

Recycle Bid Opening Meeting
July 21, 2015
6:30pm

Roll Call: Paul Janson, John Clark, Marty Hura, Bill Zoller, Giles Seith
Others: Mayor Clark, Treasurer Jenny August, Village Administrator Kate Rogers, Solicitor Michele Stuck, Assistant Clerk-Treasurer Ashlee Hawkins.
Citizens; Don Johnson from Kimble Company, Dan Pompilli from Record Courier.

Mayor Clark called the meeting to order at 6:32pm

Paul Janson opened the bid from Kimble Company. Michele said that she is going through the bid that we received from Kimble and that we have not gotten any other bids. She said that all requirements that were in the bid specifications have been met. Michele said that the rate per month is \$1.89 per resident which would be under \$24 per year and Mayor Clark said that we are paying \$27 right now. Michele said that since there are no other bids, we will close the bid opening.

Bill asked if the pickup will be the same day and Don Johnson said that the recycling pick up will be every other Friday. Mayor Clark asked Don if they will be sending out notices to all of the residents and he said that they will. He said that it takes 60 days to get the carts and he delivers each to the resident. They keep track of the bins by the serial number and the address. Don said that residents can put loose recyclables in a clear bag next to the bin or see if they can put some in a neighbors bin if they have an overage.

Mayor Clark said that the village has given notice to the county that our last day with them is September 1st and Don said that should be ok. Michele asked if we can use the county bins until theirs was available and Don said that he would rather not do that. Paul asked how long it would take to deliver all of the bins which would be around 400 and Don said that as long as weather is good, should be able to do in about 2 days.

Don said that if we can provide them with a excel spreadsheet with all of the residents addresses, they would send out notices to all of the residents telling them how to participate and they would get an invoice at that time as well. Jenny asked if this is still mandatory and if they would get a bin whether they want to recycle or not and get billed. Don said yes. Kate asked if plastics are still just 1 and 2 and Don said that 1-7 can be recycled.

Closing the bid meeting at 6:47 pm

Mayor Linda Clark

Asst. Clerk-Treasurer Ashlee Hawkins

REGULAR COUNCIL MEETING

MINUTES

July 21, 2015

7:00 p.m.

Mayor Clark called the meeting to order at 7pm, she welcomed Chief Buchert back and had him lead the Pledge of Allegiance.

Roll Call: John Clark, Marty Hura, Paul Janson, Ben Prescott, Giles Seith, and Bill Zoller

- ❖ Motion to excuse Ben Prescott made by Paul Janson, 2nd by Bill Zoller-**All Ayes**

Other Village Personnel: Mayor Linda Clark; Clerk-Treasurer, Jenny August; Village Solicitor, Michele Stuck; Village Administrator, Kate Rogers; Police Chief Harry Buchert; Assistant Clerk-Treasurer, Ashlee Hawkins; Rich Iafelice of CT Consultants

Citizens Present: Dan Pompilli of the Record Courier, Roy Peck, Joe Urso, Stacy Turner of The Villager, John Watson.

Approval of Minutes

Mayor Clark said that there is an amendment that needs to be made under citizens present. Stacy Turner works for The Villager, not the Community Journal and Bill Zoller said that that the Fire Board had gotten bids for a new truck, but they have not gotten one as of yet. One the special council meeting minutes on the 2nd page he needs to be changed to she. Paul said that Brian needs to be changed to Brian.

- ❖ Motion to amend the regular council meeting minutes made by Ben Prescott, 2nd by Marty Hura-**All Ayes**
- ❖ Motion to approve as regular council minutes as amended made by Marty Hura, 2nd by Giles Seith-**All Ayes**
- ❖ Motion to amend the special council meeting minutes made by Marty Hura, 2nd by Paul Janson-**All Ayes**
- ❖ Motion to accept the amended minutes from the June 30th special council meeting made by Paul Janson, 2nd by Bill Zoller-Marty and Giles abstained because they weren't there. Bill, Ben, John and Paul-**Ayes**

Mayor's Report

Mayor Clark said that The Art on Hill was a great success for the DMRC and the Village. She said that she wanted to thank our Service department for all of their hard work in helping getting the Village in shape. She also said that she wants to thank the Interim Chief Urso and Officer Sandy Prokop, Joe for handling the security and the route for the biker's and Sandy for being so helpful at the Festival. Mayor Clark said that we have received several compliments for both Joe and Sandy and that she wanted to thank everyone for their hard work.

Mayor Clark said that she wants to give special thanks to Norm Ericson, Frank Sr. and Frank Jr. Horack, Bill and Barky Zoller, for their continued work on the flag pole. She said for Norm, who donated the light fixtures, Frank and Frank for doing the electric work and Bill and Barky for their welding and labor. Mayor Clark asked for a motion to except the unknown amount of donations from all of them.

- ❖ Motion to accept donations made by Paul Janson, 2nd by Marty Hura-**All Ayes**

Mayor Clark said that she wants to remind everyone about the 2nd annual Health Fair and Community Picnic on Aug 15, 2015 from noon to 4 p.m. down at the park sponsored by the Lions Club. She said that University Hospital will be there doing blood pressures, cholesterol test, blood sugar test, etc. Area merchants and vendors will also be there. The Lion Food trailer will be there serving free food and there will be games, music and prizes.

Mayor Clark said that The Kenny Evans Foundation has contacted us and they want to donate an AED for the Village Park. She said that Kenny had a heart attack while umpiring a baseball game and while they tried CPR, if there had been an AED there, it probably would have saved

his life. Mayor Clark said that since then, they have been having a golf outing and they are donating AED's to different areas and they called us and they would like to donate one to the Village to go down at the park. She said that she spoke with Marty and he agreed that this is acceptable and that she also spoke with the fire department and they are also agreeable as long as it will work with their equipment which it does. Mayor Clark said that she and John Clark will attend the golf outing to accept the AED on August 02, 2015. She asked for a motion to accept this donation, it is approximately \$1,000.00 to \$1500.00.

❖ Motion to accept AED donation made by John Clark, 2nd by Marty Hura –All Ayes

Paul asked if there is a location yet for it and Mayor Clark said that the foundation would like it to be on the back stop and would need to make sure it's where it can be seen with our cameras. Mayor Clark said that we will probably bring it in during the winter when there are no games but figured it would go on the south side of the park.

Mayor Clark said that the Round 29 OPWC grant funds became available this month so we will be starting the upgrades at the water and wastewater treatment plants. Brian from CT, Dave and Kate met and have gone over the list of things to be done 3 weeks ago, and she said that we should be moving forward on this project very soon. She said that she spoke to Brian Rogers from C. T. before the meeting and he said that the company who is doing the green sand is scheduled for about 5 weeks out and he has started to order the valves that are needed.

Mayor Clark said that Council held a special meeting to review the road levy schedule since there had been a misunderstanding of the type of paving we were going to be doing. That has been handled and she said that Council decided which streets would be done and that we will be doing base and patch repairs too this year. We submitted them to CT and they have sent out notices for bids on this.

On June 3, 2015, Ohio Attorney General Mike DeWine announced an \$11.5 million settlement with Morton Salt Inc. and Cargill Inc. and we are going to be submitting through ODOT to get money back that we overpaid from 2008-2011.

Citizens

Dan Pompilli said that he is going to be working at the Kent Beat and someone named Andrew will be taking over for him covering the Village. He said that he won't be here that often but will be helping with the transition for whoever ends up taking over.

Financial Reports

Jenny said that she attended the Ohio Municipal League tax reform seminar July 9th and 10th. She said that she had learned that we are likely to see a loss of income tax revenues. Small businesses that meet a certain threshold for gross receipts do not have to withhold tax from their employees, and contractors working in the village less than 20 days also do not withhold taxes from employees. Jenny said that she can't give a dollar amount yet, but she can guess at a loss of about \$25,000 per year. She said that there are other procedural changes that she wants to learn more about before passing on. Jenny said that Michele was there also, and will be writing a new tax ordinance for us and that we must keep the old tax ordinance open for a period of time, so it might get tricky.

Jenny said to summarize the June financial report which all of council should have, all funds are remaining steadily in the black.

- We received \$122,729 in revenues.
- We spent \$114,879 in operating and payroll expenses, plus we made the semiannual debt payment of \$217,252 to OWDA.
- Revenue Status- overall, we are on track
- Appropriation Status- also on track
- The water & sewer and the tax software programs balanced with the UAN and bank.
- There were no adjustments needed on the bank statement.

❖ Motion to accept the financial report made by Paul Janson, 2nd by Bill Zoller-All Ayes

CORRESPONDENCE:

Jenny said that as the Mayor mentioned in her report, we received a letter from the Ohio Attorney General's Office and that there is an anti-trust litigation settlement against Morton Salt and Cargill. She said that since we purchased road salt from Cargill in the period of July 1, 2008

through June 30, 2011, we are entitled to a part of the settlement. She submitted all of the necessary information to the Attorney General's website.

We received a letter from the Portage County Treasurer, Brad Cromes. There is a new program that most everyone may have read about in the paper. It is the Portage County Home Improvement program. There is a million dollars available- first come first served. Homeowners can borrow money at 3% below what banks are offering for interest for the first five years of the loan term for home improvements such as building a deck and septic upgrades. These loans are subject to bank approval.

The Ohio Department of Commerce said all Liquor Permits will expire on October 1, 2015. If Council objects to any of the current permit holders having their permits, objections must be passed by Resolution that specifies the problems at the liquor permit premises and the legal grounds for objections as set forth in ORC Section 4303.292(a). That would grant a hearing.

Lastly, we received a letter from the State Auditor's office, division of Audit Excellence. They accepted our audit as presented and will not be making any changes. We should be getting our final bill of \$2,400.00 any day now.

Bills of Resolution, Addendum Bills of Resolution

Mayor Clark said that line one for wages on the bills of resolution is not correct and the correct amount is on the addendum. Jenny said that the amount on the bills of resolution is only for one pay and that the amount for Assurant under police needs to be changed to \$37.50. Jenny said the new total on page one is \$6305.85 and the new total on page two is \$16300.19

- ❖ Motion to make the adjustments to the bills of resolution and the addendum made by Marty Hura, 2nd by Paul Janson-**All Ayes**
- ❖ Motion to approve the amended Bills of Resolution and Addendum Bills of Resolution was made by Ben Prescott, 2nd by Marty Hura-**All Ayes**

Legislation

ORD. 2015-22 AN ORDINANCE VACATING A PORTION OF SECOND STREET IN THE VILLAGE OF MANTUA, OHIO. *2nd Reading.*

John said that the general consensus at the Planning committee is to do what the residents requested and not vacate. Paul said that he would recommend that it's tabled and Michele said that won't get rid of it forever but they can suspend the rules and vote no which will make it go away. Mayor Clark said that they thought that there needed to be a hearing first and Michele said that only needed to be done if Council was going to vacate it. Bill said that there was some discussion about possibly making it a one way street and Paul said that would be a separate issue.

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

ORD. 2015-25 AN ORDINANCE AUTHORIZING THE MAYOR TO EXECUTE EASEMENTS RELATING TO THE HIGH STREET BRIDGE PROJECT, AND DECLARING AN EMERGENCY. *1st Reading.*

- ❖ Motion to suspend the rules made by Bill Zoller, 2nd by Marty Hura-**All Ayes**
- ❖ Motion to approve made by John Clark, 2nd by Paul Janson-**All ayes**

ORD. 2015-26 AN ORDINANCE AUTHORIZING CERTAIN ADJUSTMENTS TO THE 2015 APPROPRIATIONS AND DECLARING AN EMERGENCY. *1st Reading.*

Jenny said that these are all related to projects that the Service department is planning on doing this summer. Jenny said that the funds are available, just not appropriated. Jenny said that if approved tonight, Kate then can do purchase orders and start getting the projects done. Mayor Clark said that it would be repairing the salt shed and repairing storm sewers on Woodford St. and Prospect St.

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

ORD. 2015-27 AN ORDINANCE AUTHORIZING A TRANSFER FROM THE GENERAL FUND #1000 TO THE SEWER OPERATING FUND #5201 AND DECLARING AN EMERGENCY. *1st Reading.*

Mayor Clark said that this is so we can make our semiannual debt payment.

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

Mayor Clark said that before they move forward, she would like to ask Service and Finance to consider readdressing our water and sewer rates so we don't have to make these kinds of transfers in the future.

ORD. 2015-28 AN ORDINANCE FINDING THE BID OF KIMBLE RECYCLING AND DISPOSAL FOR THE EXCLUSIVE PROVISION OF RESIDENTIAL CURBSIDE RECYCLING SERVICES WITHIN THE VILLAGE, TO BE THE LOWEST AND BEST BID SUBMITTED, AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACTUAL AGREEMENT WITH SAID BIDDER, AND DECLARING AN EMERGENCY. 1st Reading.

Michele said that we had a public bid opening tonight at 6:30 and were received one bid from Kimble Recycling and Disposal and their bid was \$1.89 per residence per month. She said that she reviewed their packet and there were no errors so if council wants to, someone can make a motion to amend ordinance 2015-28 to put the name of Kimble Recycling and Disposal into the 3 blanks on the first page. Bill asked if its \$1.89 per resident and Michele it would be per household. They will bill us for the remaining 4 months of this year and then the next bill will be for all of next year. Mayor Clark said that if there is an apartment complex, it would be \$1.89 per unit. Chief Buchert asked what the current rate is now and he was told \$27 per year, Jenny said that it's about a \$5 savings. Michele said that the county's last pick up day is approximately the 21st of August.

- ❖ Motion to amend to add Kimble to the ordinance made by Paul Janson, 2nd by Marty Hura-**All Ayes**
- ❖ Motion to suspend the rules made by John Clark, 2nd by Marty Hura-**All Ayes**
- ❖ Motion to approve made by Marty Hura, 2nd by Paul Janson-**All Ayes**

Department Heads and Village Engineer

Chief of Police Harry Buchert

Chief said that he would like to thank Interim Police Chief Joe Urso for everything that he did for the department. He said that they have contracts for security for the festival and the Potato Stomp. He said that they have received a donation of \$100 for the K-9 program from the Women's Auxiliary of Mantua.

- ❖ Motion to accept the donation made by John Clark, 2nd by Paul Janson-**All Ayes**

Village Administrator – Kate Rogers

Kate said that she would like to ask for a purchase order for John Miller Construction for \$5000 to repair the salt shed. She said that we need to make the repairs so we can safely get the salt in and out this winter.

- ❖ Motion to approve purchase order made by Bill Zoller, 2nd by Marty Hura-**All Ayes**

Kate said that drainage is their next big are of focus. She said that Woodford St. is a project that they agreed at Service to have a contractor come in and do because it's a bigger job than she would like the Service department to tackle. She said that she would need a purchase order for \$28,300 to Perrin Asphalt. She said that they were the lowest bid out of the four received.

- ❖ Motion to approve purchase order made by John Clark, 2nd by Marty Hura-**All Ayes**

Kate said that the service department will also be working on drainage projects on Prospect St. She said that they will be working on the north side right away so they can do some patch work on it this year and then will work on the south side as soon as money and time allows.

Kate said that the bike and brainstorm event went well and she was glad that she participated but she heard a lot of things about our biking that could be improved. She said that there were 4 people from AMATS and 2 from Portage Parks and they both have grant work available for biking, hiking and walking.

Village Engineer from C.T. Consultants

Rich said that we have applied for a grant from ODNR for the connector piece of the trails. He said that the last few weeks they have been focusing on the water and waste water treatment plant. He said that they have been stretching the dollars as far as they can to try and include some additional services. Rich said that they installed digital pressure readers and they did that so they can get very accurate readings of the pressure fluctuations that are happing, particularly the northeast quadrant and that he has been making a regular report to the EPA. Rich said that it did

indicate that it did not drop below 20 lbs./sq. inch which is what the alarm level is at this location, though it does still indicate that there is an issue that needs to be addressed. He also mentioned that they are working with Kate to locate the lines at the booster station. Rich said that Kate found a report from 2004 that had the inspection of the tank and that it said that the tank had 10 years of usable life left so it needs to be looked at again. He said that the tank needs to be dewatered so it can be looked at. He said that they are trying to coordinate with the schools as to when a good time would be to dewater the tank.

Mayor Clark asked if this can be done before school starts on August 16th. Rich said that they are aware of the date but is not sure if it is able to be done before then. Mayor Clark said that there is some fluctuation with when it can be done since there are teacher waiver days. She said that would be best instead of asking them to shut down because of no water. Rich said it all depends on if they can figure out the valves. Rich said that it shouldn't take more than a morning to inspect the tank once it's drained.

Committees

John Clark for Service

John said that it has been mentioned earlier in the meeting about going back to Finance and Service about possibly increasing the water and sewer rates. He said that we might want to get a professional to do a rate study to tell us what we need to do so we don't have to keep doing the transfer. John said that Kate talked about Mantaline going to a recycle program and we could lose \$10,000 per month in water revenue starting next year. Bill Zoller said that this shows that we should not be in the water and waste water business and this stuff is going to continue costing us money time after time and John said that he agrees, but Council needs to go with the mindset that they will be doing the water and sewer going forward. He said that Council has waited to the last minute on issues in the past and we should not do that going forward. Rich said that they have done a study like this before. Mayor Clark said that we are on a schedule that was set up that every two years the rates increase but she does not think that it's enough.

Marty Hura for Parks and Shade Tree

Marty said that he would like Kate to show up to the parks meeting tomorrow if she is able to because there are some things that he would like to talk to her about.

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

Mayor Clark said that she has a letter from the courts that says that we were denied for the mini excavator. Nothing for Board of Zoning Appeals. Mayor Clark said that Planning would like Council to advise them on what they would like them to work on in the zoning book. She said that they are waiting for the subdivision regulations which should be done in the next month or so. She said that they were going to be working with signage that they have had since last fall but the general consensus in Planning is that they don't want to submit anything to Council unless Council wants them to be working on it because it just gets sent back to them. Planning has a recommendation on a zoning map that they will be sending to Council once all the paperwork is done. Mayor Clark said that they are going to be combining two maps, they are going to make sure it has the commercial property at the corner of Canada Rd. and St. Rt. 44, and the peninsula on the river that is cut off at an angle, it's going to include the entire peninsula and it will all be village center.

Ben Prescott for Finance and Portage County Regional Planning

Not here tonight

Bill Zoller for Fire Board

Bill said that they are still working on the bids for a new truck and they tentatively already accepted a bid on a truck but it won't be delivered until the fall.

Giles Seith for Safety

He said that he would like to thank Chief Buchert and Joe Urso for everything that was done while Joe was Interim Police Chief.

New or Other Business

Mayor Clark said that at the last Council meeting council had given Kate permission to hire someone to help her for Service and they changed the pay scale ordinance. She said that they had changed the Administrative Services Officer position to a part time position and made it \$9-

\$13/hour but that won't include what Kate wants for the person she hires. She said that Council has authorized Kate to hire someone part time to learn the billing and to do what Kate needs, but they don't have a position created. Mayor Clark asked Council that under the Service department number B. that they add a line that says Village Administrator part time assistant. Michele said that Council can verbally authorized Kate to hire someone and when the legislation is done, it will be done retroactivity. Bill asked how this pay scale relates to the present part time help in the service department. Kate said that it is lower, and Jenny said that it would be the same as the pay scale for the administrative help in her office. Bill asked what the pay scale is for the Service department and Mayor Clark told him they start from \$10-\$17/hour.

- ❖ Motion for legislation to establish the position of part time Service Department Assistant made by John Clark, 2nd by Marty Hura-**All Ayes**
- ❖ Motion for Kate to hire a part time person made by Marty Hura, 2nd by John Clark-**Bill Zoller voted no, rest were ayes**

Joe Urso said that he would like to thank everyone who gave him support and guidance while he was interim police chief.

Executive Session

- ❖ Motion to go into executive session for imminent litigation, investigation of a complaint against an employee and pending litigation made by John Clark, 2nd by Marty Hura-**All Ayes**
- ❖ Motion to come out of executive session made by Marty Hura, 2nd by Bill Zoller-**All Ayes**
 - ❖ Motion for Michele to write a letter to Eastman and Smith rejecting Mr. Greens proposal and suggesting that he consult with his other neighbors on Pioneer Trail about their line going in made by Marty Hura, 2nd by Paul Janson-**All Ayes**

Mayor Clark said that she is going to talk to the Zoning Inspector about the pending litigation and since it has been ½ resolved, going to see it can be dropped in court. She also said that she and Paul will set up an appointment about the complaint of the employee.

Chief Buchert said that what they think might work for the AED is that its kept at the police department and when the teams come in, they come and sign it out and then bring it back at the end of the game, this way there is some control over it. Mayor Clark said that it's a good suggestion and Paul said that it makes sense. Chief said that putting an expensive piece of equipment down at the park is just asking for it to be stolen. Bill asked if it could be put in the lodge and Chief said that he would not mind if it was there. Marty said that it's something that we will talk about at Parks tomorrow. Kate said that if it's in the lodge, people will start using the facilities when they are not supposed to. Chief said that it might be worth looking at other cities that have gotten these to see how they have done it. Mayor Clark said that it was her niece who contacted us and that she will reach back out to her and get more specifics.

Adjournment

Motion to adjourn made by Marty Hura, 2nd by John Clark-**All Ayes**

Mayor Linda Clark

Assistant Clerk-Treasurer Ashlee Hawkins