

**COUNCIL WORKSHOP  
MINUTES  
JULY 15<sup>th</sup>, 2014  
6:00 p.m.**

The meeting was called to order at 6:05pm

**Roll Call:** John Clark, Marty Hura, Paul Janson, Ben Prescott and Giles Seith  
Bill Zoller arrived at 6:07pm.

**Other Village Personnel Present:** Mayor Linda Clark; Clerk-Treasurer, Jenny August; Village Solicitor, Michele Stuck; Administrative Services Officer, Kate Rogers; Chief Harry Buchert, Rich Iafelice of CT Consultants

**Citizens Present:** Michelle Barnauskas and Carl Zeleznik

**Discussion:**

**S.R. 44 Sidewalk Project**

Rich Iafelice reported that DMRC requested the services of CT Consultants to help with a design for the streetscape for the State Route 44 Sidewalk project. Rich felt that it was necessary to meet with Council to share these recommendations, since it would likely fall to the Village to maintain some of what is installed. If the Village decides to use Ohio Edison's decorative light poles, the poles will be maintained by Ohio Edison. These poles would be 12' high and placed on a 30" concrete pedestal.

Ohio Edison has two options for the lamps; High Pressure Sodium or metal halide. The industry is moving to LED and so CT recommends requesting this option.

The wattages available are 100 or 150 watts.

The installation can be done by Ohio Edison or by a private contractor.

Normal fixture maintenance is taken care of by Ohio Edison. If a pole is damaged, the Village would have to absorb of the cost of repair.

Councilman Zoller asked how many poles are needed. Rich reported that no design had been done yet, and so the number is unknown.

Councilman Prescott asked about the cost. Rich could not give an answer about cost at this time.

Councilman Clark asked if we purchased the poles elsewhere, whether Ohio Edison would still maintain the light fixtures. Rich said that he is not sure, but thinks that Ohio Edison would not maintain fixtures purchased elsewhere.

The Mayor reported that if we had un-metered poles with lights only, the cost would be \$5.99 a month. If we choose to put a receptacle on the pole, then each pole would be metered, and the cost would be according to usage. We could also choose to put brackets on the poles for flags and banners.

CT's recommendations are that we have an independent contractor install the poles. Ohio Edison would then come out and inspect the work. They also recommend LED lights.

The conduit for the electric will be run as a part of the sidewalk project. When we are ready to put in lights we will tie into this existing conduit.

Michelle Barnauskas asked whether CT could do the design to determine how many lights and where they would be placed so that DMRC could start applying for a landscaping grant. Their idea is to apply for the landscaping grant and do some fundraising down the road for the cost of the light poles.

Rich said that it would be possible to do this plan, but not until they had the decisions made for the exact light pole and options that Council wanted.

Carl Zeleznik said that he is willing to let the landscaper start in front of his building. He also said that he would be willing to put in a sample light so that the other business owners and involved parties could see what it looks like.

Michelle asked for examples from CT Consultants of communities that had used the Ohio Edison poles on the concrete pedestals so that they could go and look at them.

DMRC tentatively plans to pay for CT Consultants to create a landscaping and lighting plan, so that they can write a landscaping grant. The landscaping grant they want to pursue is a no match grant.

Councilman Zoller said that he thinks we should get poles with a receptacle so that we could put up Christmas wreaths or other decorations.

Councilman Prescott suggested that we use the Ohio Edison poles, with a receptacle and LED lights. The other Councilmen agreed.

CT Consultants will now be able to give DMRC a cost for doing a landscaping and lighting plan.

## **Adjournment**

- ❖ Motion to adjourn at 6:55 pm was made by Councilman Zoller and seconded by Councilman Prescott. All voted aye.

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Mayor Linda Clark

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Admin Services Officer Kate Rogers

**REGULAR COUNCIL MEETING  
MINUTES  
JULY 15, 2014  
7:00 p.m.**

The meeting was called to order at 7:00pm

Pledge of Allegiance and Moment of Silence for the men and women who have served 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; Administrative Services Officer, Kate Rogers; Chief Harry Buchert, Rich Iafelice of CT Consultants

**Citizens Present:** Dan Pompili of the Record Courier, Mark Trushel of Mantaline, Wes Hawkins of Maple St., Bob Maclearie of Main Street, Roy Peck of Canada Rd.

**Approval of Minutes**

- ❖ Motion to accept the minutes from the June 17<sup>th</sup>, 2014 Budget Hearing was made by Councilman Prescott and seconded by Councilman Seith. All voted aye.
- ❖ Motion to accept the minutes from the June 17<sup>th</sup>, 2014 Council Meeting was made by Councilman Prescott and seconded by Councilman Seith. All voted aye.

**Mayor's Report**

Thanks to the men who got together to work on the flag-pole project; Norm Erickson, Jim Oster, Tim Benner, Chief Buchert and others. Norm was able to get help from Todd Herr and his equipment to replace the pole and top. The Village was given a flag from Congressman LaTourette back in 2005 that had been flown over our Nation's Capital. I think it is wonderful that we finally have a flag back flying over the Village. The Police Department, Fire Department and the American Legion organized a flag raising ceremony on July 4<sup>th</sup> in honor of all the men and women who serve our country and those who have given their lives in the service of our Nation. On July 3<sup>rd</sup> they did a test run that was the first time since 1985 that we had a flag flying.

On June 23<sup>rd</sup> I attended the solid waste meeting with the EPA regarding recycling. There is still no definite answer. There are several proposals being considered. The EPA attended our service meeting to explain some of their ideas. We are waiting for some requested paperwork to present to Council. I am meeting again with the Commissioners and the EPA tomorrow.

The preconstruction meeting for the bridge closing was held on July 2<sup>nd</sup> at District 4. The bridge will be closed around August 14<sup>th</sup> for 75 days. We will be seeing one-lane traffic at the bridge in the coming weeks for the items that need to be completed before ODOT closes the bridge.

I would like to present this proclamation to Mark Trushel, President of Mantaline Corporation. Mantaline has been in business in Mantua since 1964 when they opened shop in the basement of Chuck Nichols' building at the corner of First and Franklin. They started with just a hand full of housewives mostly from Mantua. In 1989, Mantaline became an employee owned company and it has been in operation for 50 years. I would like to extend this proclamation to Mark with our sincere thanks and gratitude to all of the Mantaline Employees past and present for 50 years of service to our community.

## **Citizens-**

Wes Hawkins of Maple Street asked Clerk-Treasurer August about the ways that we raise revenue for the streets. Ms. August reported that the Street Fund receives money from gas tax, state and local highway cents per gallon, and license tax. The Street Fund is self-sustaining from just these revenues and no other monies from the General Fund are used for streets except in case of emergency. We currently receive around \$120,000 a year from these sources, which is not enough to maintain the streets and have a reasonable paving schedule.

He also wanted to clarify the approximate amount that the levy would cost homeowners. Clerk-Treasurer August said that the average homeowner would be charged \$12 per month if the levy passed. Asked if she personally supports the levy, Clerk Treasurer August said that she does.

Mr. Hawkins asked about why the Village chose to pursue a property tax, rather than an income tax. He said that he is concerned that with a property tax, single income or retired couples will be hit harder than an income tax.

Councilman Clark reported that a property tax levy will get us to a more stable revenue source, because property value is generally more stable than income.

Mr. Hawkins then asked if we have a paving schedule set up to follow if the levy passes. The Mayor reported that the Village Administrator has a list of roads he would like to address this year, and will make a multi-year schedule if the levy passes.

Rich Iafelice of CT Consultants said that the goal revenue was determined by studying the condition of the Village's roads. Once we came up with an amount needed to institute a regular maintenance schedule, Council felt that the amount was too high to take to the residents. We cut our goal nearly in half to come up with the millage to be used for the levy.

Mr. Hawkins asked how long the levy would last. Councilman Janson said that the levy would last for five years initially. If the residents can see that we have used the money wisely and made visible improvements our hope is that they will continue to renew the levy. Only with an ongoing paving schedule can the roads be kept in a good condition.

Lastly, Mr. Hawkins asked how Council would be getting the word to the Village residents about the levy. Councilman Janson said we will have public meetings and press releases to inform them about the levy.

Bob Maclearie asked about the dates for the bridge closure. The Mayor reported that the closing would begin around August 14<sup>th</sup> and last for approximately 75 days. The only thing that could delay the closure would be if the utility contractors are not finished moving the utilities before the 14<sup>th</sup>.

## **Financial Reports**

Clerk-Treasurer August reported that the full reports are in Council's packets. To summarize, we received \$147,870 in revenues, including a \$41,000 check from the Cemetery Trust. We spent \$344,682 in operating and payroll expenses. The large expenses in June were the semiannual payments on the OWDA loans that totaled \$217,252.

- Our revenues were at 49% overall at the end of June, so we are close to being on target.
- Our appropriations were at 50% at the end of June, so we are spot on with spending.

❖ Motion to approve the financial reports was made by Councilman Hura and seconded by Councilman Prescott. All voted aye.

## **Correspondence**

The Mayor has a note from DMRC inviting a Village representative to a luncheon about extending and improving the Headwaters Trail from Aurora to Garrettsville. She plans to attend.

## **Bills of Resolution, Addendum Bills of Resolution**

- ❖ Motion to approve the Bills of Resolution and Addendum Bills of Resolution was made by Councilman Prescott and seconded by Councilman Hura. All voted aye.

## **Legislation**

**ORD. 2014-10** AN ORDINANCE AUTHORIZING THE MAYOR OF THE VILLAGE OF MANTUA TO ENTER INTO AN AGREEMENT WITH THE DISTRICT COMMISSIONERS OF THE PORTAGE COUNTY SOLID WASTE MANAGEMENT DISTRICT FOR THE COLLECTION OF RECYCLABLES FROM MANTUA VILLAGE AND DECLARING AN EMERGENCY. *Tabled on 3<sup>rd</sup> Reading.*

No discussion.

**RES. 2014-30** A RESOLUTION SUBMITTING TO THE ELECTORS OF THE VILLAGE OF MANTUA THE QUESTION OF AN ADDITIONAL FIVE (5) YEAR 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, AND DECLARING AN EMERGENCY. *3<sup>rd</sup> Reading.*

- ❖ Motion to approve Ordinance 2014-30 was made by Councilman Prescott and seconded by Councilman Clark. All voted aye.

**ORD. 2014-31** AN ORDINANCE ENACTING SECTIONS 509.08(f) AND (g) OF THE CODIFIED ORDINANCES OF THE VILLAGE OF MANTUA, RELATING TO NOISE FROM OUTDOOR HOUSEHOLD EQUIPMENT, AND DECLARING AN EMERGENCY. *3<sup>rd</sup> Reading.*

Councilman Prescott asked if this is still necessary since the issue had been resolved. Chief Buchert reported that the safety committee still supports this legislation.

- ❖ Motion to table the Ordinance was made by Councilman Prescott and seconded by Councilman Janson. Councilmen Clark, Hura and Zoller voted no. Councilmen Janson, Seith and Prescott voted yes. Mayor Clark broke the tie and voted no.
- ❖ Motion to approve Ordinance 2014-31 was made by Councilman Hura and seconded by Councilman Janson. Councilmen Clark, Hura and Zoller voted yes. Councilmen Janson, Seith and Prescott voted no. Mayor Clark broke the tie and voted yes.

Not receiving 2/3 majority of the votes, the Ordinance will go into effect in 30-days rather than as an emergency.

**ORD. 2014-34** AN ORDINANCE AUTHORIZING CERTAIN ADJUSTMENTS TO THE 2014 APPROPRIATIONS AND DECLARING AN EMERGENCY. *1<sup>st</sup> Reading.*

Clerk-Treasurer August reported that last month Council approved the transfer of \$10,000 from the General Fund to the Fire Hydrant Fund but not the appropriation of the money. This ordinance will allow for the appropriation of the money.

- ❖ Motion to suspend the rules was made by Councilman Prescott and seconded by Councilman Zoller. All voted aye.
- ❖ Motion to approve Ordinance 2014-34 was made by Councilman Prescott and seconded by Councilman Hura. All voted aye.

**RES. 2014-35 A RESOLUTION FORGIVING CHARGES FOR WATER USED BUT NOT BILLED TO THE MANTUA-SHALERSVILLE FIRE DEPARTMENT. *1<sup>st</sup> Reading.***

Councilman Clark asked if Section 3 of the Resolution means that in the future if Council chooses to charge for water on the 2" meter that the issue could be re-visited. Solicitor Stuck confirmed that the issue could be re-visited.

Councilman Zoller questioned why the Fire Department is paying for water at all.

Councilman Hura said that because the Fire District represents three jurisdictions, the Village should not be responsible to take on all of the cost.

- ❖ Motion to suspend the rules was made by Councilman Prescott and seconded by Councilman Zoller. All voted aye.
- ❖ Motion to approve Resolution 2014-35 was made by Councilman Prescott and seconded by Councilman Zoller. All voted aye.

**Department Heads and Village Engineer-  
Chief of Police Harry Buchert**

Chief Buchert reported that the Police Department is looking to replace their current contract on a new copier. He presented a quote and asked for Council's permission to move forward.

Chief Buchert said that they were contacted by DMRC to partner with the Village to complete the landscaping and lighting around the flagpole.

Councilman Zoller asked if we had cost estimates for the remaining work. The Chief said that he has called for quotes on the lighting but doesn't have them back yet.

The Chief said that in the past Council said that it intended to put aside some money for this project. He said there is some money, but not much available in this fund. To this point, all of the costs have been absorbed by Norm Erickson. Councilman Zoller said that the Fire Association also has \$500 set aside.

- ❖ Motion to continue to partner with the Downtown Mantua Revitalization Corporation to finish the flagpole was made by Councilman Zoller and seconded by Councilman Prescott. All voted aye.

Chief Buchert asked if Council needed to approve any further action taken on the flagpole.

- ❖ Motion to make Chief Buchert and Mayor Clark the Village representatives to work with DMRC to finish the flagpole project was made by Councilman Zoller and seconded by Councilman Prescott. All voted aye.

### **Village Administrator - Mayor Clark**

- The EMA project is almost complete. There are two more catch basins to replace and a few other projects to finish. ODOT will be finishing the roadwork from the culvert project.
- Pump #2 is ready to install at the reservoir.
- The new blower is installed at the wastewater treatment plant.
- The service department has started the prep work for the boat launch improvement, including taking out a tree.
- Dave and Kate were out inspecting the McCauley/Gregor drainage issue and noticed that Mike McCauley has added a large amount of fill to his back yard, which changed the profile of the drainage and will only exacerbate the drainage problems downhill. We will be speaking to the zoning inspector to address this.
- The water line leak at the high school has been repaired.
- Mr. Cornette has submitted a sketch of his proposed connection to our sanitary sewer line on Pioneer Trail. Rich and the Mayor will continue working with him to make sure he gets everything in place for the project.
- Blackhorse Bridge Construction will be doing some preliminary work along Route 44. We will be setting up a water meter and selling them water for the project.

Administrative Services Officer Kate Rogers reported that we received notice today that Portage County had not been awarded a salt contract because the bids came in too high. We have a chance to revise the tonnage of salt we are requesting before the re-bid. The Village Administrator and Kate will discuss the revised contract and share their thoughts with the Mayor before submitting it. Regardless, the cost of salt for next winter is likely to be substantially higher than it has ever been in the past.

### **Village Engineer from C.T. Consultants**

Rich Iafelice reported that the contractor for the bridge is very reputable and has a strong incentive to stick to the 75-day bridge closure time span.

The LGIF grant for studying the infrastructure along St. Rt. 44 was re-submitted.

We are waiting to hear the date for the OPWC grant subcommittee meeting. A CT representative will attend the meeting.

Brian Rogers was in the Village today looking at the final details for the Crestwood Sewer project as well as at Regan Street.

### **Committees-**

- Councilman John Clark for Service –
  - The EPA came to make a presentation about the recycling contract.
  - Mr. Lang of Ambler Lane came to further discuss his water issue. The service department will continue to investigate the drainage of the whole road.
  - We are still in discussion about how to charge residents who use Village water to fill their pools.
- Councilman John Clark for Shade Tree – No report.

- Councilman Marty Hura for Parks – Two of the three doors have been installed in the Park Lodge building. A tree was taken down in the area where the boat launch is being built.
- Mayor Clark for Planning – Mr. Hawkins and Mr. Snopek will not be returning for another term on the planning commission. The commission will be accepting letters of interest from residents to fill the vacant spots.
- Mayor Clark for Cemetery – We have received the Delia Thompson Trust money, but we are holding off on starting the projects until some other major projects are finished.
- Mayor Clark for Board of Zoning Appeals – There is a meeting on July 31<sup>st</sup> at 6:30pm to discuss a proposal from Butch Schultz.
- Councilman Ben Prescott for Finance – Nothing additional to report.
- Councilman Ben Prescott for Portage County Regional Planning – No report.
- Councilman Bill Zoller for Fire Board – The new squad will be delivered this month. When the bridge is closed, F & S will keep two fire department vehicles in their garage. There will also be fire department staff posted at F&S during this time.
- Councilman Seith for Safety – Nothing additional to report.

#### **New or Other Business**

The Mayor reported that a local business owner received a flyer from the Potato Festival that she thought was misleading. The flyer seems to state that contributions to the Potato Festival will be used to benefit the Village.

The Mayor said that in the past the Potato Festival literature contained a disclaimer that the festival was not sponsored by or connected with the Village.

- ❖ Motion to direct Solicitor Stuck to write a letter to the Potato Festival asking for clarification of the flyer was made by Councilman Prescott and seconded by Councilman Zoller. All voted aye.

#### **Executive Session**

- ❖ Motion to go into executive session for employee compensation was made by Councilman Prescott and seconded by Councilman Clark. All voted aye.
- ❖ Motion to come out of executive session was made by Councilman Prescott and seconded by Councilman Hura. All voted aye.

#### **Adjournment**

- ❖ Motion to adjourn at 8:23pm was made by Councilman Hura and seconded by Councilman Zoller. All voted aye.

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Mayor Linda Clark

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Admin Services Officer Kate Rogers