

Approved as amended
7/21/15

**REGULAR COUNCIL MEETING
MINUTES
June 16, 2015
7:00 p.m.**

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

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

- ❖ Motion to excuse Giles Seith made by Bill Zoller, 2nd by Ben Prescott-**All Ayes**

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

Citizens Present: John Watson, JoEllen Armstrong from the Portage County Rights Group, Carole Pollard, Thomas Ressler, Kirk Ressler, Anita Ressler, Jennifer Sobczak, Stacy Turner of The ~~Community Journal~~, Dan Pompelli of the Record Courier, Greg Balbierz.
Villager

Approval of Minutes

Mayor Clark said that there is an amendment that needs to be made under legislation; "mad" needs to be changed to made. Michele said that on the last page Eddie needs to be changed to Edie.

- ❖ Motion to approve changes made by Ben Prescott, 2nd by Marty Hura-**All Ayes**
- ❖ Motion to accept the amended minutes from the May 19, 2015 Regular Council Meeting made by Ben Prescott, 2nd by Marty Hura-**All Ayes**

Mayor's Report

Mayor Clark said that she and CT Consultants have finished the pre app for the 2016 OPWC grant that was due June 12, 2015. She said that Council gave them permission to do the pre app and it has now been submitted.

Mayor Clark said that we received a letter from the County Engineer Michael Marozzi which is in the Council packets. She said that it is regarding the High Street Bridge replacement and that she hopes all of council had a chance to read it and understands it. Paul said that the designated areas are not really described and Ben said that they have not done the plans yet. Marty said that the county engineers are telling us that the canoe take out is going to be impacted for 90 days. Paul said that a few paragraphs later, it says that it won't interfere with the take out. Mayor Clark said they are going to be putting a temporary take out north of the bridge to take the place of the one on the south side of the bridge. Ben said that they still have to do the survey, then get approval for the plans and the put out for bid to get a contract. Paul said that we need the bridge done.

- ❖ Motion to continue with the process to get the bridge replaced made by Paul Janson, 2nd by Ben Prescott-**All Ayes**

Mayor Clark said that we received word from the Commissioners in regards to the 2015 CDBG grant that we applied for to do repairs and upgrades at the Mini Park and they informed us that we did not get it. Mayor Clark said that the LGIF grant for \$50,000.00 for infrastructure was turned down again. She said that she and Rich are going to rework it and try and come up with a plan that will get accepted next time.

Mayor Clark said that we have several event forms that need approval. Mayor Clark told Chief Joe Urso about the Jingle Bell Jog and that the person in charge was going to talk to him today and tell him that it's going to be outside of our parameters. Joe said that it's going to be all on school property and then north up to the cell tower drive and then to the county. Mayor Clark said that we have a special even form for the second annual health fair and community day picnic down at the park and lodge which is sponsored by the Lions. She said that it's going to be on August 15 from 9am-5pm and she has their insurance and event form. Mayor Clark said that we also have a form from the Potato Stomp for 9/12 at 8am. She said that they have not given their insurance as of yet but they will be contacted to get it to us. Mayor Clark said that we don't yet have the insurance for the Babes of 1916 baseball game that is going to be played on 7/11. She said that she has a call out to Edie Benner on that. She also said that we don't yet have the insurance for it yet but she thinks their insurance runs from July 1st to July 1st so it should not be a big deal. Mayor Clark said that the Bike and Brainstorm event is the same day as Art on the Hill, they have filled out their special event form but they don't have insurance. She said that

Greg Balbierz brought to her attention that AMATS allows people to sign a waiver form and he has provided a copy of one and people who would be in the Bike and Brainstorm event could sign. Mayor Clark said that she had the Village Solicitor review the waiver and she said that because our special event form says we require insurance that council would need to make a decision on whether or not to allow them to use the waiver, change the special event form or they have to get insurance. John Clark asked if the waiver is binding. Michele said that it would be up to a court to say. Michele said that our policy is for everyone to have insurance and that she thinks we should not start bending the policy. Paul said that as long as it's the same day, they should be able to tie the event in with Art on the Hills insurance and Michele said that is what she was thinking. Greg Balbierz said that there was a rider to the Art on the Hills insurance that was approved yesterday and that the document was forwarded to the Mayor's office earlier this afternoon. Michele asked to clarify if they got a rider for the bike ride and Greg said yes.

- ❖ Motion to approve the 3 event forms contingent on getting insurance for the Bike and Brainstorm and the Potato Stomp made by Paul Janson, 2nd by Ben Prescott-**All Ayes**

Mayor Clark said that she was contacted by a Tawny King in regards to PINK HEALS, an organization to raise funds to help cancer patients and grant their wishes. They wanted to hold an event in the Village Park but it is not large enough to accommodate the size crowd that they are expecting. The event is planned for Thursday July 9th at Round-Up-Lake Park. She said that she has contacted the Mantua Township Trustee's and gave them Pink Heals contact information.

Citizens

Mary Greer-Mary went over what communities can do if they don't want injection wells.

JoEllen Armstrong- JoEllen said that she is a member of the Portage County Rights Group. She said that they are very concerned about the injection wells in Portage County. She said that she has a petition to try and get a charter on the ballot about injection wells.

Carole Pollard-Carole said that Terry Vechery said that 39 buildings in the Village have been listed on the Ohio Historic Inventory for 30-40 years. Carole said that they have listings of each building and they would like to update them, new pictures and new owners. Carole said that she was asked by other members to draft a letter to send to property owners about getting on the registry. Carole said that Mayor Clark suggested that the letter be seen by Michele to make sure that it was ok. Carol said that 3 of the members are planning on going to the Aurora Landmarks meeting this week so they can see how people have been doing it for a while do it. Carole said that there is a proposal in the state legislature about getting rid of the historic preservation tax credit program. She said that everyone should write to the state legislatures and that she has already written to Senator John Eckland and got a reply indicating that he is working to save the program.

Financial Reports

Jenny said that Council has the May financial reports and to stop her if they have questions. She said that the tax budget has been submitted and we are waiting on approval from the County Budget Commission, then we would do legislation accepting their approval, and get it back to them. Jenny said that it seems like a lot of red tape, but if we did not do this, the County is not permitted to collect tax for us by means of property taxes from our residents.

Jenny said that normal business this past month really quieted down and that she has spent many hours working on taxes, cleaning out old files, and trying to get the tax department ready for new changes with House Bill 5. Jenny wanted to remind everyone that she will be out of the office for the Ohio Municipal League tax reform seminar July 9th and 10th.

To summarize, all funds are remaining steadily in the black:

- We received \$147,833 in revenues.
- We spent \$104,991 in operating and payroll expenses.
- Revenue Status- overall, we are on track
- Appropriation Status- also on track
- The water & sewer and the tax software programs balanced with the UAN and 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

Mayor Clark said that she received a thank you letter from Evelyn Fitzsimmons who we honored last month on her 100th birthday. She said that we received a letter from the Fire department about a broken pump at the reservoir. She said that as soon as the issue was brought to light, she, Kate Rogers and Dave Akerley met and they called Thoma Technology out and the problem has been fixed. Mayor Clark said that she notified the school; Jeff Bronder and the Fire Department know that it has been fixed. She said that she notified them by e mail and that Jenny has a copy of the letter and all of the e mails that went out while fixing the issue. Mayor Clark said that we received a letter from Bill Zoller. It is on file downstairs if anyone would like to read it.

Bills of Resolution, Addendum Bills of Resolution

Jenny said that she has an amendment, line 19 is the Verizon bill and it needs to be changed to \$108.21 because we did pay last month's bill, they just got it after they sent the next bill. Paul said that on the addendum, the Wright Express amount is not added into the final total. Jenny said that she doesn't have the bill with her, but the addendum shows how much was charged to each fund. Mayor Clark said that line 12 is for her and it shows mileage reimbursement for various meetings and she wanted to let everyone know that \$52 of it was for mileage reimbursement and \$100 was for a marriage that she performed.

- ❖ Motion to accept the amendments on line 19,12 and 16 of the addendum made by Ben Prescott, 2nd by Paul Janson-**All Ayes**
- ❖ Motion to approve amended Bills of Resolution and amended Addendum Bills of Resolution was made by Ben Prescott, 2nd by Marty Hura-**All Ayes**

Legislation

RES. 2015-21 A RESOLUTION RENUMBERING THE SPECIAL REVENUE FUND CREATED BY RESOLUTION 2015-4 FOR THE ACCOUNTING OF FUNDS RECEIVED AS A RESULT OF THE ROAD LEVY, AND DECLARING AN EMERGENCY. *1st Reading.*

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

ORD. 2015-22 AN ORDINANCE VACATING A PORTION OF SECOND STREET IN THE VILLAGE OF MANTUA, OHIO. *1st Reading.*

Kirk Ressler- He said that he lives at the corner of Franklin and 2nd St. and a resident of Mantua for 25 years. He said that he wants to know why the decision was made to possibly vacate 2nd St. Paul Janson said that it has very little use, it's very narrow and we have to do maintenance on it so it's being looked at to see if it's a street that we really need. Paul asked Kirk if there is a reason that he feels the village should not vacate 2nd Street. Kirk said that there is a lot of traffic that goes up and down the road. He said that all of their mailboxes are on that road and they use it for rear access to their property. He said that in the 25 years that he has lived here, he has not seen the village maintain it so there is no way that it can be said that the village is spending money to maintain it.

Helen Hazelet- Helen said that she lives on the corner of 1st St. and Franklin St. She said that their parking lot is on the north side of their house and to get to their garage they have to use 2nd St. She said that when she was marketing the property, its zoned commercial residential and she thinks there is great potential for it besides being a home. She said that she feels that it will devalue their property if that access is taken away.

Tom Ressler- He said that he lives on the corner of High St. and 2nd St. and he wanted to know what would happen if it was vacated. Paul said that it's divided down the middle and it becomes a part of everyone's property. Tom asked what if he doesn't want it. Paul said that he could quick claim it or sell it to his neighbor. Paul said that if he doesn't want it, he really doesn't have to take it but there are procedures that he would have to go through to not take it.

Jennifer Sobczak- She said that they put the road closed sign after 2nd St. during the Soapbox Derby. She said that since people didn't know it was closed, you can't make a right onto a one way street so people were using 2nd St. to go back up to High St. She said that she also thought that they were using it to bring up the soapbox cars.

Anita Ressler- She asked if there has been any discussion about making it a one way street opposite of what 1st St. is. Mayor Clark said that has not been discussed.

Paul said that they would have to look at it again in Service and make their recommendation to Council at the next council meeting. Kirk asked if there is an actual dollar amount for what it cost to maintain the road and what it would cost to officially close the road. Paul said that we don't know yet, we haven't gotten that far. He said that they wanted to get it out so they can hear what people had to say. Anita asked if they would be able to come to other meetings as well and she was told that they could. John Clark said that this is going to be coming up next at the Service committee which is the first Tuesday of the month. Kirk asked what they would do if its closed since their mailboxes are on 2nd St. Kirk said that they were told that they had to put their mailboxes on 2nd St. Mayor Clark that they would have to do what the post office would tell them to do.

ORD. 2015-23 AN ORDINANCE AUTHORIZING THE MAYOR AND THE CLERK TREASURER TO ADVERTISE FOR BIDS FOR RESIDENTIAL CURBSIDE RECYCLING SERVICES WITHIN THE VILLAGE; AND DECLARING AN EMERGENCY. 1st Reading.

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

ORD. 2015-24 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. 1st Reading.

Mayor Clark said that this was brought to her because the cleaning lady that we had resigned and we are looking to restructure the pay to make it easier. Chief Urso said that the proposed way would allow some room for merit increases, and it would put them on the police pay scale which is every two weeks and it will make it easier come pay time. John asked if they will be an employee of the village instead of a contractor and Chief Urso said yes.

Mayor Clark said that under Section C of the ordinance, in the copy that she has, under full time Administrative Services Officer it shows that Council had changed that to a part time position and changed the wage from \$9 to \$13 per hour and Jenny thought the same thing. She said that somehow the motion was never made to change it. She said that as long as they are not hiring a full time Administrative Services Officer it's not a problem. Mayor Clark said that Kate being the Village Administrator and her own assistant, is keeping her from being able to do everything that she needs to. She said that they are asking that Kate be allowed to hire someone for 20-25 hours/week if Jenny can find where to get the money from. Mayor Clark said that she would recommend to change it to part time at \$9-\$13 dollars per hour. Paul Janson asked if they can leave it there and then just add a section, he was told that it can be done that way. Mayor Clark said that they want to amend section C and then add a part time administrative services officer for \$9-\$13 dollars per hour. Michele said the Administrative Services Officer is hired by the Clerk and the Village Administrator jointly so they can go ahead and hire someone since it's an authorized position.

- ❖ Motion to amend to add a part time Administrative Service Officer made by Ben Prescott, 2nd by Paul Janson-All Ayes
- ❖ Motion to suspend the rules made by Ben Prescott, 2nd by Marty Hura-All Ayes
- ❖ Motion to approve made by Ben Prescott, 2nd by Marty Hura-All Ayes

Department Heads and Village Engineer

Interim Chief of Police Joe Urso

Chief Urso said that they have hired two part time dispatchers and they are training them right now. Joe said that they would like to move JJ Carrozzi from auxiliary to part time status. He said that this was also brought up at safety. Ben asked if there is a part time position available and Michele said that they are available but the employee has to be approved by council.

- ❖ Motion to make JJ Carrozzi from Auxiliary to part time made by Ben Prescott, 2nd by Marty Hura-All Ayes

Chief Urso said that last month, the Crestwood Crochet Company handed him a jar of money and it needed to be rolled. He said that it has been rolled and there was \$124 and he has given it to Jenny and he would like Council to accept that donation to the K-9 fund.

- ❖ Motion to accept the donation made by Ben Prescott, 2nd by Marty Hura-All Ayes

Chief Urso said that the Village Tavern is having their Potato Festival fundraiser on June 27th. He spoke with Teresa today about security. He is arranging for an officer, and the officer will be billed at their detail rate from 10am-6pm. They are going to pay that officer that day. Also, she

is going to be getting the insurance form. Chief Urso said that Art on the Hill is July 11th and we will be providing an officer on that day also, and they will be paid at the detail rate as well.

Village Administrator – Kate Rogers

Kate said that she is starting to get concerned about the storm sewer on Woodford Street. She said that they had the camera truck out to look and it looks like it's going to need to be repaired. She said that she has contacted 4 contractors for quotes. She said that it's about 400 feet and 5 catch basins. She said that it is not something that they can take a few weeks to dedicate to because there is so much else that needs to be done. She said that she doesn't want to take a month to do it because people could get angry that their road is torn up for so long. She said that she will have some quotes at the next service meeting. She said that they discovered a sink hole on Herald St. She said that it's a separation of a residential lateral from the sanitary sewer main. She said that it's 11 ft. down to the top of the pipe and we don't have a trench box so they are going to try and vector out a hole and then put some mortar in and around the pipe itself. She said that if it turns out to be a bigger project than they think, they will have to get some help since we don't have a trench box or other safety equipment to safely dig down to that depth. Ben Prescott said that he has seen it done where the line is grouted from the inside. Kate said that she will look into it and try to find a company that does that.

Kate said that they have been working on some water pressure issues around town. She said that residents have been calling and saying that their pressure seems to be lower. She said that they are trying to do everything that they can.

Village Engineer from C.T. Consultants

Mayor Clark said that they asked to be excused today. She said that she pretty much covered everything in her mayor's report.

Committees

John Clark for Service

John said that everything has been covered already.

Marty Hura for Parks and Shade Tree

Marty said that the park is doing well and that the Merry Go Round was in constant use during the Soap Box Derby. He said that the Parks committee is looking into getting a bigger slide for bigger kids. Marty asked if we provided any clay for the ball fields and Kate said that we have. Kate said that a few months ago, she was asked to go around and look for stumps and she has and will be sending out letters.

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

Mayor Clark said that they are still waiting for Rich on the sub division regulations. She said that Michele drafted a procedure that Planning has to follow about pools.

Mayor Clark said the cemetery looked great for Memorial Day but when everyone went to say the Pledge of Allegiance, the flag tore and flew away. She said that Dennis Lange gave her \$20 and Councilman Clark gave her \$20 to buy a nice new flag. She said that she gave the \$40 to the American Legion and they picked up the flag. Bill said that since we provide the American Legion a place to have their meetings, they should provide us with a flag each year for the cemetery. Mayor Clark said that they could but Dennis and John thought that the cemetery could use a better flag than what was down there.

Board of Zoning Appeals, John Harmon's term expired in December of 2014 and she has spoken to him and he would like to continue on the Board. She said that the next time they have a meeting, she will swear him in.

- ❖ Motion to reappoint John Harmon to Board of Zoning appeals made by Ben Prescott, 2nd by Bill Zoller-All Ayes

Ben Prescott for Finance and Portage County Regional Planning

Ben said that everything has been covered already.

Bill Zoller for Fire Board

Bill said that they have gotten a new truck to replace the one that they have sold.

Giles Seith for Safety

Giles is not here but Chief Urso said that with Bob Reitz being out, JJ Carrozzi is being used to fill in for his shifts. He said that the entire department has really stepped up to do what is needed during this time.

New or Other Business

Mayor Clark said that it was found that we have 3 zoning maps. Michele said that Council does need to recommend one for approval. Mayor Clark asked if Service had a chance to review the maps. John Clark said that he was under the impression that this should go to Planning first and if they don't do anything then it goes to Council. Michele said that this is going to be an amendment to the zoning code because the map is being amended. She said that Council can initiate this by passing a resolution telling Planning to evaluate this and report back. Ben said all that needs to be done is put this on the agenda for Planning and Michele said that will be ok to do as well. John asked if we know which one is correct. Michele said that as far as she knows the primary differences between the two maps are at the bend of the river at the back of Butch Schultz's car wash property. Michele said that they would want to ask Planning to compare the area on the two maps and recommend one back to council.

Adjournment

Motion to adjourn at 8:09pm made by Ben Prescott, 2nd by Marty Hura-All Ayes

Mayor Linda Clark

Assistant Clerk-Treasurer Ashlee Hawkins