Session

Motion to go into executive session at 8:23 pm for the investigation of a complaint against a public official made by John Clark, 2nd by Ben Prescott –**All Ayes**

Motion to come out of executive session at 8:32 pm by John Clark, 2nd by Giles Seith –**All Ayes**

Adjournment

Motion to adjourn at 8:34 pm- **All ayes**

Mayor Linda Clark

Assistant Clerk-Treasurer Ashlee Hawkins