

**REGULAR COUNCIL MEETING**  
**MINUTES**  
**August 16<sup>th</sup>, 2016**  
**7:00 p.m.**

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

**Roll Call:** John Clark, Marty Hura, Giles Seith, Paul Janson and Paula Tubalkain

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

**Citizens Present:** Tammy Meyer, Bob Gaglione, Ella Werchelsky, Jen Sobczak, Bob Ress, Edie Benner, Matt Merchant of the Record Courier

**Approval of Minutes:**

- ❖ Motion to accept the minutes from the regular July 19<sup>th</sup> Council meeting made by Marty Hura, 2<sup>nd</sup> by Paul Janson-**All Ayes**
- ❖ Motion to excuse Ben Prescott by Paul Janson, 2<sup>nd</sup> Giles Seith-**All Ayes**

**Mayor's Report:**

The Mayor welcomed Bruce Rininger to the Village as the new Village Administrator. Bruce and Dave have been busy going over a list of projects and putting them in order of priority. The Pre-con meeting for the round 30 OPWC grant for High St., is Thursday August 18<sup>th</sup> at 1:30. The Mayor attended the FEMA meeting on July 27<sup>th</sup>- and discussed the mapping project updates. Rich and the Mayor also attended the OPWC meeting for round 31 and had submitted a pre-app for West Prospect to pave from W High to Elm and repair and replace any storm sewer lines that needed done. The grant was for a total of \$530,000.00 including a \$55K local match. The Village did not receive the grant. The Mayor would like to check small government funding to see if the Village is eligible for that. The application will be forwarded to see if we can get small government funding.

- ❖ Motion to apply for small government funding by Paul Janson, 2<sup>nd</sup> by Marty Hura

CT has started the surveying for the Mill St Connector trails RTP grant. The Village still has to acquire an easement from the Snider's and the property appraisal value of the in kind funds for the \$25K from the property owners. The Mayor wanted to clarify a question that has come about. That is- the grant is for the trail extension from the walking bridge over the river south to Mill Street. The question that came up was that somehow someone thought that it included going NORTH and included upgrading the parking area over to Mantaline, it did not. That was part of the grant from 2012 that never got submitted after the Village rushed to do it, because the property owners refused an easement.

The Mayor received an email from Mr. Hammond's, on the McDonald's connector ramp. He has several questions that need to be addressed before August 31, 2016 and the Mayor has forwarded the questions to Regional Planning as they wrote the grant.

Michele, Marty and Mayor Clark met with Senator Eklund, regarding funding for various possible projects (jobs and commerce grant for E. Prospect, Matt's Rd Bridge from the Ohio Bridge partnership program and the First St parking project through the Capital Budget biannual funding due in 2018).

The Mayor spoke with Dave Toth, Superintendent of CHS about the possible water line easement, if and when the Village will ever apply for the N.E. Quadrant project again. He has asked for more information on why the school wouldn't give it to us before. The Mayor has replied and has asked to be put on the School Boards agenda for October.

The Mayor had a meeting with Tommie Jo Marsilio and she wants to know if she can come and speak to our employees about "Legal Shield". It is a plan for preventive law, estate planning, lawsuits, IRS matters ID theft, etc."

The Village received the Potato Stomp special event form, but does not have their insurance.

- ❖ Motion to approve the special event form for the Potato Stomp by John Clark, 2<sup>nd</sup> by Paul Janson

In May the Mayor brought before Council an idea that had been brought about by her church group. Start Talking-Portage. Since last Council meeting the group comprised of, Mantua, Hiram, Shalersville Township Trustees, Hiram Village, MSFD and Hiram FD, Crestwood Schools, as well as Christ Lutheran, Hilltop, Portage Faith, Hiram CC, Mantua Center, Crossroads, St. Joseph, LDS, Mental Health & Recovery Board, P.C. Health Dept., Town Hall 2 and Greg Balbierz and Edie Benner and the Mayor have become partners. The mission statement is "**community partners working to end drug abuse in Portage County by assisting those affected and all the community members with the knowledge and resources available to help**". The partners are holding 3 seminars Aug 31<sup>st</sup> at Crestwood intermediate school, Bowen Rd at 6:30 p.m., Sat. Sept. 24<sup>th</sup>, at Hiram's' Rosser Bldg. from 10 to noon and Sat Oct 22<sup>nd</sup>, 2016 from 10 to noon at Shalersville Town Hall. Attendees will receive a pizza coupon of their choice from Italian Garden, Italiano's or Domino's in Ravenna. The Mayor wanted to ask Council if they would like to become a partner along with the other government entities in the CHS district.

- ❖ Motion to join hands with Community partners by John Clark, 2<sup>nd</sup> Marty Hura-All Ayes

### **Citizens:**

**Bob Gaglione-** Bob noticed that fire hydrants were painted and they look good. Some of the stop signs in the Village were also replaced that needed it and they look good.

**Ella Werchelsky-** Ella who lives on the corner of Prospect and High stated that the drainage needed to be fixed in front of her house and that when it rains water runs down her drive and into her garage. The Mayor said that the Village will take care of it.

**Tammy Meyer-**Tammy spoke with local business owners about the parking off of First St. and had gotten a letter of intent with either verbal or signatures to improve the parking lot. Their plan is to donate the property to the Village so that the Village can get a grant to improve the parking lot.

### **Financial Reports**

Jenny first wanted to welcome Bruce to the village and wish him the best. He has a great team and will get a lot of stuff accomplished.

Jenny also wanted to mention that in all of the years she has lived in Mantua, she has never seen our Main Street flower baskets look this nice for this long. Dave has done a great job as interim village administrator.

The Village received an invoice from Butch's Welding in the amount of \$828 for drilling and supplying a pole for the Prospect St. signs, and for fabricating and installing the sign bracket. Across the invoice was written "No Charge". Jenny thinks this would be treated as a donation, and would someone like to move to accept this donation valued at \$828?

❖ Motion to accept the donation from Butch by Giles Seith, 2<sup>nd</sup> by Paul Janson- **All Ayes**

Lastly, Jenny will be going on vacation to Myrtle Beach in about 16 days and 14 hours. She will be off Friday Sept. 2 and the following week, returning September 12. She will be checking her email daily, and can be reached by cell phone in the event of an emergency.

Here is the financial summary for the month of July.

- There were no negative funds in July.
- We received **\$154,564** in revenues. Quarterly income tax, and license tax were larger than normal amounts.
- We spent **\$68,225** in operating expenses. Of this amount, the larger payments were CT Consultants, H. Luli, (storm sewer repair by the mini park), Abner Hershberger (park lodge siding), and Coljohn Masonry (tuck pointing hall). Payroll expenses were **\$58,415**.
- Revenue Status- On track or exceeding in most funds.
- Appropriation Status- we should be at 58% at the end of July, and we are there or below in almost every fund. I have started putting together a draft of the 2017 appropriations for Harry and Bruce to start working on with the Mayor, and I am hoping we can have a first reading in September.
- The water & sewer and the tax software programs balanced with the UAN and bank.
- There were no adjusting factors on the bank reconciliation for June.

❖ Motion to approve the Financial Reports made by Marty Hura, 2<sup>nd</sup> by John Clark-**All Ayes**

### **Correspondence:**

Linda and Jenny had a conference call with Scott Rafferty who is our energy consultant. Our natural gas contract is expiring soon, so Scott researched the current rates and we will be switching from Constellation Energy to IGS with a price of \$3.49 per MCF, a savings of around .90 cents per MCF for a two year contract period.

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

❖ Motion to accept the Bills of Resolution and Addendum Bills of Resolution made by Paul Janson, 2<sup>nd</sup> by John Clark-**All Ayes**

### **Legislation:**

**RES. 2016-20 (amended)** A RESOLUTION AUTHORIZING THE MAYOR AND CLERK OF THE VILLAGE OF MANTUA TO ENTER INTO AN AGREEMENT FOR THE PROVISION OF DISPATCHING SERVICES TO THE MANTUA-SHALERSVILLE JOINT FIRE DISTRICT, AND DECLARING AN EMERGENCY. *Tabled on 3rd Reading. Remains tabled.*

**ORD. 2016-39** (*amended*) AN ORDINANCE AUTHORIZING THE MAYOR AND THE CLERK-TREASURER TO ADVERTISE FOR BIDS FOR RESIDENTIAL CURBSIDE RUBBISH AND RECYCLING SERVICES WITHIN THE VILLAGE. *2<sup>nd</sup> Reading*

Amended that they can start picking up rubbish and recycling at 7am and end at 7pm. Council decided to have a 5 year contract instead of 10 year contract. Kimble can collect any delinquent accounts.

- ❖ Motion to suspend the rules made by John Clark, *2<sup>nd</sup>* by Marty Hura-**All Ayes**
- ❖ Motion to approve by John Clark, *2<sup>nd</sup>* by Marty Hura-**All Ayes**

**RES. 2016-41** A RESOLUTION RENUMBERING THE HEADWATERS TRAIL- MILL ST. CONNECTOR FUND 4908 CREATED BY RESOLUTION 2016-35 FOR THE ACCOUNTING OF FUNDS RECEIVED AS A RESULT OF THE CLEAN OHIO GRANT FUND, AND DECLARING AN EMERGENCY. *1<sup>st</sup> Reading.*

This is so Jenny can use the fund numbers recommended by the Uniform Accounting Network.

- ❖ Motion to suspend the rules made by John Clark, *2<sup>nd</sup>* by Paul Janson-**All Ayes**
- ❖ Motion to approve by John Clark, *2<sup>nd</sup>* by Paul Janson-**All Ayes**

**ORD. 2016-42** AN ORDINANCE ESTABLISHING THE POSITION OF FULL TIME ADMINISTRATIVE ASSISTANT TO THE VILLAGE ADMINISTRATOR AND DECLARING AN EMERGENCY. *1<sup>st</sup> Reading.*

Paula had a question about who makes the park calendar and if it is the same person that checks the Lodge. Marty, Chelsea and Jenny take turns checking the Lodge.

- ❖ Motion to suspend the rules made by Paul Janson, *2<sup>nd</sup>* by Giles Seith-**All Ayes**
- ❖ Motion to approve by Paula Tubalkain, *2<sup>nd</sup>* by Marty Hura-**All Ayes**

**ORD. 2016-43** AN ORDINANCE ESTABLISHING PAY SCALES AND POSITIONS OF FULL AND PART TIME EMPLOYEES OF THE VILLAGE OF MANTUA, REPEALING PRIOR INCONSISTENT ORDINANCES, AND DECLARING AN EMERGENCY. *1<sup>st</sup> Reading.*

This is to approve the wage from between \$10-\$14

- ❖ Motion to suspend the rules made by Marty Hura, *2<sup>nd</sup>* by Ben Prescott-**All Ayes**
- ❖ Motion to approve by Marty Hura, *2<sup>nd</sup>* by Paul Janson-**All Ayes**

### **Executive Session**

- ❖ Motion to go into executive session at 7:48pm for pending litigation by Marty Hura, *2<sup>nd</sup>* by John Clark
- ❖ Motion to resume Council meeting at 8:07pm by Marty Hura, *2<sup>nd</sup>* by Giles Seith

**ORD. 2016-44** AN ORDINANCE AUTHORIZING THE SETTLEMENT OF PORTAGE COUNTY COURT OF COMMON PLEAS CASE NUMBER 2015-CV-739, CAPTIONED DAVID M. GREEN VS. PORTAGE COUNTY BOARD OF COMMISSIONERS ET AL., AND DECLARING AN EMERGENCY. *1<sup>st</sup> Reading.*

- ❖ Motion to amend Exhibit A to include no off set for increasing flow though county meter and to include flush line with adequate water to clear all sewage from line in abandoned by Paul Janson, 2<sup>nd</sup> by Marty Hura-**All Ayes**
- ❖ Motion to suspend the rules made by John Clark, 2<sup>nd</sup> by Paul Janson-**All Ayes**
- ❖ Motion to approve by Marty Hura, 2<sup>nd</sup> by Paula Tubalkain-**All Ayes**

**RES. 2016-45** A RESOLUTION RESCINDING RESOLUTION 2016-13 AND AUTHORIZING THE MAYOR OF THE VILLAGE OF MANTUA TO APPLY FOR AN OHIO DEPARTMENT OF NATURAL RESOURCES RECREATIONAL TRAILS PROGRAM GRANT AND OBLIGATING DONATED FUNDS TO COMPLETE THE PROJECT, AND DECLARING AN EMERGENCY.

*1<sup>st</sup> Reading.*

Mr. Hammonds from ODNR says that the Village needs to declare that the Village was obligating the, up to, \$40,000 to the Portage parks was going to commit and the \$25,000 that the DMRC was going to commit to the project.

- ❖ Motion to suspend the rules made by John Clark, 2<sup>nd</sup> by Marty Hura-**All Ayes**
- ❖ Motion to approve by Marty Hura, 2<sup>nd</sup> by Paula Tubalkain-**All Ayes**

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

**Chief of Police Harry Buchert-** Chief welcomed Bruce to the Village.

On August 31<sup>st</sup> there is a ride for Trish and Scott Snyder to escort them out of town and to celebrate their venture to deliver 19 patriotic horses.

School has started so remember the 20 mph speed limit.

The Village has started to dispatch for Garrettsville, there have been some bumps in the road but have been working through them.

Letters have been sent out discontinuing alarm monitoring services starting December 1<sup>st</sup>.

Next Safety Meeting is September 7<sup>th</sup>.

### **Village Administrator:**

The work at the reservoir is finally complete. Thoma was down at the Water plant and is just about done with the computer work and the Hi service pumps and the wells.

The guys are working on the storm sewer on Woodford St.

The windows for wwtp have been ordered should be put in a next few weeks.

We have been having some problems with the chlorine gas distribution system. We would like to go to hypo instead of gas, as long as the proposal meets approval of the S.D. and CT.

Service Committee discussed the area of Main and Prospect. The Mayor contacted 3 companies for estimates and have only heard back from 2 as far. One estimate was for \$22,225.00 the other was for \$24,696.00. The Mayor has a call out to ODOT to see if there is any help there but they have not gotten back to me yet.

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

Rich Iafelice reviewed the projects that are going on in the village. Preconstruction meeting is this Thursday. Ted Daramer is overseeing the High St. paving project. Waterline first, then the roadway. There was a meeting on August 5 regarding the masterplan to redesign the park. An alternate design is being worked on. Next meeting in September. A Crestwood High School field survey was done

during the Mill St. Connector work. They can work on easements when it is time. He is willing to go to a school Board meeting with the Mayor. OPWC Round 31 was denied, so we are going to try putting it through a small government grant. The Village's Water Treatment Plant Operator is having concerns with the chlorine gas used at the plant. He wants the village to consider converting to sodium hyper chloride, which is a higher cost but safer. The proposal to the Mayor is incomplete. An Engineer should prepare the plans. The executed agreement from the ODNR is here. Lastly, the utility study should be complete by October.

## **Committees**

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

Nothing for Service

Fireboard attended the community days at the high school and will attend Safety Town on Sunday anticipating about 130 kids.

September 3<sup>rd</sup> is airport days. It is reported that as on August 8<sup>th</sup> they are 75 runs ahead of last year. Still working on the dispatch contract.

John will not be here for the Fireboard meeting on the 12<sup>th</sup> or the Finance meeting on the 14<sup>th</sup>.

**Marty Hura for Parks and Shade Tree:** Nothing for either

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

**Planning:** We did a site plan review for the school and approved a pole building. Signage is on hold and Sub-divisions is on hold. There are some zoning that needs addressed by Jason who has retired from OPERS. Now that Bruce is here, after vacation we have some things that need addressed.

**Cemetery:** Nothing to report

**BZA:** Nothing to report

**Ben Prescott for Portage County Regional Planning:** Ben was absent, so the Mayor gave a report. She and John attended a regional planning meeting about a LGIP grant instead of the LGIF grant. They want to have a comprehensive master plan for all of the trail and parks in the Portage County area. The next meeting is September 23<sup>rd</sup>.

**Paula Tubalkain for Finance:** Paula said the Finance Committee met with Clark Magdavich about his interest in joining the Tax Board of Review and made it clear that the board has not met in 8 years. He said he is still interested. Lynn Stamm is also interested and Karen and Roy will talk to Lynn before making a decision of who the final member of the Tax Board will be on September 6<sup>th</sup> at the Finance meeting.

Road salt and sludge removal are two critical funds that need to be funded.

The Finance meeting will be changed to Monday, September 19<sup>th</sup>, due to lack of quorum.

**Giles for Safety:** Safety is doing well and a reminder for officers to be careful out there. Giles will not be at the October Council or Shade Tree meeting.

**Terri Vechery for the Historic Landmark Commission:** Not in attendance

**New and Other Business**

The Mayor and Bruce are going to a AMAT Meeting October 7<sup>th</sup> which is \$50 a person.  
Motion to approve by Marty Hura, 2<sup>nd</sup> by Paul Janson. All ayes on vote.

BZA is still looking for a member

Motion to put an ad in the paper by John Clark, 2<sup>nd</sup> by Paula Tubalkain. All ayes on vote.

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

Michele Stuck is going on Vacation August 19<sup>th</sup> to August 26<sup>th</sup>.

**Adjournment**

❖ Motion to adjourn at 9:00pm made by Marty Hura, 2<sup>nd</sup> by Giles Seith-All Ayes

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Mayor Linda Clark

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Administrative Assistant Chelsea Gregor