

REGULAR COUNCIL MEETING
MINUTES
July 18th, 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, Marty Hura, Ben Prescott, Paula Tubalkain, Bob Gaglione and Giles Seith

Other Village Personnel: Mayor Linda Clark; Clerk-Treasurer, Jenny August; Village Solicitor, Michele Stuck; Rich Iafelice, Village Engineer; Police Chief Harry Buchert; Village Administrator Bruce Rininger; Administrative Assistant Chelsea Gregor

Citizens Present: Bob Gaglione, Joe Urso, Bob Maclearie, Roy Peck, Greg Balbierz and Stacy Turner of the Villager

The Mayor read a resignation letter from Paul Janson. He has sold his house and is no longer a Village resident. He has recommended Bob Gaglione as his replacement and stated that he believes he would be a great asset to the Council and the Village. He wrote that "It has been an extreme pleasure to work with this Council and the Mayor". Thank you again. It's been a great ride". The Mayor stated that it is with great regret that she accepts the resignation letter from Paul Janson.

The Mayor then read a letter from Bob Gaglione expressing his interest in filling the open Council seat and recommended that Bob Gaglione join Council effective immediately. Council discussed it and Michele said it was Councils choice if they wanted to appoint Bob or take interviews.

Marty said Bob was an excellent choice and that Council needs someone right now, while Giles and Ben thought the position should be offered to interested residents. The Mayor then reminded Council that 4 seats will be opening in November for residents to run for.

- ❖ Motion to approve Bob Gaglione as the next Councilman by Paula Tubalkain, 2nd by Marty Hura- **Marty Hura, Paula Tubalkain, John Clark-Ayes, Giles Seith, Ben Prescott-No**

Bob was sworn in as the new Council member

Approval of Minutes:

Giles brought up that there had been an incomplete vote at the last meeting where there was a motion that was seconded. Michele spoke about it and said that the legislation was then sent back for review.

- ❖ Motion to accept the minutes from the regular June 20th Council meeting by Ben Prescott, 2nd by Marty Hura- **All Ayes**

Mayor's Report:

The Village has been contact by the Mantua Rotary Club to install poles for banners at the south end of town, they are 30 to 35 feet tall. They are asking that they be located between the last driveway and the 2nd bridge. It would require a power auger to drive a 5 foot hole and a way to

raise the poles. They also said that if the location is okay, but the Village does not have the equipment necessary, they can explore how to get it done.

Mantua Rotary is also proposing the installation of bike racks. They will work with the DMRC, Chamber businesses, and Portage Parks to make a list of possible locations and turn it in to Council for approval. They are doing this through a Rotary grant and have not yet gotten final approval, but they have included in the grant \$600 to compensate the Village for the installation. DMRC is asking the Village to develop a little policy regarding the Village trail kiosks and is also asking that Helen Hazelett maintain them. The Village shares 2 kiosks with Portage Parks. The PPD maintains one side and the Village has the other. At the Canoe turn around the Village maintains the NORTH side, and the kiosk at the end of the walking Bridge the Village maintains the WEST side. The policy would be for the allowable items in the kiosk. The Village can list health and safety information, locations and phone numbers, along with special events like Art on the Hill, Potato Fest, Ox Roast, maps of the scenic Cuyahoga River, and other relevant information. Michele says that the Village should not advertise for businesses. The Mayor would like to be able to list the amenities in an alphabetized form, for example "Food" with the name and address. Councilman Clark interrupted and said that this is something that should go before committee, Councilman Prescott seconded it so it was sent back to Parks to review. There was a special event form from Mantua-Shalersville Youth Baseball to use the field for practice in the evenings, and they are aware they must find another place the week of the Potato Fest.

- ❖ Motion to approve the Special Event form for MSYB by Ben Prescott, 2nd by Marty Hura-**All Ayes**

Citizens:

Greg Balbierz complimented the Mayors presentation on the kiosk and they briefly discussed locks on the kiosks and who may have keys.

Financial Reports:

- There were **no negative funds** during June
 - **Cash Summary** report shows no adjustments.
 - **Revenues** totaled \$ 137,611
 - **We spent** \$122,258 in operating and payroll expenses and in addition to that, we met our semiannual debt requirements in the amount of \$217,252 in water & sewer.
 - **Revenue Status-** We are on track at 50% in most funds. If not for the transfers last month, water and sewer would be behind in projected revenues.
 - **Appropriation Status-** The Street fund only has enough for about three more months of wages at best. We might have some unappropriated funds available that we can do something with in August so we can get through the year. The Cemetery wages are now all used up and as of the first pay in July, we are now using the General Fund Cemetery wages.
 - **The water & sewer software and the income tax software programs** balanced with the UAN and bank.
 - There are no adjusting factors on the bank reconciliation.
- ❖ Motion to approve the Financial Reports made by Ben Prescott, 2nd by Paula Tubalkain-**All Ayes**

Correspondence

On July 31st at the Reed Memorial Library there will be another Local Government Fund meeting at 6:00 pm with the Portage County Budget Commission.

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

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. *3rd Reading.*

- ❖ Motion to approve by Ben Prescott, 2nd by John Clark- **All Ayes**

ORD. 2017-20 AN ORDINANCE AMENDING THE ZONING ORDINANCES OF THE VILLAGE OF MANTUA RELATING TO SUBDIVISION REGULATIONS. *3rd Reading.*

- ❖ Motion to table by Ben Prescott, 2nd by Marty Hura -**All Ayes**

ORD. 2017-21 AN ORDINANCE AMENDING THE ZONING ORDINANCES OF THE VILLAGE OF MANTUA RELATING TO SITE AND GRADING PLAN REGULATION. *3rd Reading.*

- ❖ Motion to table by Ben Prescott, 2nd by Giles Seith -**All Ayes**

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. *2nd Reading.*

Paula referred to John's statement at the previous Council meeting and suggested changing the 2nd tier of the water rates to reflect the same cubic feet numbers as the 2nd tier of sewer.

- ❖ Motion to ask Service for a recommendation to have the same 2nd tier cubic feet numbers as the 2nd tier of sewer by Paula Tubalkain, 2nd by John Clark -**All Ayes**

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. *2nd Reading*

John stated that there is currently no flat rate fee for sewer like there is for water. His recommendation from Service is to have a flat rate fee from 0-100 cubic feet at \$17.66.

- ❖ Motion to use a flat rate of \$17.66 for 0-100 cubic feet by John Clark, 2nd by Ben Prescott - **All Ayes**

2017-28 AN ORDINANCE AMENDING THE VILLAGE OF MANTUA EMPLOYEE HANDBOOK RELATING TO COSTS OF EMPLOYEE TRAINING AND DECLARING AN EMERGENCY. 1st Reading.

- ❖ Motion to send back to Safety for a recommendation by Paula Tubalkain, 2nd by Ben Prescott
-All Ayes

ORD. 2017-29 AN ORDINANCE RE-DESIGNATING AS PERMANENT TRANSFERS, CERTAIN ADVANCES PREVIOUSLY MADE FROM THE GENERAL FUND TO THE SEWER OPERATING FUND #5201. 1st Reading.

This was recommended at Finance.

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

Department Heads and Village Engineer

Police Chief Buchert:

The Chief thanked Paul for his service to the Village and said it was a pleasure to work with him. The Police Dept. received a donation from New Adventures.

- ❖ Motion to accept the donation from New Adventures Ben Prescott, 2nd by Marty Hura **-All Ayes**

There is an ad out for new dispatchers.

The Chief met with the phone company and found out that the Police Dept. voice recorder is out dated and not compatible with the new phone equipment. The new equipment is digital and they'd like to split the cost with the Fire Dept. The total cost would be between \$13,000 - \$16,500, and they have to move forward quickly.

- ❖ Motion to accept the cost of the new equipment of up to \$8,500 by Ben Prescott, 2nd by John Clark **-All Ayes**

Village Administrator:

Bruce spoke to Council about paving Mill St. which will be grinded, paved and painted along with bollards and a 2" inch overlay. The money used will come out of the road levy.

- ❖ Motion to for a purchase order not to exceed \$20,000 for material, labor and trucking to repave Mill St. by John Clark, 2nd by Bob Gaglione-**All Ayes**

The Service crew has poured 13 footers in the cemetery and have just finished seeding and strawing. Monument companies have been contacted for headstone and bench installations. There is a bad breaker in the pump station on Ambler Lane and the dehumidifier in the water plant needs to be looked at.

Bruce received a quote for corrosion analysis for work down at Buckeye Pipeline.

- ❖ Motion to approve the purchase order for Corpro for \$4,385 by John Clark, 2nd by Marty Hura-**All Ayes**

Village Engineer from C.T. Consultants:

The Mill St. project has only received one bid, so bidding has been extended until that Friday. Rich had a dispersement request for the Mayor to sign to ODNR. Due to inactivity of funds from the Federal Highway Administration they threatened to pull back funds. It is a reimbursement request and will keep the Villages account active.

Corpro has done some analyzing and there is an issue with the proximity of the Buckeye gas lines to the Village water lines. There is also an issue with the contractor that has been working on the project. They do not seem willing to finish the job and so the Village will be looking into terminating their contract.

Committees**John Clark for Service and Fire Board:**

The main focus of the Service meeting was to talk about incorporating a flat sewer rate.

The Village is currently looking for a new contractor to finish the Buckeye Pipeline project and perhaps combining that job with reinstalling the fire hydrant across from Circle K.

The Fireboard has accepted the resignation letter for Brook Stamm who is now working for the UH emergency center. They also swore in their new full time fire fighter, Derek Benner, along with 4 other part time employees.

They have recommended the approval of the purchase of a new squad, it will be a van versus a truck. The price of the unit will be \$195,048.

There were 2 air conditioning compressors that when down. The cost of repair is \$7,620.

Marty Hura for Parks and Shade Tree:

At the last Parks meeting the possibility of a future dog park was discussed. He stated that he has about 1,000 ft. of cattle fencing that he can donate to the park.

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

Planning is looking at satellite dishes, subdivision regulations and grading.

There were no BZA meetings.

The Cemetery board will be invited to the Service meeting to discuss possible changes to cemetery rules and regulations.

Ben Prescott for Portage County Regional Planning: Nothing**Paula Tubalkain for Finance:**

Paula spoke about her concern for the cemetery and location of graves suggesting that a survey is needed. The Mayor stated that the Hiram intern last year worked on documenting headstones and names, and that the Village is re-applying for new interns this year to again help with the cemetery. Paula stated that there are headstones facing in different directions and Bruce was unsure as to why that was allowed. There are many uncertainties concerning what plots are available, the locations of graves when headstones are turned the opposite way or when there is a family plot.

Giles for Safety:

Giles mentioned an idea that the Chief had to raise income tax by a ½ % to generate more income for the Village. The Chief then spoke briefly on the idea as a future possibility. Those that work in the Village would have a ½ % tax added, but if they were residents they would have

that ½ % credited so they would not be paying any more tax. He estimated it would generate roughly \$80,000 a year.

New and Other Business

Because of the Corpro analysis, CT is submitting a working authorization not to exceed \$500 to meet with Corpro.

- ❖ Motion to approve a work authorization from CT not to exceed \$500 by Ben Prescott, 2nd by Marty Hura -**All Ayes**

The Mayor stated that DMRC is inquiring about the status of the flag pole tower design from earlier this year. The Mayor asked about cost and Rich stated that he did not have anything prepared. The design would include removing the rail road ties, and adding a sidewalk around the pole along with shrubbery. Giles commented on the uniqueness of the flag pole since many have since been torn down. The Chief stated his concern for the electrical box that is currently a wooden box. It is a switching box that turns the siren on and off, but it was discussed that it needs to be replaced with a waterproof metal box since the sidewalk would attract pedestrian traffic.

Anything else that may properly come before Council

Marty asked Bruce if there was any progress on Pioneer Trail. Bruce said the residents are working on getting contractors and one of the residents, Longest, have put their house up for sale. No one has paid their tap-in fees yet, which need to be paid before construction can begin.

Adjournment

- ❖ Motion to adjourn at 8:29pm made by Ben Prescott, 2nd by Marty Hura -**All Ayes**

Mayor Linda Clark

Administrative Assistant Chelsea Gregor