

REGULAR COUNCIL MEETING
MINUTES
August 18th, 2020
6:30 PM

Mayor Clark called the meeting to order at 6:30 pm

Roll Call: Scott Weaver, Ben Prescott, Marty Hura, Paula Tubalkain, and Matt Rosolowski.

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

Moment of Silence: A moment of silence was held for Connie Nuns.

Citizens Present: Tammy Meyer, Wes Hawkins

Interviews of applicants for the vacant Council seat:

Mayor Clark introduced Tammy Meyer and Wes Hawkins, both applicants for the vacant Council position. Council was asked if they had any questions for the applicants.

Paula Tubalkain went first. She said that in their letters of interest, both indicated that they wanted to be a part of the future, and retaining the past while keeping the small town atmosphere. Paula asked them what should/could we do. Tammy said we need to attract young families. Wes said we need to preserve the historic nature of downtown, looking at site plans and new construction to make sure we have hands on control to help businesses understand our code. Also, we need to work on signage.

Ben Prescott asked both applicants what their opinion is of what a Council person should do. Tammy said Council should listen to their constituents and other Council members on what affects everyone. Wes said he has been serving the village for 18 years and he has an in depth understanding. As a previous Council member, he met with citizens and listened to concerns. Also, having an open dialog with committee members is important.

Scott Weaver asked the applicants what would be the first thing they would want to tackle. He asked if they see something Council currently lacks that they could help us with. Tammy said she would like to see Council more accessible, out in the community more. Wes would like to see Mantua getting back to Tree City USA. Our sidewalks are terrible as are the village aesthetics. He would like to get the word out more about Mantua.

Matt had a few questions.

- First he asked what the applicant's favorite thing about Mantua is. Wes said it is the citizens and the community. Tammy said she has lived in many different places, but 20 years ago they chose Mantua because of the people.
- He asked the applicants what is their least favorite thing about Mantua. Tammy said the empty stores. Wes said the missed opportunities and the aesthetics. We need to give people a reason to stop.
- Then Matt asked the applicants what is their personal motivation to be on Council. Wes said he has done it before and he can make an impact in progression. He wants to be a

deciding factor. Tammy said she ran for Council previously. She became involved with the band and other things, and now it is time to serve her community.

- Matt asked Wes why he stopped being a Council member. Wes said he served during college, and then he wanted to get his career and family going. Now he is ready to revisit being a Council member.

Matt told Council that he thinks both candidates have strong financial back grounds.

Marty said all of his questions have been answered and he has nothing further.

Paula asked both candidates what they think Council and this administration can do to attract more businesses. Wes said we need to make it a place people want to stop as they are driving through town. We need to make Mantua a destination town. We need to work with the businesses and make smooth processes. Tammy agrees with what Wes said but she would also like to involve the business owners, like a “buddy system”.

Paula asked if they could change one thing, what would it be? Tammy said the infrastructure. We need to have better knowledge of our infrastructure (shutoffs, etc). Wes said the water and wastewater infrastructure is a concern. He is also concerned with the number of rentals. As property values increase, we need to look at a few less rentals. He would like to look at revenues and do a deep dive at the budgetary process and appropriations.

- ❖ Paula moved to go into executive session for appointment of personnel at 6:56 pm, with a second by Scott Weaver. All ayes on vote.
- ❖ Ben Prescott moved to come out of executive session at 7:06 with a second by Paula Tubalkain. All ayes on vote.

At this time, roll was called and each Council member cast their vote. Ben voted for Tammy. Scott voted for Wes. Paula voted for Tammy. Matt voted for Tammy. Marty voted for Tammy. Michele Stuck swore Tammy Meyer in as our newly appointed member of Council to fill the remainder of Dave Sluka’s term ending Dec. 31, 2021.

Next Council needed to appoint a new Council President. Scott nominated Matt. Tammy nominated Paula. There were no other nominations. Role was called and each Council person cast their vote. Matt voted for Matt. Tammy voted for Paula. Paula voted for Paula. Marty voted for Matt. Scott voted for Matt. Ben voted for Paula. The vote was tied, leaving the Mayor to decide the tie breaking vote. The Mayor voted for Matt. Matt is the new Council President.

Approval of the July 21, 2020 regular Council meeting minutes:

- ❖ Ben Prescott moved to approve the minutes of July 21, 2020 with a second from Paula Tubalkain. Tammy Meyer abstained. All others voted yes.

Approval of the July 29th 2020 Special council meeting:

Paula had one change in the wording in the section about Garage Creative Studios. She wanted to change “The B & H Building” to “The old Livery on E. Prospect currently owned by B & H Rental Properties”.

- ❖ Motion to amend “The B & H Building” to “The old Livery on E. Prospect currently owned by B & H Rental Properties” by Paula Tubalkain, with a second by Ben Prescott. All voted yes.
- ❖ Motion to approve as amended by Paula Tubalkain with a second by Ben Prescott. Tammy Meyer abstained. All others voted yes.

Mayors Report:

Mayor Clark will be discussing Canada Road under ‘New Business’.

Buchert Park Walking Trail Phase 2 has been bid out. Due to the changes made in phase 2, she is asking for an additional work authorization for CT Consultants in the amount of \$1,000.

- ❖ Scott Weaver moved to approve the additional \$1,000 C.T. Consultant work authorization, with a second by Marty Hura. Tammy Meyer abstained. Paula Tubalkain and Ben Prescott voted no. Matt Rosolowski, Marty Hura, and Scott Weaver voted yes.

Citizens: No citizen comments

Financial Reports:

Here are updates to our tax receipts in comparison to this time last year:

- Property Taxes are up **\$956**
- Income Tax is up **\$11,761** overall.
Individual and Net Profit Business taxes are up about **\$42,000**.
Employers withholdings are down about **\$30,000**.
- Local Government funds (sales tax) we are actually only down about **\$53**.
- Road Levy Taxes are up **\$2,165**
- Gas tax is up **\$18,634**.
- License Tax is down a lot, like **\$27,775**. I have no explanation for this. We usually get a large check in the fall, so hopefully we will play catch up.
- Permissive Tax is down around **\$941**.

Jenny asked if there were questions from the July financial reports. There were no questions.

- ❖ Ben Prescott moved to approve the Financial Reports with a 2nd by Paula Tubalkain. Tammy Meyer abstained. All others voted yes.

Correspondence:

Mayor Clark said the retired Chief Buchert took Mark Harner on a tour around Mantua for places to shoot scenes in their upcoming movie project.

Bills of Resolution, Addendum Bills of Resolution

Paula noticed that there was a payment to Stamm Contracting in the amount of \$50.96 that appears on both the Bills of Resolution and the addendum Bills of Resolution. She asked if it is a duplicate. Jenny verified that it was in fact a duplicate.

- ❖ Motion to remove the Stamm charge of \$50.96 from the addendum Bills of Resolution by Paula Tubalkain, seconded by Scott Weaver. All voted yes.
- ❖ Motion to approve the Bills of Resolution and Addendum Bills of Resolution as amended by Scott Weaver, 2nd by Paula Tubalkain- Tammy Meyer abstained. All others voted yes.

Legislation:

ORD. 2020-27 AN ORDINANCE AMENDING VARIOUS SECTIONS OF THE STREETS, UTILITIES AND PUBLIC SERVICES CODE OF THE VILLAGE OF MANTUA IN ORDER TO PERMIT PRORATION OF THE MONTHLY MINIMUM WATER AND SEWER CHARGES AND THE MONTHLY CAPITAL IMPROVEMENT CHARGES, AND DECLARING AN EMERGENCY. 2nd Reading.

- ❖ Paula Tubalkain moved to suspend the rules. Ben Prescott seconded. All voted yes.

- ❖ Paula Tubalkain moved to approve with a second by Ben Prescott. Tammy Meyer abstained, all others voted yes.

ORD. 2020-30 AN ORDINANCE AMENDING CHAPTER 504 OF THE ZONING ORDINANCES OF THE VILLAGE OF MANTUA RELATING TO THE AUTHORITY OF THE PLANNING COMMISSION AND THE BOARD OF ZONING APPEALS TO WAIVE FEES. 2nd Reading.

Ben Prescott said fee's should only be waived by Council as a whole.

ORD. 2020-31 AN ORDINANCE AMENDING CHAPTER 610 OF THE ZONING ORDINANCES OF THE VILLAGE OF MANTUA RELATING TO SITE PLAN REVIEW SUBMITTALS. 2nd Reading.

Michele said we will have a public hearing on these zoning amendments before the October meeting.

RES. 2020-34 A RESOLUTION DECLARING THE OFFICIAL INTENT AND REASONABLE EXPECTATION OF THE VILLAGE OF MANTUA ON BEHALF OF THE STATE OF OHIO (THE BORROWER) TO REIMBURSE ITS ROAD AND BRIDGE FUND #2012 FOR THE PROSPECT STREET IMPROVEMENTS PROJECT #CT35X WITH THE PROCEEDS OF TAX EXEMPT DEBT OF THE STATE OF OHIO, AND DECLARING AN EMERGENCY. 1st Reading.

Rich Iafelice explained that his team is developing a schedule for OPWC. They plan to solicit bids and award the contract in October. Construction will begin in the spring of 2021.

- ❖ Scott Weaver moved to suspend the rules. Matt Rosolowski seconded. All voted yes.
- ❖ Scott Weaver moved to approve with a second by Marty Hura. All voted yes.

RES. 2020-35 A RESOLUTION AUTHORIZING CT CONSULTANTS TO PROVIDE ENGINEERING SERVICES FOR THE PROSPECT STREET ROADWAY AND DRAINAGE IMPROVEMENTS PROJECT PHASE II AT A COST NOT TO EXCEED \$49,500.00, AND DECLARING AN EMERGENCY. 1st Reading.

Mayor Clark said the Engineering for this project is \$57,000, and we have already paid \$7,500 for the application so it would be shovel ready. The amount to be approved tonight is the balance. Paula said in Section 1 the amount to be approved says \$65,000. This is a type-o and will be amended to \$49,500. Paula asked if some of the administrative work could be done by our Village Administrator. Mayor Clark said Brian Rogers has always done that. Paula said it might be worth keeping in house. John Trew said the Engineer is still performing that service and verifies construction. Paula remembers from when she was on Finance that we did not always get these documents in a timely fashion, so maybe it would be better to keep it in house. Mayor Clark said Rich has someone else working on this project. Rich described what the Engineering role is responsible for, including filing for payment through the grant. The administrative portion is minimal. Paula thinks moving forward, we need to start doing more of this ourselves. Matt asked Rich approximately how much of the \$49,500 this portion costs. Rich said the administrative portion is something he can get for him.

- ❖ Scott Weaver moved to suspend the rules. Matt Rosolowski seconded. Tammy Meyer, Matt Rosolowski, Marty Hura, and Scott Weaver voted yes. Paula Tubalkain and Ben Prescott voted no. The rules were not suspended and this resolution goes to second reading.

RES. 2020-36 A RESOLUTION AUTHORIZING A CONTRIBUTION OF \$7,000.00 OF THE VILLAGE'S DISTRIBUTION OF LOCAL CORONAVIRUS RELIEF FUNDING TO THE MANTUA-SHALERSVILLE JOINT FIRE DISTRICT, AND DECLARING AN EMERGENCY. 1st Reading

Matt Rosolowski said the Fire Chief is aware of the timeline and is in the process of creating their list of covid related expenses. Paula asked if we are working with the Fire Dept. on how they plan to spend the money. Michele said the Clerk-Treasurer and the Fiscal Officer from the Fire District should work together on this.

- ❖ Scott Weaver moved to suspend the rules. Marty Hura seconded. All voted yes.
- ❖ Matt Rosolowski moved to approve with a second by Ben Prescott. All voted yes.

ORD. 2020-37 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. 1st Reading.

- ❖ Scott Weaver moved to suspend the rules. Paula Tubalkain seconded. All voted yes.
- ❖ Scott Weaver moved to approve with a second by Paula Tubalkain. All voted yes.

RES. 2020-38 A RESOLUTION AUTHORIZING THE CLERK OF THE VILLAGE OF MANTUA TO CERTIFY DELINQUENT WATER AND SEWER CHARGES TO THE PORTAGE COUNTY AUDITOR'S OFFICE TO BE PLACED AS AN ASSESSMENT ON THE LISTED PARCEL NUMBERS AND DECLARING AN EMERGENCY. 1st Reading. Michele will add a provision that the Village Administrator can strike anyone's name off this list if they pay their bill before the deadline to file with the County Auditor's office.

- ❖ Scott Weaver moved to amend this resolution to add the suggested provision, with a second from Marty Hura. All voted yes.
- ❖ Ben Prescott moved to suspend the rules. Marty Hura seconded. All voted yes.
- ❖ Scott Weaver moved to approve with a second by Marty Hura. All voted yes.

Department Heads and Village Engineer

Mayor Clark asked Council to allow Rich to go first tonight since he was attending his grand child's birthday party and then he can sign off and join his family. Mayor Clark commented that Rich has worked very hard for this village for many years and she apologized to him that Council verbally attacked him and questioned his integrity.

Village Engineer from C.T. Consultants:

Rich said another round of Ohio Public Works is coming. He asked Council to consider the Capital Planning list. The deadline to submit pre-applications is Sept. 25th.

The two projects currently under construction are Buchert Park Trail Phase 2, and construction is starting in September. The Orchard St. Widening project did have a delay with paperwork. It is finally in and should be starting soon.

He would like Service to consider the Reservoir Tank Replacement design changes. He will attend the next Service meeting and have some screen sharing.

Police Chief Urso:

There was no meeting in August. The cleaning person quit so they are in need of a new cleaning person. We have a new Auxiliary Officer, Nathan Boston. He is full time at University Hospitals in Cleveland, but still needs some road time. Our firewall is expiring in September. TAC will be installing it. The cost is \$4,189.10.

- ❖ Motion to authorize a purchase order for TAC Computer in the amount of \$4,189.10 for the new firewall by Ben Prescott, seconded by Scott Weaver. All voted yes.

Next, they applied for and received a Justice Assistance Grant (JAG) to pay 90% of new mobile data terminals (MDTS) in one of the Police Cars. The cost is \$3,751.21 also to TAC Computer. After reimbursement the cost to us will be \$400.

- ❖ Motion to authorize a purchase order in the amount of \$3,751.21 to TAC for the new MDTS by Ben Prescott. Matt Rosolowski seconded the motion. All ayes on vote.

An alarm at the water plant made them think that they need to work on a future safety action plan for future incidents. This alarm was more of an equipment malfunction than an actual situation, but made them realize they needed to work on a few things with Hazmat. Scott asked Joe to forward their action plan to the Service committee to look at.

Matt noted that in the monthly Safety report, he sees sky rocketing numbers compared to last year. Alarm drops are increasing. The Chief said 75% are Crestwood Schools updating their alarm system. Assists are up also. The Chief said 80% are assisting the Sheriff. Domestic calls are on the rise. Matt asked about the increases in property damages. The Chief said those are mostly car accident related. Considering the number of cars going through town, this is a really low number. The suspicious person or vehicle calls are mostly people being proactive when they see a car sitting somewhere.

Village Administrator John Trew:

They are interviewing two people for the part time position. The Orchard St. paperwork is being signed and moving forward. There was an alarm for a chlorine gas leak at the Water Treatment Plant. This was actually a malfunctioning sensor. One of the future projects he wants to do as part of the Reservoir project is to switch from chlorine gas to hypochlorite which is much safer.

Committees

Scott Weaver for Service, and Planning:

Planning- Their meeting was postponed until tomorrow night, so nothing to report at this time.

Service- They discussed the Covid-19 funds and the villages list. The village has a problem with Ohio Edison relating to the electric poles in the village. We aren't supposed to have banners and flags without signing an agreement. We got a quote for replacing the mausoleum doors, which is the last thing to do on our old Trust request. Scott said they are also talking to Pinnacle Monument about straightening up some headstones. They are also going to train Dave and Vern so they can straighten them up in the future. They reviewed Phase 2 of West Prospect St. and will be bringing that forward to Council. They also are working on purchasing a chipper. John is getting quotes.

- ❖ Motion to approve the purchase order for Pinnacle Monuments in the amount of \$4500 by Paula Tubalkain, seconded by Ben Prescott. All ayes on vote.

Marty Hura for Parks and Shade Tree:

Parks and Shade Tree- Marty said Parks and Shade Tree will not meet again until September.

Mayor Clark skipped to New/Other Business

Mayor Clark said she and John are working on getting estimates for Canada Road. They are speaking to Todd Lamb. Todd recommends starting at the easterly end of Canada Rd at the township line where it is mostly dirt. He would lay hot mix in the severely damaged areas and roll it, then scratch pave the entire road with 448 asphalt, and then put a 1 1/2 inch of 448/limestone mix asphalt and seal the edges. This quote is for doing 800 feet at cost of \$20,000. The whole road would take four years. Jenny thought we could come up with \$80,000. John thought we could just chip and seal the whole road. Speaking with Luli Contracting, they would add a 1 1/2 inch leveling layer on the road for \$58,000 and then chip and seal with a heavy polymer for a total of \$78,000 for the project. This would mean we would have to bid it out. She asked Council if John should do a bid packet, or does Council want to do it in either 2 or 4 years. Scott would like to see it done in two years at \$40,000 each year.

Paula said there are several bad spots on Canada Road that have always been filled and repaired over and over. Paving it is not going to address it. She thinks we need to look into drainage issues first and find the springs that are eroding this road. Possibly culvert drains would help. She doesn't want to throw money away. Ben agreed that the water problems need fixed, and they are going to add considerable expense to the job. Paula said the ditching will help, but there is more going on underneath the road. Tammy is not sure that it makes sense to do it over four years. Mayor Clark said when Council comes up with an Engineer they want to use to take a look at this we can see if Council wants to hire them. Ben said some paving companies will do the design, engineering, and construction. Paula thinks we can start doing some of this ourselves with our own street crew and the Village Administrator and the paving companies. This can be discussed further at Service.

Ben Prescott for Finance- Ben said Jenny went over everything.

Paula Tubalkain for Safety and Portage County Regional Planning:

PCRCP- Paula did not attend because she was on vacation, but she reviewed the minutes and was surprised at how much PCRCP helps other communities with getting grants using technical assistance hours. Paula said we need to use look into using them more. Mayor Clark said we used some technical assistance hours for the census last year. Michele said it was the Low to Moderate Income Survey. Mayor Clark said Todd Peetz called her last week about doing walking tours in the village but she has not heard back. Paula said she spoke with him and let him know that the Landmark Commission has done some of that and we could look into expanding on that.

Safety- There was no Safety meeting.

New and Other Business-

Mayor Clark asked John if he was prepared to move forward to purchase the new chipper. John said he is ready to proceed. John said this is a gas chipper instead of diesel and has a lot of safety features. It will take up to 12 inch branches. It is through the state purchasing program and he recommends it before someone gets hurt. Jenny said we could use \$10,000 from the Capital fund and the rest from the General Fund since Tree Care is in the General fund. Paula

asked if Dave the Street Supervisor has looked at it. John said Dave is the one who actually got the quote. John said it usually takes about six weeks once ordered.

- ❖ Paula moved to authorize a purchase order for the chipper in the amount of \$31,000 with a second from Scott Weaver. All ayes on vote.

Anything else that may properly come before Council-

Mayor Clark said the issue of raises was brought up at the Finance meeting. She has met with the department heads and they have discussed this and raises have been done.

Executive Session- none

Adjournment

- ❖ Motion to adjourn at 8:56 by Ben Prescott, seconded by Scott Weaver. All voted yes.

Mayor Linda Clark

Jenny August, Clerk-Treasurer