

**REGULAR COUNCIL MEETING
MINUTES
September 19th, 2017
7:00 p.m.**

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

Roll Call: Giles Seith, Ben Prescott, Paula Tubalkain, and Bob Gaglione

- ❖ Motion to excuse John Clark and Marty Hura by Paula Tubalkain, 2nd by Ben Prescott. All ayes on vote.

Other Village Personnel: Clerk-Treasurer, Jenny August; Village Solicitor, Michele Stuck; Police Chief Harry Buchert; Administrative Assistant Chelsea Gregor

Citizens Present: Dave Sluka, Renee Henry, Joe Urso, Andrea Urso and Stacy Turner of the Villager

Moment of Silence:

Joan Benjamin McAvoy, Former Head Dispatcher for Mantua
Mark Lombardi, Former Hiram Police Chief,
Willy Knight, from Jerry's Sohio and father of Beth Sluka
Janet Roosa, lifelong Mantua resident and mother of MSFD Fire Chief Matt Roosa.

Approval of Minutes:

Paula noticed that on page 5 under CT's report, the minutes stated "W. Prospect" when it should have stated "E. Prospect".

- ❖ Motion to approve as amended the regular August 15th Council meeting minutes to say "East Prospect" instead of "West Prospect" by Ben Prescott, 2nd by Paula Tubalkain- **All Ayes**
- ❖ Motion to approve the August 15th Public Hearing meeting minutes by Ben Prescott, 2nd by Paula Tubalkain- **All Ayes**

Mayor's Report: The Mayor is on vacation

Citizens:

Renee Henry from the Historic Landmark Commission:

Renee gave the Village a present from Ohio History Connection from Nathan Bevel. A certificate from the National Park Service celebrating 50 years of the National Historic Preservation Act of 1966. Renee framed it for the Village and Council said thank you.

Dave Sluka:

Dave had a question about legislation 2017-21 regarding the limitations and guidelines. He was hoping to gain more clarity, and Ben responded that it was tabled and sent back to planning. Dave then moved onto legislation 2017-24. He inquired as to where the money would be going to be utilized and if a description was prepared for residents. Council explained that the water

plant will need updating, and that currently money is being taken out of the General fund to pay for water and sewer items. Ben explained that certain funds are dedicated to only what they are assigned which requires an increase in the water and sewer rates. Bob mentioned that the water and sewer funds would go towards maintenance, repair and upkeep. The Chief also added that CT Consultants had given Council a spreadsheet explaining what increases were necessary to address the maintenance issues, along with the infrastructure. Paula stated that the decision was not something that Council wanted to pass, but that it is necessary. Dave said that he wouldn't mind paying the extra money, as long as he knew where the money was going.

Financial Reports:

Since Bruce would not be present, he asked Jenny to request authorization for two PO's that need Council approval:

- The first one is for \$9,000 to Wiring Unlimited to repair the SCADA. This will be split between water and sewer capital. Jenny will have to amend the appropriation ordinance 2017-37 that is in the Council packet to add a portion of this to sewer capital.

- ❖ Motion to approve by Ben Prescott, 2nd by Bob Gaglione - **All Ayes**

- Well #3 is down, so Ohio Drilling is going to work on it. Bruce said it should only cost about \$15,000, but if they can't rebuild it and it needs to be replaced, the cost will go as high as \$22,000. Like they have done in the past, they are willing to allow us to make payments for up to 18 months' interest free.

- ❖ Motion to approve by Ben Prescott, 2nd by Bob Gaglione- **All Ayes**

There will be an emergency meeting for legislation held Thursday September 21th at 4:30pm and if needed on Monday September 25th at 5pm.

At Finance they discussed holding a grant workshop with CT Consultants on Wednesday, October 11th at 7:00pm, right after the Finance meeting. Rich and Brian are both able to attend.

- There were **no negative funds** during August, but Jenny was \$5,000 short on the debt transfer for sewer.
 - **Cash Summary** report shows no adjustments.
 - **Revenues** totaled \$ 237,428. Some of the bigger deposits were our semiannual apportionment of property taxes, a grant reimbursement from ODNR for work on the Headwaters Trail, and a very healthy license tax check from the state.
 - **We spent** \$161,827 in operating and payroll expenses. This was a little more than normal because it was a three pay month.
 - **Revenue Status-** We are on track in most funds.
 - **Appropriation Status-** The Water fund has money that needs to be appropriated in order to continue with operating and payroll expenses.
 - **The water & sewer software and the income tax software programs balanced** with the UAN and bank.
 - There are no adjusting factors on the bank reconciliation.
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- ❖ Motion to approve the Financial Reports made by Ben Prescott, 2nd by Bob Gaglione -**All Ayes**

Correspondence

Everyone should have gotten a letter in their packets from the Ohio Municipal League regarding the 66th annual conference. Jenny said that she remembers Paula feeling like she got a lot out of the Local Government Officials Conference last spring and recommended that all Council people should try to attend some of these trainings. Jenny said that this one has some good work shops. She also said she prefers the Local Government Officials conference in the spring because it has more village specific classes. Jenny will get the dates for the 2018 conference as soon as she can.

Bills of Resolution, Addendum Bills of Resolution

Jenny mentioned that she forgot to put something under security for wages, and so she will have to fill that in. She asked Michele if it could still be approved so that she could still do checks, and Michele said yes.

- ❖ Motion to approve the Bills of Resolution and Addendum Bills of Resolution by Ben Prescott, 2nd by Paul Tubalkain-**All Ayes**

Legislation

ORD. 2017-21 AN ORDINANCE AMENDING THE ZONING ORDINANCES OF THE VILLAGE OF MANTUA RELATING TO SITE AND GRADING PLAN REGULATION. *Tabled on 3rd Reading.*

- ❖ Motion to un-table by Paula Tubalkain, 2nd by Ben Prescott-**Paula Tubalkain, Ben Prescott, Giles Seith-Ayes, Bob Gaglione-No**
- ❖ Motion to approve by Paula Tubalkain, 2nd by Ben Prescott- **All No**

ORD. 2017-24 AN ORDINANCE AMENDING SECTION 921.02 OF THE STREETS, UTILITIES AND PUBLIC SERVICES CODE OF THE VILLAGE OF MANTUA, RELATING TO WATER RATES. *3rd Reading.*

- ❖ Motion to un-table by Ben Prescott, 2nd by Giles Seith -**All Ayes**

Michele said that this needed to be amended as an emergency to be effective October 1st, 2017.

- ❖ Motion to amend so that it is an emergency and effective as of October 1st, 2017 by Ben Prescott, 2nd by Bob Gaglione -**All Ayes**
- ❖ Motion to approve by Ben Prescott, 2nd by Bob Gaglione- **All Ayes**

Paula stated that she felt uncomfortable passing the ordinance with 2 Council members not present. Giles was not comfortable with the extent to which the rates would increase and Ben stated that Council could always vote to change things in the future. Giles then brought up the possibility of the County taking over the water and sewer plants. Michele clarified that if that were to happen, the plants would have to go out for bid and could not just be given away. Ben stated that Jenny told him that at the Finance meeting John said to go ahead and vote on the legislation. Council then talked about the rates and Michele said that Council can change the legislation in the coming years, and if the County took over, they would repeal the rates and set their own.

ORD. 2017-25 (*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 un-table by Paula Tubalkain, 2nd by Ben Prescott –**All Ayes**
- ❖ Motion to amend so that it is an emergency and made effective October 1st by Paula Tubalkain, 2nd by Giles Seith-**All Ayes**
- ❖ Motion to approve as amended by Ben Prescott, 2nd by Paula Tubalkain- **All Ayes**

ORD. 2017-28 AN ORDINANCE AMENDING THE VILLAGE OF MANTUA EMPLOYEE HANDBOOK RELATING TO COSTS OF EMPLOYEE TRAINING AND DECLARING AN EMERGENCY. *3rd Reading.*

- ❖ Motion to approve by Ben Prescott, 2nd by Paula Tubalkain- **All Ayes**

RES. 2017-35 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. *1st Reading.*

An emergency meeting will be held to address this legislation.

ORD. 2017-36 AN ORDINANCE AMENDING ORDINANCE 2017-22 AND AUTHORIZING A SEMI-ANNUAL DEPOSIT OF \$21,850.00 INTO THE VILLAGE HALL NOTE RETIREMENT FUND #3401, AND DECLARING AN EMERGENCY. *1st Reading.*

An emergency meeting will be held to address this legislation.

ORD. 2017-37 AN ORDINANCE AUTHORIZING CERTAIN ADJUSTMENTS TO THE 2017 APPROPRIATIONS AND DECLARING AN EMERGENCY. *1st Reading.*

An emergency meeting will be held to address this legislation.

ORD. 2017-38 AN ORDINANCE APPROPRIATING FUNDS TO RUN THE VILLAGE OF MANTUA DURING THE FISCAL YEAR ENDING DECEMBER 31, 2018. *1st Reading.*

An workshop meeting will be held Oct. 17th at 6:00 pm to address this legislation.

RES. 2017-39 A RESOLUTION AUTHORIZING PARTICIPATION IN THE RAVENNA/ODOT SALT CONSORTIUM, AND DECLARING AN EMERGENCY. *1st Reading.*

An emergency meeting will be held to address this legislation.

Department Heads and Village Engineer

Police Chief Buchert:

The Chief said that there could be an issue in regards to the handbook section 2.4.C. The Police Department is looking to hire Darren Brown who currently works for Hiram. The conflict is that one of his live-in household members is a dispatcher in Mantua Village and added that there has not been a conflict while the Village was dispatching for Hiram. The Chief needs approval from Council to move forward.

- ❖ Motion to approve the hire of Darren Brown by Ben Prescott, 2nd by Paula Tubalkain -**All Ayes**

The Police Department was contacted regarding the new phones, they are set to be installed October 3rd at 9am.

The next Safety meeting is October 4th at 6pm.

The Chief asked to set the date and time for trick-or-treating to October 31st from 5:30pm-7:30pm.

- ❖ Motion to set the date for trick-or-treating to October 31st by Ben Prescott, 2nd by Bob Gaglione -**All Ayes**

There were no incidents at the Potato Festival. Giles mentioned that the Potato Festival was beautiful, but was concerned about the truck traffic. The Chief said that there was not much that they could do, but mentioned that Council could vote on a different parade route in the future.

There was a transmission that went out on one of the patrol cars that was covered under warranty. There was no repair for the transmission, it was replaced free.

Village Administrator: Is out sick

Chelsea brought the minutes for the Service meeting to update Council.

Village Engineer from C.T. Consultants: Not in Attendance

Committees

John Clark for Service and Fire Board: Is on vacation

Bob Gaglione for Planning:

The Planning meeting began at 6:30pm. The minutes were approved for Planning, and they had the zoning inspectors report. There was no discussion on satellite dishes, lot grading or sub-division regulations due to members not present. They adjourned at 6:43pm.

Marty Hura for Parks and Shade Tree: Marty was sick

Mayor Clark for Cemetery and Board of Zoning Appeals:

Ben Prescott for Portage County Regional Planning:

Planning is still working on sub-division regulations.

Paula Tubalkain for Finance:

The salaries are running higher than expected, especially in the Service Department. Finance was questioning why that might be, and Paula was inquiring about Paul who was hired to write a manual for the Water Plant and if it was finished.

The Mayor had talked to ODOT and Senator Elkund about the repaving of Main St. and that the Village could piggyback and have the waterlines replaced at the same time. DMRC was also looking into putting the electric lines underground on Main St., along with redoing the sidewalks and making them ADA accessible. Ben said that it would cost \$2 million and that he did the same thing in Chagrin Falls. He also said that care needs to be taken with older buildings, and that the stability of the buildings could be compromised when taking out the sidewalks.

Paula mentioned that Bruce was going to check with the company who was doing the Mill St. project, to see if they could replace the guard rail on S.R. 44 by Canada Road.

The Chief did mention that the Police payroll will be going up due to overtime. He said that they are having trouble getting officers and dispatchers hired.

Giles for Safety:

Giles said it was already discussed.

New and Other Business

Michele mentioned from the Mayor that there might be a JEDD Meeting in Shalersville on October 18th at 7:30pm. The location is not yet official.

Paula asked when the next government meeting was, and Jenny said she would find out.

Joe stated that the coming Thursday from 8am-Noon, there will be various organizations from the school, along with students cleaning up around the Village for Mantua Clean Up Day.

There is a Safety Meeting with the School District and the Fire Department on Friday. One of the topics will be a backup generator. It would be split 3 ways between the Police, Fire and School District. When the school builds their greenhouse, the thought would be to tap into the natural gas that will be available.

Anything else that may properly come before Council

Nothing

Adjournment

❖ Motion to adjourn at 8:07pm made by Paula Tubalkain, 2nd by Ben Prescott -All Ayes

Councilman Giles Seith as Acting Mayor

Administrative Assistant Chelsea Gregor