

**REGULAR COUNCIL MEETING  
MINUTES  
August 21, 2018  
7:00 PM**

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

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

**Other Village Personnel:** Mayor Linda Clark; Village Solicitor, Michele Stuck; Clerk-Treasurer, Jenny August (excused); Village Engineer, Rich Iafelice; Police Chief Joe Urso; Administrative Assistant Chelsea Gregor; Administrative Assistant Marty Fergus

**Citizens Present:**

Wes Hawkins, Tony Badalamenti, Debbie Mann, Toomas Tubalkain, Tom Aldrich, Giles Seith, Dave Green, Sue Steinberg, Brian Perkins, Nicholas Ehlert, Roy Peck, David Pifer

**Moment of Silence:** Charlie Simons

**Approval of Minutes:**

Changes were made to the June 19, 2018 Council Meeting minutes to correctly reflect Paula Tubalkain's comment regarding the Brimfield Golf Course and the motion regarding adjustment to a Reservoir Drive resident's sewer portion of the water and sewer bill.

- ❖ Motion to amend the minutes from the June 19, 2018 Regular Council meeting by Ben Prescott, 2<sup>nd</sup> by Bob Gaglione. Motion to accept as amended by Ben Prescott, 2<sup>nd</sup> by Paula Tubalkain- **All Ayes**

Changes were made to the July 17, 2018 Council Meeting minutes, Village Administrator's report, to correctly reflect the amount of the estimate for the dehumidifiers at the water treatment plant as \$18,809.04.

- ❖ Motion to amend the July 17, 2018 Regular Council meeting minutes by Ben Prescott, 2<sup>nd</sup> by Bob Gaglione. Motion to approve as amended by Ben Prescott, 2<sup>nd</sup> by Paula Tubalkain - **All Ayes**
- ❖ Motion to accept the August 07, 2018 Special Council meeting minutes by Scott Weaver, 2<sup>nd</sup> by Ben Prescott – **All Ayes**

**Citizens:**

Tony Badalamenti, candidate for Portage County Commissioner, took the opportunity to introduce himself and speak about his plans in office. His focus will be Portage County Finances, the Opioid crisis, and Economic Development in Portage County.

Dave Green and Dave Pifer asked if there would be discussion about the water department and the arrangement with the county. Mayor Clark said that will be this Saturday at 9:00 am at the park lodge. The representative from the county will be there.

Nick Ehlert discussed the walking tour of historic homes brochure and the request to have an additional 500 copies of the booklet. Rich Iafelice offered to print 1,000 copies.

- ❖ Motion to have Michele research and determine if it would be acceptable to add the names of the businesses on the brochure by Scott Weaver, 2<sup>nd</sup> by Dave Sluka -**All Ayes**

Giles Seith revisited his sidewalk issue. He said that in last month's meeting minutes, the Mayor noted that the sidewalk could be put back the way it was, and Rich said it could not. Then the Mayor said the resident is going to have to fix the sidewalk. He said the water should not be running down his sidewalk.

Tom Tubalkain, representing DMRC, mentioned that they will be starting the mini park enhancements and will be working at the Potato Festival. The next Poetry Meeting will be September 20, 7:00 P.M. at Jake's.

Wes Hawkins had his water meter replaced at 4573 Franklin Street and is asking Council to adjust his water/sewer bill by one half. Michele and Bob inquired about testing the old meter and the results. The Mayor recommended removing his address from the assessment list and further having the old meter tested.

### **Correspondence:**

Brian Perkins, representing the Potato Festival, asked Council to charge the bulk rate for the 27,000 gallons of water required to fill the K9 dive pool at the Potato Festival. The Mayor mentioned that disposal must run through the sewer.

- ❖ Motion to charge bulk rate made by Scott Weaver, 2<sup>nd</sup> by Bob Gaglione – **All Ayes**

The Mayor noted that financial assistance is available to residents needing to replace sewer components.

The Portage County Budget commission will meet September 30 to discuss local government funds and must have the agreement of all local governments by September 14.

### **Financial Reports:**

- There were **no negative funds** during July. Sewer fund is getting stronger every month.
  - **Cash Summary** report shows no adjustments.
  - **Revenues** totaled \$ 205,769 (*which includes an OPWC Pass-Thru receipt of \$37,860*).
  - **We spent** \$165,796 in operating and payroll expenses, (*which includes an OPWC Pass-Thru payment of \$37,860*).
  - **Revenue Status**- on track.
  - **Appropriation Status**- looking good.
  - **The water & sewer and tax software programs** balanced with the UAN and bank.
  - There were no adjusting factors on the **bank reconciliation**.
- ❖ Motion to accept the Financial Reports made by Ben Prescott, 2<sup>nd</sup> by Paula Tubalkain-**All Ayes**

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

- ❖ Motion to approve the Bills of Resolution and Addendum Bills of Resolution by Ben Prescott, 2<sup>nd</sup> by Marty Hura-**All Aye**

## **Legislation**

**ORD. 2018-32** AN ORDINANCE AMENDING VILLAGE OF MANTUA CODIFIED ORDINANCES SECTION 955.01(r) RELATING THE DEFINITION OF "RESIDENT". 2<sup>nd</sup> Reading.

- ❖ Motion to suspend the rules by Paula Tubalkain – 2<sup>nd</sup> by Marty Hura
- ❖ Motion to approve by Ben Prescott - 2<sup>nd</sup> by Dave Sluka – **All Ayes**

**RES. 2018-33** A RESOLUTION AUTHORIZING THE CLERK OF THE VILLAGE OF MANTUA TO CERTIFY DELINQUENT TREE REMOVAL CHARGES TO THE PORTAGE COUNTY AUDITOR'S OFFICE TO BE PLACED AS AN ASSESSMENT ON THE LISTED PARCEL NUMBERS AND DECLARING AN EMERGENCY. 1<sup>ST</sup> Reading

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

**RES. 2018-34** A RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE PORTAGE COUNTY BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR, AND DECLARING AN EMERGENCY. 1<sup>ST</sup> Reading

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

**ORD. 2018-35** AN ORDINANCE AMENDING THE JOB DESCRIPTION FOR THE POSITION OF VILLAGE ADMINISTRATOR AND DECLARING AN EMERGENCY. 1<sup>st</sup> Reading.

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

**ORD. 2018-36** 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.

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

**RES. 2018-37** A RESOLUTION AUTHORIZING THE CLERK OF THE VILLAGE OF MANTUA TO CERTIFY MOWING CHARGES TO THE PORTAGE COUNTY AUDITOR'S OFFICE TO BE PLACED AS AN ASSESSMENT ON THE LISTED PARCEL NUMBERS AND DECLARING AN EMERGENCY. 1<sup>st</sup> Reading

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

**RES 2018-38** 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. 1<sup>st</sup> Reading.

Paula noted that the money would not come in until 2020 and is concerned that we are not following up. She noted that we need to follow policy as written.

The Mayor named the parcels that have since paid, noting the two remaining that should be reported to the auditor

- ❖ Motion to remove 4573 Franklin Street from the assessment list made by Scott Weaver, 2<sup>nd</sup> by Ben Prescott – **All Ayes**
- ❖ Motion to remove the addresses that have paid their water bill by Scott Weaver, seconded by Bob Gaglione. All ayes on vote.
  
- ❖ Motion to suspend the rules as amended by Ben Prescott, 2<sup>nd</sup> by Bob Gaglione
- ❖ Motion to approve as amended by Ben Prescott, 2<sup>nd</sup> by Bob Gaglione

**RES 2018-39 A RESOLUTION ACCEPTING THE QUOTE OF \$36,936.88 FROM LAMB PAVING FOR THE BUCHERT PARK WALKING TRAIL PROJECT AND DECLARING AN EMERGENCY. 1<sup>ST</sup> Reading.**

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

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

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

Safety committee passed an ordinance regarding distracted driving - Michele asked to review it.

Handicapped parking for the coffee shop will be on the west side

The SRO duties at the Primary and Elementary schools will be handled by MPD, as the Sheriff's office has removed the deputies.

AT&T routers are work in progress

Safety Meeting September 5 at 6:00 PM

#### **Village Administrator's Report: (Given by Mayor Clark)**

Dave Sluka and I had to sign off on two projects:

1. A sink hole on Walnut in front of Engelhart's property: Luli will be doing the work and the estimate is \$6940.00 asking for council approval not to exceed \$7K.
  - ❖ Motion to approve \$7,000 Purchase requisition made by Scott Weaver, 2<sup>nd</sup> by Ben Prescott – **All Ayes**
  
2. The Freightliner needs brakes possibly all the way around shoes rotors etc., F&S estimate not to exceed \$4K.
  - ❖ Motion to approve purchase requisition made by Scott Weaver, 2<sup>nd</sup> by Bob Gaglione – **All Ayes**

The county is working on estimates to repair and clean out the oxidation ditch (\$12K, estimate to clean out about \$7K, hauling \$2,500 to Waynesburg PA, disposal about \$1K) at the WWTP and clean out the raw influent well (depending on who does it the County or we sub it out it could be \$12K up \$25K because of it being a confined space) We are still waiting for the estimates on that.

We still haven't completed Sludge hauling yet and with the rain this summer and crops on the fields we can't spread it on them until the fields are dry enough to get on and the crops are picked) we may have to have it hauled possibly to Streetsboro plant and pay to have it processed. Waiting for an estimate on that.

Wright heating and Plumbing are working on the dehumidifiers at the WTP. That replacement and removal was approved by Council. That amount was \$18809.04 Council approved \$20K in July.

### **Village Engineer from C.T. Consultants: (summary of the report from Richard Iafelice)**

#### **Retainer/General Issues:**

- Portage County Utility negotiations – Aug 25<sup>th</sup> public meeting with Council to review findings.
- Downtown Streetscape and other enhancement projects – continue efforts to secure funding sources for key projects.
- Orchard Street turning radius pavement widening - Ohio Edison will move the utility pole at no charge. Jennifer Brown is seeking funding for this project.

#### **Capital Projects:**

- *West Prospect Street Roadway and Drainage Improvements*  
Scheduling pre-construction meeting with the Contractor  
Working on easements at the corner of Cemetery Drive for outfall repair.
- *High Street Pavement and Waterline*  
The Mayor met with Buckeye Pipeline concerning the additional costs.
- *Water Reservoir*  
Nominated for low interest loan.
- *Water System Computer Model*  
Update complete and recommendations will be reviewed with Service Committee
- *Asset Management Plan*  
CT will file nomination for a WSRLA loan per direction from Ohio EPA.
- *Buchert Park Walking Trail*  
Quotes received by the Mayor: construction to begin late summer,

## **Committees**

### **Bob Gaglione for Service, Planning and Fire Board:**

Bob updated council on the rental inspection program, Orchard Street and Mats Road repairs, and the fire fighter education program

**Marty Hura for Parks and Shade Tree:** nothing

**Mayor Clark for Cemetery:**

Mausoleum doors and handrails in progress

4 trees will be planted in the fall

**Paula Tubalkain for Portage County Regional Planning:**

Regional Planning is discussing plans with the commissioner regarding a grant writer.

**Dave Sluka Safety and Finance:**

The credit card account policy will be reviewed

Public meeting scheduled for August 30 at Reed Memorial Library regarding Local Government Funds.

### **New and Other Business**

The Village received Buckeye Trail Town recognition

Paula inquired if discussion of rental inspections will continue. Scott acknowledged that they will.

Wes Hawkins would like landlords to be included in discussions of tenant's past due water and sewer bills. The Mayor noted that is a topic for the Service Committee.

**Anything else that may properly come before Council-** nothing

### **Adjournment**

❖ Motion to adjourn at 8:13 PM made by Ben Prescott, 2<sup>nd</sup> by Bob Gaglione -All Ayes

---

Mayor Linda Clark

---

Administrative Assistant Marty Fergus