

**Village of Mantua
Regular Council Meeting
Minutes
September 17, 2013**

Mayor Clark called the meeting to order at 7:00 p.m. and led the pledge of Allegiance and also asked that everyone remain standing for a moment of silence for Chuck Chalker, the victims of the Washington Naval Yard shooting and the citizens of Colorado affected by the floods.

ROLL CALL: Ben Prescott, Bill Zoller, Giles Seith, John Clark, Paul Janson, Marty Hura.

Others Present: Mayor Linda Clark; Clerk-Treasurer, Jenny August; Village Administrator David Akerley; Administrative Services Officer, Kate Rogers; Village Solicitor, Michele Stuck; Police Chief, Harry Buchert; Brian Rogers of CT Consultants .

Public: Stacy Turner, Richard Pemberton, Michelle Pemberton, Sue Skrovan, Vic Grimm

MINUTES:

- ❖ Motion to approve the August 19th 2013 regular Council meeting minutes by Ben Prescott with a second by Marty Hura. Bill Zoller abstained because he was not at the meeting. All others voted aye.

MAYORS REPORT:

The Mayor started by thanking everyone who kept things running smoothly while she was away.

Sept 30th at 9:00am Congressman Joyce will be visiting to tour the plants at Compass Packaging and Mantaline. Anyone who is interested in joining can contact Linda and she will add them to the list.

CITIZENS:

Richard Pemberton spoke to represent his daughter Michele Pemberton who lives at 4600 W. High St. He stated that they have had an ongoing water problem in the yard for the last 21 years. The problem is on the west side and started when he (Joe Ferrara) built the duplex. Joe had a plan for the concrete pad that was approved by Ed Trego and had no way to drain but onto their property. Mr. Pemberton has had conversations over the years with the neighbor and with Ed and has gotten nowhere.

Now the corner house on Elm and High has re-landscaped and now there is more water onto the pad and then onto the yard. He and his daughter have put on over 80 tons of gravel over the years and it never lasts. Joe did not want to put in the proper drain with a lift pump.

The large storm this summer caused a lot of damage including a washed out drive and flooded basement. This happens during any large rain storm. Now the neighbor's gutters are also draining straight to her drive. Joe said he would come down with equip to dig out a pipe to the back of his property and get the water draining properly but he has not yet done the work.

Mr. Pemberton would like council to look into the issue and see what can be done. He doesn't want to take Joe to court but needs some response from the neighbor and/or Council. One solution would be a swale and drain to divert away from property. The storm sewer catch basin doesn't work because of the way that the street angles down. Most of the water is from the cement pad which slopes to her property and erodes the drive. He has tried many solutions with no luck.

Paul – send Dave to go out and look and see what suggestions can be made.

Bill – there is a natural drain behind those properties that Joe should be able to divert his water flow.

Mayor Clark asked for copies of the pictures.

John asked Michele if short of mediating a deal is there a position that village can take on this issue?

Michele said we can't expend village resources and it is an issue between the private landowners.

Rich said that the original project should have never been approved like that with no provisions for drainage.

FINANCIAL REPORTS:

The office will be closed on October 15th, while Kate and Jenny go to Village Fiscal Officer's Training in Hudson.

Jenny e-mailed or printed out the August financial reports to all of you, so call if you have any questions. Here is a quick re-cap.

- All funds are in the black, but the sewer operating fund is slipping & sliding.
- Total Revenues were \$170,878
- Total Expenses were \$104,367 including payroll
- There were no adjustments on the Cash Summary report for August.
- The last page of the revenue status report shows that year to date we have received 64% of our anticipated revenues.
- Regarding the appropriation status report, we are at 52%.
- The water & sewer program balanced with the UAN.
- The Income tax balanced.
- The bank reconciliation had no adjusting factors.
- Council approved payments on checks 40423 through 40498.

During her report Jenny noticed that the revenue status report and appropriation status report numbers in her report had not been updated from last month and asked Council to refer to the printed reports she had given them.

- ❖ Motion to approve the financial report by Ben with a second from John, all ayes on the vote.

CORRESPONDENCE:

- The only correspondence Jenny has received to pass on this month is a newsletter from the Western Reserve Land Conservancy. They will be having some events on their conservation calendar that you may or may not want to participate in. There is an open house for their new facility in Moreland Hills on September 29th. You can join in on the "Hoot and Harvest Festival" in Oct. 12, and a Summit for Revitalizing Ohio's Vacant Properties on Oct. 22, and the Coalition of Ohio Land Trusts Fall statewide meeting on Nov. 7th.

BILLS OF RESOLUTION:

Jenny said we need to add the bill for Wright Express to the Bills of Resolution Addendum. The total amount was \$1976.58

- ❖ Motion to approve the Bills of Resolution as amended made by Ben P, with a second by Bill Z. All ayes on vote.

Paul J. wants to see the elevator contract. He wants to know what the contract covers and what we actually get for that.

Jenny said we get several inspections throughout the year.

Giles said that elevators in general are a money trap and that we must have a contract.

Chief Buchert said that the contract has been bid several times to find the best price.

Jenny said we have used other companies that were at about the same cost. One company we have not called is Otis Elevator.

- ❖ Motion to approve the Bills of Resolution and addendum as amended made by Ben P., with a second by Giles S. All ayes on vote.

LEGISLATION:

ORD. 2013-60 (amended) AN ORDINANCE AMENDING SECTION 921.02 OF THE STREETS, UTILITIES AND PUBLIC SERVICES CODE OF THE VILLAGE OF MANTUA, RELATING TO WATER RATES, AND DECLARING AN EMERGENCY. 3rd Reading.

- ❖ Motion to approve Ben P., second Bill Z., all ayes on the vote.

ORD. 2013-61 (amended) 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. 3rd Reading.

- ❖ Motion to approve Ben P., second Paul J., all ayes on the vote.

ORD. 2013-70 AN ORDINANCE AMENDING SECTION 7.2.A.1 OF THE VILLAGE OF MANTUA EMPLOYEE HANDBOOK RELATING TO CALLING IN EMPLOYEE ABSENCES, AND DECLARING AN EMERGENCY. 2nd Reading.

Chief Buchert asked to amend to notify the dispatch center instead of the department head in case of absence. Change department head to dispatch center for Police Department.

Giles Seith asked whether the Service Department should also be changed but as discussed that is not needed.

- ❖ Motion to amend Marty H., second Ben P., all ayes on the vote.
- ❖ Motion to suspend the rules Ben P., second Marty H., all ayes on the vote.
- ❖ Motion to approve Ben P., second Bill Z., all ayes on the vote.

RES. 2013-75 A RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR, AND DECLARING AN EMERGENCY. 1st Reading.

- ❖ Motion to suspend the rules Ben P. second Marty H. All ayes on the vote.
- ❖ Motion to approve Ben P. second Marty H. All ayes on the vote.

ORD. 2013-76 AN ORDINANCE TO REFLECT THE CURRENT SALARIES AND WAGES OF ALL CURRENT FULL TIME AND PART TIME EMPLOYEES OF THE VILLAGE OF MANTUA, REPEALING ALL PRIOR INCONSISTENT ORDINANCES, AND DECLARING AN EMERGENCY. 1st Reading.

Chief Buchert had some amendments to the employee list. Tricia Peterson resigned and was replaced at the same rate by Cynthia Cales. Additionally Michael Jones resigned.

There was a discussion about whether we need to update this ordinance every time there is a change in employment. The auditor has suggested it but there is nothing binding. It is the opinion of several members of council that we will only update this ordinance once a year going forward.

- ❖ Motion to approve the amendments Ben, second Giles, all ayes on the vote.
- ❖ Motion to suspend the rules Ben, second Paul, all ayes on the vote.
- ❖ Motion to approve Ben, second Marty, all ayes on the vote.

ORD. 2013-77 AN ORDINANCE AMENDING THE CODIFIED ORDINANCES OF THE VILLAGE OF MANTUA AND THE VILLAGE OF MANTUA EMPLOYEE HANDBOOK RELATING TO THE POSITION OF ADMINISTRATIVE SERVICES OFFICER, AND DECLARING AN EMERGENCY. 1st Reading.

❖ Motion to suspend the rules Ben P. second Marty H. All ayes on the vote.

❖ Motion to approve Ben P. second Marty H. All ayes on the vote.

ORD. 2013-78 AN ORDINANCE AUTHORIZING CERTAIN ADJUSTMENTS TO THE 2013 APPROPRIATIONS AND DECLARING AN EMERGENCY. 1st Reading.

Jenny explained that this ordinance is to make up for short falls in the sewer fund due to several upcoming expenses including: Sludge hauling, repairs to the generator, heaters in the plants, a flap-jack valve repair and wages.

We can take the needed funds out of the general fund. Jenny recommended a transfer rather than an advance. \$20,000 would go to sewer operating.

Jenny is also asking for \$5000 of general fund appropriations to go to police for phone and gas which have gone up sharply.

Street operating also needs some funds for plow blades before winter.

❖ Motion to suspend the rules Ben P. second Marty H. All ayes on the vote.

❖ Motion to approve Ben P. second Marty H. All ayes on the vote.

ORD. 2013-79 AN ORDINANCE AUTHORIZING A TRANSFER OF \$20,000 FROM THE GENERAL FUND TO THE SEWER OPERATING FUND AND DECLARING AN EMERGENCY. 1st Reading.

❖ Motion to suspend the rules Ben P. second Marty H. All ayes on the vote.

❖ Motion to approve Ben P. second Marty H. All ayes on the vote.

DEPARTMENTAL REPORTS:

Police Chief, Harry Buchert –

The k-9 unit has been in operation for one year. It is a vital and successful program to help tackle the drug problem in the area. The public has also provided much financial support for the program.

Since the new drive was paved the cemetery has become a new pass through for those avoiding Regan and Line St.

Michele said we could add the cemetery to the list of no thru streets in the codified ordinances. We would then also need to put signs at both entrances.

Chief Buchert added that the main concern is about late night drive through traffic.

Mayor Clark also added that many volunteers have put in time to make the cemetery look nice and don't want it to be damaged.

The Ford dealer called and the new vehicles will be in on 9/23.

An electrician came out to check the siren which needs a new timer. The police department has authorized this repair.

The Potato Festival ran very smoothly with no major incidents.

Michele will put together legislation for the next safety meeting related to the cemetery road.

Village Administrator-

Cemetery – The ingots are going in tomorrow in front of mausoleum. Additionally more tree work is underway there. Mr. Lombardi from the Cemetery Trust is coming to look at extra trees to come down.

Mayor – have taken down 7
Have gotten money for 10

The Cemetery Board has been working hard along with local businesses and volunteers and the cemetery is looking really good.

Kate has started new training program which will streamline the water and sewer billing process.

Dave is almost done rebuilding the Ambler Lift Station pump but needs to borrow a sand blaster. Mayor Clark said she will check on a lead.

The salt bin was filled with 200 tons of salt from Ravenna.

Mayor Clark asked about the fire hydrants -when and where to start replacing. Tom and Brian have received training.

C.T. Consultant Engineer, Brian

Plans have gone to EPA for the Crestwood sanitary sewer. This will take 6 weeks to 6 months to get approval for the plans.

Sidewalk – Stage 2 plans were submitted to ODOT last week to get comments. The plans will be revised with these comments and then sent back one more time for final approval. Then the project will be bid out next spring.

These plans addressed the changes discussed at the September service meeting.

Giles thought that the island was nixed by council but Mayor Clark explained how it was amended at the Service Meeting.

OPWC grant #2 for fire hydrants - We have received funds for 7 brand new hydrants and 12 to be re-built. Dave and the assistant fire chief have put together a list of priority hydrants to be addressed. There is a total of \$28,200 to buy hydrants and parts – 15% of which must be purchased from an MBE and the rest from Trumbull. Matt, Asst Fire Chief – has requested the threads to be a quick connect “Storz” which is the new standard.

Bill, Giles, and Ben say put the Storz on. As Bill explained the trucks now carry a stack of adapters because there are so many kinds they must be able to use.

Dave asked the fire dept to absorb the cost of the Storz. They will get back to him with an answer.

Mayor Clark asked if in the replacements we will be eliminating brands of hydrants.

Brian said we now have 6 brands but will not likely be getting rid of any one kind in this switch over. In the future that is a goal, however.

Once we order the parts delivery can be made in a week so we can order when Dave is ready to install.

Brian also mentioned that this is the last year to get this kinds of OPWC grant and gave some suggestions about possibilities for more grant money. He said anything related to health and safety gets the most points in the ranking system. He suggested we start brainstorming over the winter about possible projects which may include sanitary sewers, water projects, fixing Regan St, Canada Rd, Storz on the rest of the hydrants in the village, etc.

Chief Buchert asked if sidewalks could be included in a grant. Brian suggested that they would have a chance if they could make a health and safety rationale.

Mayor Clark said we will start to discuss this at the next Service Committee Meeting.

COMMITTEE REPORTS:

Shade Tree- John Clark: - no report

Finance – Paul Janson: - We are still in the black and keeping a handle on things.

Parks – Marty Hura: - We are looking for grant possibilities. Thanks to Dave for putting in the new grills at the park.

Planning – Mayor Clark: - no report

Cemetery– Mayor Clark: - no report

BZA– Mayor Clark: - no report

Service – Bill Zoller: - Dave hit on everything.

Safety/Fire Board – Giles Seith: - The chief has hit on everything. Everything is going well considering financial situation.

NEW OR OTHER BUSINESS:

Mayor Clark asked if the house on Orchard was taken down. She said there was an inspector coming to look for asbestos before the tear-down.

Question from member of the public, Vic Grimm – at the July meeting it was mentioned that there may be the creation of a new position of maintenance supervisor. Vic wanted to know if there was any update on that position. Paul said there has been nothing new discussed but it is being considered.

Lang's on Ambler Lane – Dave has gone to the house to try to speak to the Langs and has been unable to find anyone home or to reach them by phone. He will keep trying to contact them.

Bill said that there is nothing we can do. The house was built in a location where water is a problem and it is not a village issue. He mentioned that the homeowners could possibly put a large drain in at their expense.

❖ Motion to adjourn the meeting at 8:09pm

Mayor Linda Clark

Administrative Services Officer Kate Rogers