

**REGULAR COUNCIL MEETING  
MINUTES  
October 16, 2018  
7:00 PM**

Mayor Clark called the meeting to order at 7:04 PM and led the Pledge of Allegiance.

**Roll Call:** Paula Tubalkain, Marty Hura, Bob Gaglione, Scott Weaver, Dave Sluka. Motion to excuse Ben Prescott by Paula Tubalkain, second by Scott Weaver – *All Ayes*

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

**Citizens Present:** David Pifer, Sue Steinberg, Cookie Vanek, Tom Aldrich, Stacy Turner with The Villager.

**Moment of Silence:** George Hazlett

**Approval of Minutes:**

Michele Stuck noted a correction to the September 18 regular Council meeting minutes in Res. 2018-42 to read “since there are not enough members tonight to suspend the rules”.

- ❖ Motion to amend the September 18 Regular Council meeting minutes by Scott Weaver, 2<sup>nd</sup> by Bob Gaglione – **All Ayes**
- ❖ Motion to accept the minutes from the September 18, 2018 Regular Council meeting as amended by Scott Weaver, 2<sup>nd</sup> by Bob Gaglione- **All Ayes**
- ❖ Motion to accept the minutes from the September 25, 2018 Special Council meeting by Scott Weaver, 2<sup>nd</sup> by Marty Hura – **All Ayes**

**Mayor’s Report:** (as written by Mayor Clark)

John Trew and I attended the AMATS Annual meeting, spoke with several people about funding for Matt Rd and Orchard Street. John has been receiving emails from those contact and will be setting up meetings with them.

West Prospect is moving along. John will give you a report.

We need to hold a special Council meeting next weeks for 2 things. We need to hold a public meeting to discuss with the residents and Council need to make a decision as to whether we should divest the village of the water and sewer Plant and what how we intend to bid it out.

After that is done we need to have our Annual Capital Plan meeting on what project we intend to do next year. I think the meeting should be the week of the 22<sup>nd</sup>. And everyone needs to be there.

The Mayor asked Council for best date next week. After checking schedules. We will hold a special Council meeting on Tuesday October 23, 2018 at 7 p.m. to discuss and make a decision if we want to divest ourselves of the Water and Sewer plants through the bidding process. The Annual Capital Planning meeting will be held on Tuesday November 6, 2018 at 6 p.m. with service following.

Special Event form from Advanced Rehab for Barktoberfest on 11/2/18 Friday 6 to 7 on the Headwater Trail. Mayor explained that she had received the form without the accord insurance. Attached, but did have a copy of their policy. Council was hesitant to approve. Scott stated that

this happens with them all the time and then they still hold their event and that shouldn't happen when they are using our trails. Mayor assured Council she would express the concerns and would get the correct paperwork.

- ❖ Paula Tubalkain moved to approve the application with the understanding that the correct insurance information will be received in a timely manner - 2<sup>nd</sup> by Marty Hura - **All Ayes**

Mayor, John and Paula attended the Cuyahoga River Water Trail meeting to hear about making the River a destination point. She and John are meeting with them to get more information before Service.

### **Citizens:**

Sue Steinberg of the DMRC discussed the Mantua Pop Up Artist Market to be held at Jim Mockney's building. She also noted a planning meeting with Jennifer Brown on Thursday October 25, to discuss the Downtown Streetscape project.

Tom Aldrich questioned the West Prospect partial curb installation on the north side of the street and if this is really needed as it is only a partial curb. John Trew said it can be looked at, but for this project, the design has been calculated.

### **Financial Reports:** (Provided by Jenny August)

I will be in Fiscal Officer Training tomorrow all day. My phone will be off, but I will try to check my messages at the lunch break.

- There were **no negative funds**.
- **Cash Summary** report shows no adjustments.
- **Revenues** totaled \$ 192,711 thanks to the 2<sup>nd</sup> half property taxes.
- **We spent** \$150,507 in operating and payroll expenses, which is a pretty average month.
- **Revenue Status-** on track.
- **Appropriation Status-** looking good.
- **The water & sewer and tax software programs balanced** with the UAN and bank.
- **Bank Reconciliation-** There were no adjusting factors.

### **Correspondence:**

- Jenny has a flyer from Ohio Municipal League for their 67<sup>th</sup> annual conference which will be held at the Renaissance Hotel in Columbus. If you are interested, she will make you a copy of the information I received.
- Chelsea is doing her third annual Village of Mantua donation drive for National Hunger & Homelessness Awareness Week. The event will be held Saturday, Nov. 17 from 10:00 am-2:00 pm at the park lodge. Items can also be dropped off at the village hall. She has already gotten several hundred tooth brushes from GUM company.
- ❖ Motion to accept the Financial Reports made by Paula Tubalkain, 2<sup>nd</sup> by Dave Sluka-**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 Ayes**

## Legislation

**ORD. 2018-41** AN ORDINANCE ENACTING SECTION 331.45 OF THE CODIFIED ORDINANCES OF THE VILLAGE OF MANTUA, PROHIBITING DISTRACTED DRIVING, AND DECLARING AN EMERGENCY. *2<sup>nd</sup> Reading*. Paula Tubalkain raised concern over the wording, and that this may create another reason for people to complain.

- ❖ Motion to amend to add the last line in section F that is missing made by Dave Sluka, with a second from Scott Weaver. *All Ayes*

**ORD. 2018-44** AN ORDINANCE ACCEPTING AN EASEMENT FOR STORM SEWER PURPOSES FROM JONATHAN ANGLE AND DECLARING AN EMERGENCY. *3<sup>rd</sup> Reading*

- ❖ Motion to postpone indefinitely by Scott Weaver, 2<sup>nd</sup> by Bob Gaglione – *All Ayes*

**RES. 2018-47** A RESOLUTION STRONGLY URGING THE OHIO GOVERNOR AND MEMBERS OF THE OHIO GENERAL ASSEMBLY TO INVEST THE STATE BUDGET SURPLUS IN MUNICIPALITIES. *2<sup>nd</sup> Reading*

**RES. 2018-48** A RESOLUTION AUTHORIZING CERTAIN FUND TRANSFERS BY THE CLERK-TREASURER BETWEEN THE WATER AND SEWER OPERATING FUNDS AND THEIR RESPECTIVE DEBTS SERVICE RESERVE FUNDS, NECESSARY TO MEET 2019 DEBT SERVICE REQUIREMENTS. *1<sup>st</sup> Reading*

**RES 2018-49** ADOPTION OF 2019 CALENDAR. *1<sup>st</sup> Reading*

**ORD. 2018-50** AN ORDINANCE APPROPRIATING FUNDS TO RUN THE VILLAGE OF MANTUA DURING THE FISCAL YEAR ENDING DECEMBER 31, 2019. *1<sup>ST</sup> READING*

A workshop has been scheduled for November 20<sup>th</sup>, 6:00 pm for appropriation of funds for fiscal year 2019. The Mayor said we need to amend page 8 and add in appropriations for the 4202 fund since High St. project will not be completed this year.

- ❖ Motion to amend appropriations by Paula Tubalkain – 2<sup>nd</sup> by Bob Gaglione – *All Ayes*

**ORD. 2018-51** AN ORDINANCE AUTHORIZING A CONTRACT WITH THE PORTAGE COUNTY PUBLIC DEFENDER FOR DEFENSE OF INDIGENT PERSONS CHARGED WITH CRIMINAL OFFENSES UNDER VILLAGE ORDINANCES AND DECLARING AN EMERGENCY. *1<sup>st</sup> Reading*

- ❖ Motion to suspend the rules by Scott Weaver, seconded by Marty Hura. All ayes.
- ❖ Motion to approve by Scott Weaver, seconded by Dave Sluka. All ayes.

**ORD. 2018-52** AN ORDINANCE ENACTING SECTION 4.9 OF THE VILLAGE OF MANTUA EMPLOYEE HANDBOOK IN ORDER TO ESTABLISH A CREDIT CARD POLICY COMPLIANT WITH NEWLY ENACTED PROVISIONS OF THE OHIO REVISED CODE. *1<sup>st</sup> Reading*

**RES. 2018-53** A RESOLUTION AUTHORIZING THE MAYOR AND CLERK-TREASURER

TO PREPARE AND SUBMIT APPLICATION MATERIALS TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT PROGRAM, TO EXECUTE FURTHER AGREEMENTS AS REQUIRED, AND DECLARING AN EMERGENCY. *1<sup>st</sup> Reading*

- ❖ Motion to suspend the rules by Scott Weaver, seconded by Dave Sluka. All ayes.
- ❖ Motion to approve by Dave Sluka, seconded by Bob Gaglione. All ayes on vote.

**ORD. 2018-54** ORDINANCE AMENDING SECTION 351.99 OF THE CODIFIED ORDINANCES OF THE VILLAGE OF MANTUA, RELATING TO PENALTIES FOR PARKING VIOLATIONS. *1<sup>st</sup> Reading*

**ORD. 2018-55** AN ORDINANCE AMENDING CHAPTER 721 OF THE CODIFIED ORDINANCES OF THE VILLAGE OF MANTUA RELATING TO PEDDLERS, SOLICITORS AND CANVASSERS. *1<sup>st</sup> Reading*

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

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

Trick or Treat is Wednesday, October 31 from 6 – 8 pm in the village. Out of safety concerns, West Prospect to Elm will be closed down completely during these times.

There is more work to be done on the 911 routers

University Hospitals would like to provide our police vehicles with AEDs and train our officers on proper use.

A grant was received for bullet proof vests

Chief Urso asked Council to approve promoting Auxiliary Officer Eric Dunn to part time status

- ❖ Motion to make Eric Dunn a part time officer by Scott Weaver, seconded by Marty Hura. All ayes on vote.

#### **Village Administrator Report**

September 20<sup>th</sup> – Attended the Policy Board meeting in Akron of AMATS

And reviewed cemetery issues with Marty

September 21<sup>st</sup> – Reviewed the budget with Jenny

September 24<sup>th</sup> – There was much correspondence back and forth with CT Consultants for the West Prospect Project. Continued monitoring

Buchert Park Trail paved and backfilled

October 4<sup>th</sup> – Interview with County Commissioners to be their Small Village Representative of the Technical Advisory Board to AMATS

October 5<sup>th</sup> – Attended the annual meeting of AMATS in Cuyahoga Falls, Ohio

October 10<sup>th</sup> – Met with CT to discuss planning matters in regards to plants and projects

October 11<sup>th</sup> – Met with DMRC liaison committee

October 12<sup>th</sup> – Had to get a background check and finger printed to accept the Small Villages position on the Technical Advisory Board of AMATS for the County

October 15<sup>th</sup> – Toured the water and wastewater plants with a few council members.

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

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

Portage County Utility negotiations meeting was held on October 10<sup>th</sup>

Jennifer Brown has been working with DMRC and the Village on long-term planning goals

Ohio Edison has agreed to move the pole at Orchard Street at no charge

### ***Capital Projects***

*West Prospect Street Drainage Improvements* appear to be on schedule. The contingency allowance amount in the contract will be needed and additional funds are available in the OPWC Agreement as the bids came in less than the estimated cost. We are working with the Village Administrator to have village forces do some work to utilize the local In-Kind funds

*Buchert Park Walking Trail* – completing closeout and ODNR reimbursement

*High Street Pavement and Waterline* – options were reviewed by the Service Committee

Council action is requested as the project is beyond the OPWC completion date and the remaining loan balance is subject to withdraw if work does not proceed.

*Water Reservoir*- Legislation is requested to endorse the Mayor's application to OPWC for funding the \$300,000 grant and \$150,000 (0.0%) loan. Tentative bid date of June 2019

*Water System Computer Model* - The findings and recommendations were reviewed with the Service Committee.

*Asset Management Plan* – A list of tasks was prepared and discussed with the Service Committee. Suggestion was made to work with Portage County to complete it. CT will help the Village with funding their responsibility

### **Committees**

#### **Bob Gaglione Planning and Fire Board:**

Planning has been discussing the Orchard Street improvements and utility pole relocation, rental inspection program, and Mats Road Bridge

Fire Board covered insurance, full time contracts, and full time position interviews

#### **Marty Hura for Parks and Shade Tree:**

Shade Tree will address tree removals/trimming during school breaks so as not to disrupt traffic

The Parks are improving and looking good.

The Mayor noted that all but one of the residents have responded to the letters sent out regarding trees that need attention in the Village. This will be addressed during school breaks so that we do not disrupt bus traffic

#### **Mayor Clark for Cemetery:**

The doors to the mausoleum will be replaced in the future. The mums have been put in place.

Tom Aldrich is working on locating two more benches to match existing.

#### **Paula Tubalkain for Portage County Regional Planning, and Board of Zoning Appeals:**

A 1960's map of Mantua was discovered. She will arrange for Council to view it to decide if they want it or if it should be donated to the Historical Society

#### **Dave Sluka Safety and Finance:**

Safety – Two Police vehicles are soon to be paid off. The school’s safety evaluations will be scheduled.

Finance – Need to address the water and sewer billing anomalies and find a solution. The water and sewer plant tour with John was informative. We are considering options for the Tax Administrator duties and looking into a 3<sup>rd</sup> party organization or possibly Rita.

**New and Other Business**

Mayor Clark noted that an example sheet is available that shows what a 15% compounded increase in water and sewer rates would look like

Dave Sluka discussed the progress of the new condominium development on the former site of the Board of Education offices.

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

(NA)

**Adjournment**

❖ Motion to adjourn at 8:07 pm made by Dave Sluka, 2<sup>nd</sup> by Scott Weaver -**All Ayes**

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Mayor Linda Clark

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Administrative Assistant Marty Fergus