

**SPECIAL COUNCIL MEETING MINUTES**  
**VILLAGE OF MANTUA, OHIO**

**July 2, 2013 5:30 p.m.**

**CALL TO ORDER:** 5:30 p.m. by Mayor Clark

**PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE FOR THE 19 FIREFIGHTERS LOST IN THE FIRE IN ARIZONA:**

**ROLL CALL:** Council President Ben Prescott, Bill Zoller, Giles Seith, John Clark, Paul Janson, and Marty Hura.

**OTHERS PRESENT:** Mayor Linda Clark, Clerk-Treasurer Jenny August, Solicitor Michele Stuck.

**CITIZENS:** David Ackerly

**DISCUSSION:**

**Presentation by Regional Income Tax Agency:**

Charles Hawk, Marketing Specialist from Regional Income Tax Agency gave a short presentation on behalf of Regional Income Tax Agency and what they could do for Mantua Village. He passed out a handbook and reviewed the background of his company. Based on information Jenny gave him regarding the Village's 2012 collections, he estimates that the Village's costs for having RITA take over tax collections to be about 3.27%, or between \$15,700 and \$17,300. Their main resource to compile their database is the Village, then they look at the State tape information, and finally they use the IRS extracts. He invited Council to come and view their facility in Brecksville.

Solicitor Stuck asked him about their fees for taking a delinquent taxpayer to small claims court. Mr. Hawks aid the subpoena fee is \$8.00 and if we elect to use their legal person, it is \$35 per hour. They would inform us when someone is delinquent and the Village would tell them how to proceed. Jenny asked him how he will know that a contractor has been working in town and would owe income tax. Mr. Hawk said the Village would keep an eye on building permits that they issue and let RITA know. Giles asked him if they see a large increase in revenues in a small village like Mantua. He said it varies. Linda Clark asked him if their fees are negotiable. He said no.

**Interview with David Ackerly:**

Council interviewed David Ackerly, one of the candidates for Village Administrator. Giles asked him how he does working with a community that just came off fiscal watch and financially stretched. David said he would communicate with everyone to see what their goals are. He would suggest ways to cut costs. Giles said it is very important to be able to make up a good budget. Dave said he would use what we have, and try to fix things in-house. John asked him how he would handle it if Council made a decision that he didn't agree with. He said he would have to work with Council. Paul asked about his extensive experience in equipment maintenance. Dave said construction equipment mostly, and he did a lot of preventative maintenance. He would make checklists for jobs they are doing so they will have everything with them and eliminate running back and forth between the shop and the job. It would save time and fuel. He had a very successful training program with Cleveland Metroparks where he trained people to run heavy equipment. Bill asked him if he has any experience with water line repairs. Dave said yes. He has not done any fire hydrant work, but asked questions about when they had to be done. Paul asked him about his budget experience. Dave said he would ask Council to tell him what projects were

coming up and he would crunch numbers with them. He was usually given a budget and he made it work. Ben asked him about his experience with water & wastewater treatment plants. Dave said just cleaning them. He is willing to get the licensing on his own if necessary. Dave said he would like to know more about what he would be in charge of and what their expectations of him are. Bill asked him if he has any grant writing experience. He does not. Paul asked him if in his self employment, if he did any commercial stuff. He said no, he mostly does plumbing, electrical, painting, and he's interested in antiques. John said one of his responsibilities would be collection of late water & sewer bills. How would he go about that. Dave said he would try to work with them and if not, he would let them know that they would be shut off. He said he wouldn't have any problem being the heavy. Paul asked him if he has plowed snow. He said yes, he has his CDL. Linda said he was intermediate in computer skills, and proficient in excel.

At this time Marty excused himself from the meeting.

**Filling the position of Village Administrator**

Linda said they also received an application from Vic Grimm and she interviewed him this afternoon. She wanted to share his resume and cover letter with Council. He has been 15 ½ years in the township, he is hands on. His computer skills are his greatest weakness. He is looking for part time for now, about 30 hours per week. Michele checked and it would not be an issue for him to be a Township Trustee and a Village employee. Vic would like about 6 months to phase out his business, and then he would be interested in full time if offered. Linda asked him if there was an emergency in both the Village and Township, what would be his priority. He said he would gage the emergencies. Linda said he does have a CDL and he does plow snow.

Motion to go into an executive session at 6:16 by John Clark, seconded by Ben Prescott. All ayes on vote.

Motion to resume the regular Special council meeting at 6:41 by Ben Prescott, seconded by Paul Janson. All ayes on vote.

Council decided they would like to schedule an interview with Mr. Grimm on Monday, July 8<sup>th</sup>, 2013.

**Filling the position of Assistant clerk**

Ben suggested that we discuss it more at finance.

**Adjournment:**

Motion to adjourn the Special Council Meeting at 6:46 by Ben Prescott, seconded by Bill Zoller. All ayes on vote.

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Linda Clark, Mayor

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Jenny August, Clerk-Treasurer