

## REGULAR COUNCIL MEETING MINUTES

July 16, 2019

7:00 PM

Mayor Clark called the meeting to order at 7:00 pm and led the Pledge of Allegiance.

**Moment of Silence:** Gordon Koscher, John Taylor, and Wayne Marek.

**Roll Call:** Scott Weaver, Bob Gaglione, Marty Hura, Ben Prescott, Paula Tubalkain, and Dave Sluka.

**Other Village Personnel:** Mayor Linda Clark; Clerk- Treasurer, Jenny August; Village Solicitor, Michele Stuck; Village Administrator, John Trew; Police Chief Joe Urso; Village Engineer, Rich Iafelice;

**Citizens Present:** Scott & Trish Snyder, Bob MacClearie, Roy Peck, Kyle Gray, Tom Aldrich, Dave Pifer, and Stacy Turner from The Villager.

### **Approval of Minutes:**

- ❖ Motion to approve the minutes from the June 18, 2019 regular Council meeting by Dave Sluka, 2<sup>nd</sup> by Ben Prescott – **All Ayes.**
- ❖ Motion to amend the date of the Special Meeting minutes to say June 24<sup>th</sup>, 2019 by Ben Prescott, seconded by Paula Tubalkain. All ayes on vote.
- ❖ Motion to approve the minutes from the June 24, 2019 Special Council meeting by Marty Hura, 2<sup>nd</sup> by Bob Gaglione – **All Ayes.**

### **Mayor's Report:**

Instead of a Mayors report, Mayor Clark will bring up a few things under New/Other business.

### **Citizens:**

Mr. Roy Peck complimented the Service department on the nice job they are doing of ditching on Canada Road.

Mrs. Trish Snyder of Herald St. addressed Council regarding having a well supplying water to their residence. She said it was put in possibly sometime in the 1980's by the homeowner, and has been "grandfathered" for several of the last property owners. She was asking Council to declare it officially "Grandfathered" or take them to court. They have 16 years of water bill stubs showing that the village has allowed them to just pay sewer, and that is her indication that they are grandfathered in and not required to tie into the village system. This must be resolved before they can move forward with their intended project. Solicitor Michele Stuck said she will need to research all of the information before making any kind of recommendation to Council. John Trew said that he asked them to apply for this through Planning, and they are on the agenda for the next meeting. Mayor Clark advised her to come to the Planning meeting and it will be first on the agenda.

Mr. Kyle Gray wanted to know if the village has worked out the details regarding rate stabilization with the plant negotiations. Mayor Clark said it is still being negotiated. He asked if we have an idea of when we will know what the rates will be, and if we are doing what is best for the residents or the county. Mayor Clark said we don't know what the rates will be yet, and we are doing what is best for the residents. Mr. Gray asked if anyone has resolved the problem on W. Prospect about the water run off that the residents have been complaining about. Scott Weaver said we have not because the property owner will not allow the village to do the repair the way they want to. Mr. Gray asked why it is being proposed to put a curb in front of the house at the top of High St. and what is the cost? It seems like a needless expense when there are other roads not being fixed. Mayor Clark said there was a cup curb in front of Hawkins that was taken out and not replaced when the road was paved. Since then, Mr. Hawkins is asking that we extend it. John Trew told Mr. Hawkins that we will replace what was there. Mayor Clark added that we have done road paving projects in the village. Lastly, Mr. Gray asked if the reservoir is part of the deal with the county. The Mayor said yes.

### **Financial Reports:**

In our transition to Regional Income Tax Agency, they have asked us to assign a delegate and an alternate delegate. The Finance Committee recommended that Jenny would be the delegate and the Finance Chair would be the alternate. This will need Council approval by motion.

- ❖ Ben Prescott moved to appoint the Clerk-Treasurer to be the RITA delegate and the Finance Chair to be the alternate, and Scott Weaver seconded. All ayes on roll call.

Fund Status- Looking good.

Cash Summary- No Adjustments

Revenues- Revenues totaled \$181,849

Expenses- Combined operating and payroll expenses= \$267,850 (includes semi annual debt)

Credit Card Monthly Report- No charges this month.

Revenue Status- We are right on track

Appropriation Status- Looking good.

Bank Reconciliation- No adjustments

The water-sewer and tax programs balanced with the UAN and the bank deposits.

Checks 45265 through 45310 were written in July

**Correspondence:** Jenny said that we received a letter from the Ohio Department of Commerce notifying us that village liquor permits expire October 1st. If Council has any objections to any renewals, it must be done by legislation and submitted no later than September 3rd. There were no objections.

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

- ❖ Motion to approve the Financial Reports and the Bills of Resolution and Addendum Bills of Resolution by Ben Prescott, 2<sup>nd</sup> by Scott Weaver-**All Ayes**

### **Legislation**

**ORD. 2019-24 AN ORDINANCE RESCINDING ORDINANCE 2017-36 AND REINSTATING THE ORIGINAL OPERATION OF ORDINANCE 2017-22 RELATING TO A SEMI-ANNUAL TRANSFER OF \$21,850.00 INTO VILLAGE HALL NOTE RETIREMENT FUND #3401. 2<sup>nd</sup> Reading.**

- ❖ Motion to suspend the rules by Ben Prescott, 2<sup>nd</sup> by Marty Hura - **All Ayes**
- ❖ Motion to approve by Scott Weaver, 2<sup>nd</sup> by Ben Prescott – **All Ayes**

**ORD. 2019-27** AN ORDINANCE AMENDING CHAPTER 951 OF THE CODIFIED ORDINANCES OF THE VILLAGE OF MANTUA REGARDING THE PARK LODGE. 2<sup>nd</sup> Reading. Mayor Clark said we need to amend the actual park lodge rental contract to remove Marty Hura as the person to call if there is a problem. Council agreed that they would replace Marty Hura with Mantua Police dispatch, and then they would contact someone to be determined. This goes to third reading.

- ❖ Motion to amend the rental contract by Dave Sluka, 2<sup>nd</sup> by Ben Prescott – **All Ayes**

**ORD. 2019-28** AN ORDINANCE AUTHORIZING CERTAIN ADJUSTMENTS TO THE 2019 APPROPRIATIONS AND DECLARING AN EMERGENCY. 1<sup>st</sup> Reading.

- ❖ Motion to suspend the rules by Ben Prescott, 2<sup>nd</sup> by Bob Gaglione - **All Ayes**
- ❖ Motion to approve by Ben Prescott, 2<sup>nd</sup> by Ben Gaglione – **All Ayes**

**ORD. 2019-29** 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. 1<sup>st</sup> Reading. This is done annually after Codified Ordinance updates are reviewed by Michele.

- ❖ Motion to suspend the rules by Ben Prescott, 2<sup>nd</sup> by Bob Gaglione - **All Ayes**
- ❖ Motion to approve by Ben Prescott, 2<sup>nd</sup> by Ben Gaglione – **All Ayes**

**ORD. 2019-30** AN ORDINANCE LEVYING A MUNICIPAL MOTOR VEHICLE LICENSE TAX PURSUANT TO OHIO REVISED CODE SECTION 4504.173. 1<sup>st</sup> Reading.

### **Department Heads and Village Engineer**

#### **Police Chief Urso:**

- Under New Business they discussed repurposing the old village hall cameras to use at the park.
- The dispatch contract with the Fire District ends this year, so they are starting to negotiate with Chief Roosa.
- There are a few trees on Regan St. that they were concerned about.
- They are working on getting the Marcs radios programmed.
- The new Tahoe is built and we now have a VIN number and it should be arriving at Tim Lally Chevrolet any time.
- There is some heaving on the back parking lot that may need attention soon.
- The firewall on the entire building is going to need updated next year at an approximate cost of \$4,000.
- We have had three dispatchers reduce their hours because they secured other employment at other agencies. Our S.R.O. Officer has resigned from her position but is willing to stay on as a road officer. We had one officer resign and another might be retiring in November.

**Village Administrator John Trew:**

- On June 20 we had a sewer breach onto S.R. 44. The county came up and flushed it out. There was a buildup of soap and grease. There is a 3-4 foot section that is gone. He is in the process of getting estimates for emergency repairs. He is estimating a cost as low as \$20,000 up to as high as \$100,000.

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

Regarding the reservoir project, exterior piping and valves still need to be located. Rather than excavating, a village employee used chicken wires like a divining rod to locate them, and it was actually working.

The due date for the Mats Road Bridge application is August 15. The village wants a single span bridge rather than a two span bridge with center piers. The Municipal Bridge federal funding would provide 95% of the construction cost. This year's applications will be awarded in 2023 so the CT staff inflated the estimated costs accordingly. The local share is 5% which would be used for preliminary engineering and required studies. There are lots of federal requirements. The 2002 design does not meet federal requirements. It meets FEMA and flood elevation requirements. Under either design, the bridge must go up in height to clear the design standards. That whole area is in the floodway of the river. The embankment on either side must also be raised regardless of which bridge is built.

There is a process called a Letter of Map Revision through ODNR. Using the data provided by ODNR, you model the river hydraulics and the bridge, and calculate the rise. The process requires that all affected property owners must sign off.

Under the two span design, the increase of the bridge deck elevation goes up about 2 feet and this causes the need to build up the banks. The two span design from 2002 had a structural beam of about 12" and the center pier was 16" in diameter. The clearance of the underside of the bridge under normal water level was 7 feet. Today's probable cost estimate for the two span design with inflation to 2023 is \$656,740.

Under the single span design, the 12" beam now becomes 27", with a 4-foot raise in the decking. The cost is estimated to be \$753,000 and with inflation the construction costs are estimated to be \$850,000 in 2023. Rich provided a written summary for the single span design: The estimate shows all line items. Grant funds only pay for a 50-foot approach on each side. The new design would mean 107 feet of approach, so the difference would be paid as part of the local share. Our Engineers estimated the total project cost "all in" is estimated to be \$1.58 million, making the local share a total of \$257,875. Under that scenario, they are asking for a roughly \$900,000 grant from the Federal government with a quarter million-dollar local share for the single span design.

Mayor Clark asked if the local share is the same for either design. Rich said no, because the costs are different. The two span bridge total cost is under a million dollars, making the local share closer to \$200,000.

Scott Weaver asked about the Storm Water Pollution plan. Rich explained that this is to prevent debris and sediment from getting into the river.

Ben asked how we would make our local match. We will use additional gas tax money, possibly road levy monies, and possibly additional grants to help with the local match.

Dave Sluka said we need to determine the economic gains when we evaluate these costs.

- ❖ Motion to submit an application for the single span bridge by Scott Weaver, seconded by Paula Tubalkain. Ben Prescott voted no, all others voted yes.

Regarding the utility negotiations, Rich was in a conference call with the county and he wanted to provide a summary to Council. Mayor Clark encouraged Council to read through this and then we will have a Special Council meeting about this. Rich said at this time, the village and county have not come to an agreement. The county has provided an amortization schedule for all projects that the county claims are needed, not the village. Paula offered to have color copies made for the meeting.

## **Committees**

### **Scott Weaver for Service, and Planning:**

Service- They talked about the planters and weekend watering. There were storm water issues at the park. They talked about doing a rain water garden to help with some of that. They talked about the sewer line on Main and storm sewer by Circle K.

Planning – The meeting was postponed until this Thursday. They have a rental housing inspector coming from Windham, and possibly John Cline who does inspections.

### **Bob Gaglione for Fire Board:**

They swore in a full time fire fighter. There was one resignation and one taking a six month leave of absence. They discussed the 2020 budget, the renewal levy, and the new roof on the apparatus area. They are discussing the dispatching contract.

### **Marty Hura for Parks and Shade Tree:**

Parks and Shade Tree meetings are tomorrow night. They will discuss reusing the village hall cameras for areas of the park. In Shade Tree they will talk about planting sites for new trees.

### **Mayor Clark for Cemetery, and Board of Zoning Appeals:**

Cemetery- Someone complained about the high grass and weeds around the headstones. She wants to make it clear that they are a mowing company. They mow between the graves. It is up to the family members to take care of weeds around the headstones.

BZA- Nothing at this point.

**Paula Tubalkain for Portage County Regional Planning:** PCRCP is working on establishing a Marketing and Branding Committee for the county. They will be looking for members. They would be involved in things similar to the Burning River event that was held at Compass Packaging.

### **Dave Sluka for Safety and Finance**

Safety- There was a pending quote with Hiram Dispatch of \$44,000 for the first year.

Finance- The committee reviewed the gas tax increase. They also discussed the Village Administrator position and decided that it could change depending on what becomes of the treatment plants. They also reviewed the On Call Comp Time and overtime in the handbook. This will eventually come to Council. Mayor Clark said this coming Friday, she, Jenny, the Village Administrator, and Police Chief (the Executive Branch) are meeting to discuss this.

### **New and Other Business-**

Mayor Clark suggested that future Council meetings could start at 6:30 instead of 7:00 to help u get out of here a little earlier. Council all agreed.

- ❖ Motion to change all future regular monthly Council meetings to begin at 6:30 by Dave Sluka, with a second from Bob Gaglione. **All Ayes on roll call.**

Mayor Clark learned through the negotiations with the County and her meeting at Beaverdam, that there are two things the village needs to do that will help us qualify for certain grants; One thing is a Low to Moderate Income (LMI) Survey. Todd Peetz from Portage County Regional Planning will do this. They will write up a brief overview of the summary and why we are doing it. They will put articles in the Record Courier and The Villager for our residents. They will also provide an option to put a Survey Monkey on the village website. The survey is less than eight questions. Your physical address, (no name is required), total household income, number of people in the home, and a few other questions. DMRC is willing to help go door to door to collect surveys. PCRCP says we have 413 household addresses. We have 59 technical assistance hours available with PCRCP, but they estimate that it will take about 150 hours. It is possible that the county Commissioners might let us use 100 of their TA hours. We can send them a letter requesting that. We can discuss this further in our Special Council meeting.

The second thing the village needs to do to help secure grants is the lead pipe study. This study is estimated to cost 1.5 million dollars. We can save the 1.5 million dollars by having our residents take pictures of our water pipes that come from outside and go to the meter. We need to determine if that line is galvanized, copper, or lead. Kyle Gray asked what percentage of residents we need to get this from. John Trew said if we can get it from 100 residents, that would be helpful.

Lastly, a Special meeting needs to be set up to address extending our contract with the county and discussing the LMI study. Council set a Special Meeting date of Thursday July 25, at 6:00 pm.

**Anything else that may properly come before Council**

**Adjournment**

- ❖ Motion to adjourn at 8:56 by Bob Gaglione, seconded by Scott Weaver. **-All Ayes**

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Mayor Linda Clark

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Jenny August, Clerk-Treasurer