

REGULAR COUNCIL MEETING
MINUTES
June 20th, 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; Brian Rogers, Village Engineer; Police Chief Harry Buchert; Village Administrator Bruce Rininger; Administrative Assistant Chelsea Gregor

Citizens Present: Bob Gaglione, Bob MacClearie, Tom Tubalkain, Hal Stamm, Roy Peck, David Pifer and Stacy Turner of the Villager

Approval of Minutes:

- ❖ Motion to accept the minutes from the May 16th Public Hearing and the regular May 16th Council meeting.
- ❖ Motion to amend the regular minutes removing Michele's name, correcting the 1st motion in ordinance 2016-63 that John voted "No", and that in ordinance 2017-05 the motion should state, to "remove B, and replace with C", and on page 3. by John Clark, 2nd by Marty Hura-**All Ayes**
- ❖ Motion to approve as amended by Ben Prescott, 2nd by Marty Hura-**All Ayes**

Mayor's Report:

The Village received a letter from ODOT, and the Village did not receive the grant for the Matts Rd. Bridge. The 2 reasons were because the bridge is closed, and it has been ten years since it was closed.

The sidewalk project that the Village applied for in 2012 to AMATS, and then partnered with ODOT, sent an invoice for overages in the funding. That amount is \$2,124.24. The Mayor has been talking to ODOT since Tuesday, Jenny ran a report of what the Village has sent ODOT on this project. The amount was \$2,8236 and that matches with what ODOT says the Village has paid toward the project already. So the money is owed to ODOT. While going through the paperwork the Mayor found that the DMRC committed \$25K for the project and \$11,300.00 for engineering. For the Headwaters Trail Mill Street connector, the appraisal came in on the property at \$2,050 instead of the anticipated amount of \$25K. Edie and the Mayor met on Friday and had a phone conference with Brian to discuss the short fall. Brian has rechecked the figures and says we only need around \$7,000.00 to get this done. Edie has asked that if the DMRC agrees to pay half could the Village see their way to pay the other half. If not, she will go back to her board. There are two special event forms, the Potato Stomp on Sept 9th and Babes of Baseball on July 8th at the park. Insurance for both have not been received yet.

- ❖ Motion to approve the two special event forms by Ben Prescott, 2nd by Paula Tubalkain-**All Ayes**

DMRC came before Council in regards to replacing placards at the south end sign. The Neighborhood Watch is no longer in effect so that will not be replaced.

- ❖ Motion for Council to approve the expenditure of up to \$50 for the Tree City placard to be replaced by Ben Prescott, 2nd by Marty Hura-All Ayes

Michele, Paula and the Mayor have completed their interviews with the candidates for Chief. At the end they compared notes and scores. Both Michele and Paula recommended the same candidate. The Mayor then met with the Chief and went over everything. This was a hard decision as both the candidates are extremely qualified. The Mayors recommendation to Council is Joseph Urso for the villages next Chief with a start date of December 15, 2017.

- ❖ Motion to recommend Joe Urso as the Chief by Ben Prescott, 2nd by Marty Hura-All Ayes

Citizens:

Bob MacClearie thanked Council for all their help for the Soap Box Derby. He said it was a great day that included 45 racers, and multiple ties at the finish line.

David Pifer stated that he spoke with his neighbor Pat Frost about the current speed limit of 35 mph and inquired if it could be made to 25 mph. He said that there seem to be vehicles exceeding the 35 mph speed limit as they travel down the hill to the street light. The Chief said that there would be a traffic study needed in order to consider changing the speed limit, so he said that they will increase enforcement on the vehicle traffic coming down the hill.

Hal Stamm spoke about ordinance 2017-21 and said that he is opposed to it and feels it would be an infringement on personal property rights. He said that anything over 6" in ground elevation would require a permit and costly fees to create any landscape change. He also mentioned the Villages fee schedule, which was more costly than the county's regarding subdivision regulations.

Bob Gaglione said that the Service Crew did a great job at chipping during brush pick up at his sister in laws property in the Village.

Financial Reports

- There were **no negative funds** during May, but the transfers were not done in water or sewer, which would have caused negative funds.
- **Cash Summary** report shows no adjustments.
- **Revenues** totaled \$ 151,544
- **We spent** \$174,601 in operating and payroll expenses.
- **Revenue Status-** We should be around 42% in most funds. Our overall average for all funds is 42.18%
- **Appropriation Status-** The Street fund overall is at 55%. Cemetery is at 65%, so soon we will be switching wages in Cemetery to the General fund account. General Fund, Water and Sewer funds are on track.
- **The water & sewer software programs balanced** with the UAN and bank.
- **Income Tax-** April and May balanced perfectly. I am still processing tax returns that were zero due, but at least we know the ones with payments are caught up and letters have been sent for those with errors.
- There are no adjusting factors on the bank reconciliation.

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

CORRESPONDENCE: None

Bills of Resolution, Addendum Bills of Resolution

It was requested to remove line #11 from the Bills of Resolution

- ❖ Motion to amend the Addendum Bills of Resolution to remove line #11 by John Clark, 2nd by Marty Hura-**All Ayes**
- ❖ Motion to approve the Addendum Bills of Resolution as amended by Ben Prescott, 2nd by Marty Hura-**All Ayes**

Legislation

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.

2nd Reading.

It was discussed amongst Council how wide the trail is and if there could potentially be a future road along the trail. John thinks that a road from the Village to Mennonite Rd. is not a possible reality. Marty suggested getting with the county and seeing if the Village is able to retain part of the right of way.

- ❖ Motion to talk to parks district regarding revising the wording in the ordinance to be able to retain property in the right of way made by Paula Tubalkain, 2nd by Giles Seith –**Paula Tubalkain, Giles Seith, Ben Prescott, Paul Janson- Ayes, Marty Hura, John Clark- No**

Mayor Clark stated that since it was Paula's idea that she should contact parks to find out the specifics of the trail.

ORD. 2017-20 AN ORDINANCE AMENDING THE ZONING ORDINANCES OF THE VILLAGE OF MANTUA RELATING TO SUBDIVISION REGULATIONS. *2nd Reading.*

There is a public meeting scheduled before the July Council meeting at 6:45pm.

Paula passed out a paper with points that she discussed regarding subdivision regulations with Council.

- ❖ Motion to make a change to section 703.02 (b) 1 for clarity purposes rules by Paula Tubalkain, 2nd by Giles Seith. Paula and Giles voted aye, then the vote was not completed due to Council members not clear on the amendments. The Mayor recommended that everyone take home their papers to read. She said that Michele will research section 703.02 (b) 1, 703.04 (c) 5, 705.04 (c) 8 and the section of the paragraph starting with "Procedures are herein established and intended".

Giles discussed some points regarding zoning with Council. Specifically section 711.05 (c) and (d) saying that names should not be duplicate within the same fire district. Giles also stated in section (e) which is in regards to fire hydrant placement which helps lower insurance costs.

- ❖ Motion to add under (e), ISO standards and under (c) at the end of the sentence where it says, under the sign shall be located as directed by the Village, and will not have a duplicate names within the fire district by Ben Prescott, 2nd by Paula Tubalkain-**All Ayes**

ORD. 2017-21 AN ORDINANCE AMENDING THE ZONING ORDINANCES OF THE VILLAGE OF MANTUA RELATING TO SITE AND GRADING PLAN REGULATION. 2nd Reading.

Council discussed in depth what this ordinance would mean to residents if they sought to landscape or add a drive way. Paula felt it would be too restrictive for the Villages residents and that it would be too costly for permits and engineers to be involved over a 6" inch grade. Hal stated that just putting in a driveway would be 6" inches. The Mayor stated that the initial idea behind the grade regulation was to avoid potential drainage issues for neighbors.

The Mayor recommended that Council read, review and get their recommendations to the next Planning meeting which is July 11th.

John suggested to cancel the July public hearing and it was agreed upon.

ORD. 2017-24 AN ORDINANCE AMENDING SECTION 921.02 OF THE STREETS, UTILITIES AND PUBLIC SERVICES CODE OF THE VILLAGE OF MANTUA, RELATING TO WATER RATES. 1st Reading.

There was concern that the rate increase was too steep to agree to over an 8 year period, and so John suggested that the ordinance could include a yearly review before the rates are raised again.

ORD. 2017-25 AN ORDINANCE AMENDING SECTION 931.01 OF THE STREETS, UTILITIES AND PUBLIC SERVICES CODE OF THE VILLAGE OF MANTUA, RELATING TO SEWER RATES, AND DECLARING AN EMERGENCY. 1st Reading

John asked why the 3rd tier cubic feet differed by 1,000 cubic feet between sewer and water, to which Michele said that it had been calculated that way from when billing used to be quarterly.

ORD. 2017-26 AN ORDINANCE AUTHORIZING TRANSFERS FROM THE GENERAL FUND #1000 TO THE WATER OPERATING FUND #5101 AND SEWER OPERATING FUND #5201 AND DECLARING AN EMERGENCY. 1st Reading

Jenny explained that for the water transfer, the \$20,000 is related to the waterline break on Main St., and that \$10,000 is the shortage for the debt payment at the end of the month. The sewer transfer is for operating and debt.

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

ORD. 2017-27 AN ORDINANCE AUTHORIZING CERTAIN ADJUSTMENTS TO THE 2017 APPROPRIATIONS AND DECLARING AN EMERGENCY. 1st Reading

The \$25,000 increase for general fund is \$10,000 for transfers out, \$10,000 is for income tax refunds, and \$5,000 for combination police dept., motor vehicles and additional CT bills. The state highway is an \$8,000 increase.

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

Department Heads and Village Engineer

Police Chief Buchert:

The Chief thanked the Mayor and Council for the appointment of Joe Urso as the new Police Chief. He said that he is a great candidate for the position and that he is very pleased that it was kept inside the Village and that it will help with morale.

Bob Reitz has asked the Chief to extend his thank you for his party and the support that has been provided over the years.

New phones have been ordered for the Village and will be set up shortly after they are received.

The Soap Box Derby went off without anything major happening.

Javon Jackson is the new auxiliary officer.

July 5th is the next Safety meeting at 6:30pm.

Village Administrator:

The repairs for the water break was nearly \$20,000.

Grand Elm and Woodford St. paving will begin on Thursday. Chelsea sent out an AMG alert to inform residents of the temporary road closings.

Service has been repairing or replacing storm drains for the past month.

There are some curb inlets on Reservoir Dr. that need to be replaced.

The Mayor, Giles and Bruce met with the County last week to negotiate and discuss information.

They are requesting the last 10 years of the Villages consumer confidence report. The next meeting will be on July 12th with Gene Roberts.

Bruce was very thankful for all those that came out and supported the Service crew as they worked to fix the broken pipes. The Mayor and John stayed late on Saturday, Giles let the guys eat lunch in his garage on Sunday, Paula and Tom Tubalkain came down, Mike McCauley and the Chief helped set up signs, and Italiano's donated pizza to the Service crew. There was a lot of support from the community that made everything much easier.

Village Engineer from C.T. Consultants:

Brian explained that he was looking at the water line maps of the Village and that, except for recent water lines, the majority of the Villages waterlines date back to 1903, 1910, and 1912. He stated that 80% of the waterlines are 50 years past its prime and the Village can expect more breaks in the future. CT has been working on the pre-application to the County for the OPWC funds for the W. Prospect St. and storm sewer and pavement improvements. It is basically the same scope as last year but the total cost was reduced and the Village will kick in a local share which should get more points. The meeting will be around the end of July or beginning of August to have a point ranking meeting to see how the Village fared.

Committees

John Clark for Service and Fire Board:

John commented on a super job by Bruce, the Service crew and the residents regarding the water main breaks the weekend of May 20th. They did a great job and the town really came together to provide food, drinks and support while they endured long hours to fix the breaks.

There has been a recommendation for a full-time firefighter contingent on a physical and an eye exam being passed. There are 19 applications for new part-time guys, all of which seem like great candidates. They have been getting prices for a new squad at around \$195,000 to \$200,000. Matt is expecting a new squad by August. #3 has already been taken out of service due to safety issues for the firefighters. They are down to only 2 squads. The phone system will hopefully be in place by next month. There are 3 companies bidding for the fire department health insurance.

There has been a reduced bid for the roof down to \$120,000 for the new steel roof which is down by \$50,000. The Chief asked if there would be an advantage if the Village and the Fire Department pooled together for health insurance. Jenny and John will check into it.

Marty Hura for Parks and Shade Tree:

Parks and Shade Tree will be held tomorrow in Buchert Park at 6:30. There will also be a walk conducted to celebrate the Summer Solstice where participants will be given comment cards regarding the park.

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

Bob spoke for Planning and said that the site plan review for Napa is finished. They also talked about Stamm's, subdivisions and satellite dishes.

For the cemetery, the issue on Memorial Day with the mowing has been brought to everyone's attention and the contract for next year will include mowing within 24 hrs. of Memorial Day. BZA held 2 meetings, one for Napa and one for Buckeye Pipeline.

Ben Prescott for Portage County Regional Planning: Nothing

Paula Tubalkain for Finance:

Paula said that items were already discussed that included the Mantua Welcome Sign, the Mill St. appraisal and the Matts Rd. bridge grant.

Giles for Safety:

Giles said that the Service Department did a great job during the water main break weekend.

New and Other Business

Since the next Service meeting is on July 4th, John will let Jenny know when it will be rescheduled so that she can post it in the paper.

Anything else that may properly come before Council

The Mayor, Jenny, John and Paula attended a local government meeting the day prior at the Village lodge with other members of local small government. There were 2 changes that were requested at the meeting, and then the next meeting will be held on July 31st.

Adjournment

- ❖ Motion to adjourn at 9:00pm made by Ben Prescott, 2nd by Giles Seith-All Ayes

Mayor Linda Clark

Administrative Assistant Chelsea Gregor