

REGULAR COUNCIL MEETING
MINUTES
(amended)
June 19th, 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, Dave Sluka and Scott Weaver

- ❖ Motion to excuse Bob Gaglione by Ben Prescott, seconded by Scott Weaver. All eyes on vote.

Other Village Personnel: Mayor Linda Clark; Village Solicitor, Michele Stuck; Clerk-Treasurer, Jenny August; Village Engineer, Rich Iafelice; Police Chief Joe Urso; Administrative Assistant Chelsea Gregor; Administrative Assistant Marty Fergus.

Citizens Present:

Harry Buchert, Tom Tubalkain, Giles Seith, Tom Aldrich, Diane Smith of The Record Courier, Greg Balbierz, Sue Steinberger, Roy Peck, Stacey Turner of The Villager.

Approval of Minutes:

- ❖ Motion to accept the minutes from the May 15th, 2018 Public Hearing for the 2019 Budget, the minutes from the May 15th, 2018 regular Council meeting, and the minutes from the May 22nd, 2018 Special Council meeting by Marty Hura, 2nd by Ben Prescott- **All Ayes**

Mayor's Report:

Report as written by Mayor Clark for June 2018

First I want to explain about the Sunshine law. It is so that a quorum of Council (four council members or 2 council members of a committee) do not email, meet or do a conference call regarding Village policies and form decisions outside of a public meeting. Say if you wanted to send an email and say I have concerns about something is codified section ????. Please review and we can discuss it at the next committee or Council meeting. That is okay. But to email and voice options on what should be done at the next meeting is not. I made a public records request from Dave Paula and Ben. I only received something from Dave.

I met with Curtis at AMATS to see if there is funding available to help with the Streetscape downtown, the concerns at Orchard and 44 and Mats Rd Bridge. There may be some funding available we're checking things out. AMATS is going to do a satellite traffic study for us on Main and Orchard.

The DMRC has retained Jennifer Browns services from CT to help them work on the Streetscape. Phil Rath had a work luncheon last Wednesday. Jennifer went over all the funding available. Phil asked about what the Village needs. I gave him/them a copy of our Capital Plan. They (the DMRC) would like to help anyway they can on our different projects.

The West Prospect St Bid packets, the deadline has been extended to Jun 22, 2018.

Brad Ehrhart has contacted me about Atlantic Water Gardens. They have purchased more property behind their building and are checking into putting up another building or addition (haven't seen any plans). They are asking about tax abatements. I know very little about what Council had put in place, but I am checking into this with Michele and Brad.

Jenny and I have signed the 6 month agreement with the county to run and operate the WWTP and WTP contract ends December 31, 2018.

- ❖ Motion to approve Special Event form from Faith Methodist Church for ice cream social on June 24 at the mini park from 1 to 3 by Marty Hura, 2nd Ben Prescott-**All ayes.**

Citizens:

Greg Balbierz discussed DMRC plans to meet the Tuesday or Wednesday after Art on The Hill, which is July 14. Portage Park District and the 4-year anniversary ceremony of The Art on The Hill.

Tom Tubalkain presented the DMRC plans for a "Welcome To Mantua" banner. Discussion followed as to the final design and placement. Scott would like to see boots and walking sticks added if possible but would not want this to hold up plans. Tom will see if this is possible. The banners are to be placed on Main Street using the existing hangers and swapped out by village personnel when they remove the school's banners.

- ❖ Motion to modify if possible and accept the banner concept as is by Scott Weaver, 2nd Ben Prescott-**All Ayes.**

Tom also mentioned that DMRC would like to have a new picnic table and benches placed in the park. The Mayor asked Sue Steinberg for clarification of the placement, if this would be placed in the park or in the mini park. Sue commented that the mini park is the intention.

Giles Seith made mention of an issue with storm water running down his sidewalk. The Mayor will have the service department take a look at the situation.

Financial Reports:

Jenny wanted to remind Council that she will not be at the August Council meeting, and that Chelsea will be covering for her while she is on vacation.

That evening Jenny told Council that they will have legislation approving the amendments to the Codified Ordinances. Once they are approved, she encouraged Council to bring in their books for her to update, or that she could print out the pages for them to insert themselves.

- There were **no negative funds** during May.
- **Cash Summary** report shows no adjustments.
- **Revenues** totaled \$ 166,305.
- **We spent** \$144,172 in operating and payroll expenses.
- **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 accept the Financial Reports made by Paula Tubalkain, 2nd by Ben Prescott-**All Ayes**

Correspondence:

The Mantua Potato Festival is asking for donations for this year's festival. Jenny explained that the village cannot use taxpayer's money for donations, but if anyone would like to personally donate money or a few hours of their time, there is a pledge card downstairs that she can copy.

The Mayor read an email from Sue Kirby regarding the speed limit on High Street and if it could be reduced from 35 MPH to 25 MPH. A discussion followed and the Mayor will forward to safety and Chief Urso for review.

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

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. *3rd Reading.*
No Discussion.

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

ORD. 2018-28 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.*
Annual approval of Walter Dranes updates to our Codified Ordinances.

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

ORD. 2018-29 AN ORDINANCE AUTHORIZING CERTAIN ADJUSTMENTS TO THE 2018 APPROPRIATIONS AND DECLARING AN EMERGENCY. *1st Reading*
Additional money requested and received by the Trust needed to be appropriated for 2018 projects.

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

Department Heads and Village Engineer

Police Chief Urso:

The yield to pedestrian signs are in place

The new K9 vehicle is in service

Phone lines are being upgraded, a new 911 router is in, waiting to be installed.

A citizen made a \$200 donation to the K9 fund

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

Village Administrator: (Service Department Report by Mayor Clark)

A lot has been happening. The Cemetery looked wonderful for Memorial Day. We have received what we asked for from the trust. \$25,845.55. This is for removing 7 trees and stumps, replanting 4 trees, repair the Mausoleum roof, replace the doors and hand rails, the flowers and mowing.

Dave and crew are busy pouring footers for 11 graves. Dave has saw cut Woodford to put in the curb Council approved in Feb for \$3,910.00. I want that done next week barring any other unforeseen issues.

We had estimates for service to review for the possible purchase of a new plow truck Scott wanted to discuss at the next service meeting when Bob and Paula are back.

I have been meeting with companies and suppliers for cost of replacing the dehumidifier at the water plant. Bruce and Scott are reviewing the two that we have gotten.

The Buchert Park Trail will begin in August.

Buckeye Trail Town Presentation- July 14 at 3 p.m. on the walking bridge there will be a proclamation presentation and Buckeye Trail Town sign presentation, in conjunction with the Art on the Hill.

We (Jenny and I) have hired Martin Fergus part time until December 31, 2018. Marty came to us through Ohio Means Jobs. When we discussed it this month at service. Marty has been working on the cemetery records, files and is working on a spread sheet so we can have new maps made up. When I explained this at service it was suggested that we have him work on part time. I told service committee I'd have to check the budget and with Jenny to see if we had funds to pay him. The items it was suggested he work on is the storm water rate study, minutes for the Clerk and any jobs she might have for him. Cross train him to accept water/sewer payments and record them and do the deposit and as I need for his help on office items. Brian from CT had been asked that Dave be the inspector on the West High St project that we work towards our \$25K match and save some money on not having to pay someone from CT to be on site, but after I gave Dave the to do list, he didn't know how he could get it all done. So I checked with Brian to see what qualifications were required to be the inspector, Brian said he could train someone to do it, and if they have questions call etc. So I decided to free Dave up to get the day to day things piling up take this off his plate. Just so there are no questions Marty is being paid out of Jenny's budget.

And according to the hand book under section 2.1C we can do so as there was already a position available.

Village Engineer from C.T. Consultants:

Rich met with Jennifer Brown, C.T. Consultants grant specialist to discuss the Mats Road Bridge and Downtown Streetscape projects on June 13. Friday, June 22 will be the bid opening for the West Prospect Street Project. The contract is scheduled to be award after July 1. Rich commented that C.T. will have Dave available to assist in the inspections of this project and that he will be made available to respond to questions.

Committees

Mayor giving Bob Gaglione's report for Service, Planning and Fire Board:

A letter went out to property owners with past due water/sewer bills to set up payment plans by July 1, 2018, or we will assess their taxes. Plans and discussions are on going pertaining to the issues of medical marijuana, rental inspections, Orchard Street concerns, the Mats Road bridge, and the Street Scape project.

Nothing new to report on the Fire Board.

Marty Hura for Parks and Shade Tree:

Shade Tree committee has not done much since the Arbor Day celebration. The Mayor is having John fix the Arbor Day plaques in Council Chambers. Parks committee will meet June 30, 2018 at 6:30. Paula asked that the mini park be included in the discussions at the meeting.

Mayor Clark for Board of Zoning Appeals:

Wes Hawkins will be joining the Board filling the open seat.

Paula Tubalkain for Portage County Regional Planning:

Paula mentioned that some of the topics being discussed are the rental inspection program, medical marijuana, and signage. She discussed that someone on Planning should be involved in PCR. They also are working on the rezoning of the golf course in Brimfield.

Dave Sluka for Safety and Finance:

Solicitation in the village requires a permit and a fee payment. We are working on amending this Chapter of the Codified Ordinances.

A Reservoir Drive resident incurred a large water-sewer bill as a result of a leaking toilet and Dave asked Council to consider a 50% reduction in the sewer portion of the bill. Harry Buchert inquired if Council has that authority and Michele Stuck confirmed they do.

- ❖ Motion for 50% reduction of sewer portion by Paula, 2nd by Ben Prescott- all ayes with exception of Marty Hura.

The residence at 10689 Maple Street is in disarray and ill kept causing concern for safety. Other residence and businesses, including Napa, have tall grass. Dave would like Council to get involved.

The paving project for West Prospect Street has now become a concern with the likelihood of speeding as a result of the smooth road. The residents would like to see if speed bumps could be installed.

The Mayor made mention that the building inspector and attorney are involved on behalf of the village concerning the maintenance code. The Mayor wants the village to be more aggressive on property owners. The Mayor, Michele and Jason will further discuss this issue.

New and Other Business

The zoning Inspector has been inquiring in the Maple Street Project. There is a wall on Main Street that needs attention.

Michele asked Council to pay the cost for legal action against the offender who damaged a guardrail in an auto accident.

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

Anything else that may properly come before Council

Chief Urso has been in the position of Chief of Police for 6 months and The Mayor completed his performance appraisal and recommends a merit increase in pay.

- ❖ Motion to continue as Chief and authorize the merit increase made by Scott Weaver, 2nd by Marty Hura- **All Ayes**

Adjournment

- ❖ Motion to adjourn at 8:19pm made by Ben Prescott, 2nd by Marty Hura -**All Ayes**