

COUNCIL WORKSHOP FOR THE 2017 APPROPRIATIONS

October 17th, 2017 at 6:01 pm

Roll Call: Paula Tubalkain, Marty Hura, Bob Gaglione, John Clark, Ben Prescott, Giles Seith arrived at 6:06.

Others Present: Mayor Linda Clark; Clerk-Treasurer, Jenny August; Police Chief, Harry Buchert; Bruce Rininger, Village Administrator, Administrative Assistant, Chelsea Gregor.

Citizens: Joe & Andrea Urso

Discussion: 2018 Appropriations

Paula asked if Shade Tree fund should appropriate money to replace trees that are being taken down. Marty said it should but most of the trees are the property owner's responsibility. Mayor Clark said we should be, but we don't have the funds to do it. John said we have looked at certain types of trees that don't get so big that the utility companies have to chop them up around the wires. Paula said if we don't start addressing it, the residents may start planting trees such as large maples that are not what we have in mind as replacement trees.

Paula said under General Fund revenues tax revenues there is a big jump from prior years. Jenny said that is because we have done away with the bond, therefore all of the tax revenues will go in General fund. However, an amendment will need to be made so that the debt amount that was being transferred from General Fund into the Village Hall Note Retirement fund will just be deposited right into the Village Hall Note Retirement fund. This will eliminate the additional step of depositing into General Fund and then transferring. We will need to change the General Fund Real Estate revenue line to \$3500. Then in Village Hall Note Retirement fund we would change the transfers in to say Real Estate Tax Revenues.

Paula noted that Municipal Income tax revenue is showing a decrease. Jenny said we are closer to the actual amount from 2015. In 2016 we had a lot of tax money that came to us by mistake that we had to refund.

Paula asked if we have money appropriated for a dog park. There is nothing in Park Improvement. Mayor Clark said Council has not approved anything yet, and also if a plan comes forward, Buckeye might make a donation. Jenny said there is a little bit of revenue coming into the Park Improvement fund now from rentals.

Paula asked about appropriating money to look at filming the storm sewer and sanitary sewer lines. Linda said we have been talking about storm sewer management fees which would help us get funds to do this. Paula said this was a big priority in our grant

workshop meeting. Linda said since we don't have a storm sewer fund, it would have to come out of General Fund or Streets. Paula said we need to start planning for this.

Paula asked about the floor being replaced in the Police Dept. Harry said we may have to address it when we know what the carryovers are. It could be up to \$7500.

Harry said we might need to increase Police Capital fund 4902 equipment by \$5,000 for a new computer and dispatch chairs.

Jenny said we are going to start paying on the Ohio Drilling work next year. We will need to add \$20,000 to water operating. Bruce is hopeful that it won't be that much.

Jenny said we need to increase the Permissive Fund 2101 appropriations by \$25,000 for the West Prospect St. OPWC Round 32. Linda said the legislation says \$125,000 cash match. Not all of that can come from the road levy fund.

Motion to adjourn at 6:37 by Bob Gaglione, 2nd by Ben Prescott. All ayes on vote.

Mayor, Linda Clark

Clerk Treasurer, Jenny August

**REGULAR COUNCIL MEETING
MINUTES
October 17th, 2017
7:00 p.m.**

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

Roll Call: John Clark, Marty Hura, Ben Prescott, Paula Tubalkain, Bob Gaglione and Giles Seith

Other Village Personnel: Mayor Linda Clark; Clerk-Treasurer, Jenny August; Village Solicitor, Michele Stuck; Police Chief Harry Buchert; Village Administrator Bruce Rininger; Administrative Assistant Chelsea Gregor

Citizens Present: Roy Peck, Dave Sluka, Lois Summerlin, Joe Urso, Andrea Urso and Stacy Turner of the Villager

Moment of Silence: Larry Cutlip, Bob Roosa, and Tom Coffman

Approval of Minutes:

- ❖ Motion to accept the minutes from the September 19th Council meeting minutes by Ben Prescott, 2nd by Paula Tubalkain- **Ben Prescott, Paula Tubalkain, Giles Seith, Bob Gaglione- Ayes- Marty and John Abstained**
- ❖ Motion to accept the minutes from the September 21st Emergency Council meeting minutes by Paula Tubalkain, 2nd by Ben Prescott- **Ben Prescott, Paula Tubalkain, Giles Seith, Bob Gaglione- Ayes- Marty and John Abstained**
- ❖ Motion to accept the minutes from the September 25th Emergency Council meeting minutes by Ben Prescott, 2nd by Paula Tubalkain- **Ben Prescott, Paula Tubalkain, Giles Seith, Bob Gaglione- Ayes- Marty and John Abstained**
- ❖ Motion to accept the minutes from the October 11th Grant Workshop meeting minutes by Paula Tubalkain, 2nd by Marty Hura- **Paula Tubalkain, Giles Seith, Bob Gaglione, Marty Hura, John Clark- Ayes- Ben Prescott Abstained**

Mayor's Report:

The Mayor wanted to thank Bruce, the Chief and Jenny for keeping things running smoothly while she was on vacation. She also said they all did a great job including their employees.

The Mill Street connector trail should be completed in a week or so depending on the weather.

The High Street paving and waterline project (round 30 OPWC) paving and striping is complete.

Some water line items still need completion.

The Mayor and Brian are working with ODOT out of Columbus for funding on East Prospect (from Main to East High) from Jobs and Commerce. Paving, curbing, catch basins. They are also reworking the estimate.

There is legislation on round 32, West Prospect, starting at West High St. and going east, to repair and replace storm sewers and pave hopefully as far as Elm St. next year. Brian Rogers contacted Mike Collins from Portage County Engineers there is no extra loan money available.

The Village has a new editor for Mantua Matters, Andrea Urso. She would like to get the first quarterly issue out by December 1st. The email address is [mantuamatters2@aol.com](mailto:mantumatters2@aol.com). The Mayor requested to please get any articles you would like to have put in the paper by November 15th.

Special Events- The first one has already passed. It was the Wine & Walk which took place last Saturday. There is no need to vote since it has already taken place.

Frost Glass in conjunction with DMRC would like to have the annual autumn Arts & Ales event to be held at 4625 High St. on November 17 and 18.

- ❖ Motion to approve the special event by Paula Tubalkain, seconded by Ben Prescott. All ayes on vote.

Chelsea Gregor is putting together two events that will be held at the park lodge. The first is a free spaghetti dinner for veterans and their families on Nov. 9th. The second event is a donation drive for the needy and homeless for food and toiletries also to be held at the park lodge on November 18th. We would like to wave the lodge rental fee for Chelsea for these two events.

- ❖ Motion to allow Chelsea to use the park lodge at no charge on 11/9 for the veteran's spaghetti dinner by Marty Hura with a second by Ben Prescott. All ayes on vote.
- ❖ Motion to allow Chelsea to use the park lodge at no charge on 11/18 for the donation drive by Giles Seith with a second by Ben Prescott. All ayes on vote.

Citizens:

Lois Summerlin asked Council about the 15% water and sewer increase. She was concerned and asked if it would be reviewed annually, and said otherwise families won't be able to afford their water bills and it will effect house sales. Council said that the increase can be reviewed annually.

Financial Reports:

Jenny said she will be in training for Village Clerk-Treasurers all day on October 24th. The Local Gov't Officials Conference is on March 22 & 23, with Public Records training on Wed. March 21 in the evening. She will be making arrangements for the new Council members to attend as well as herself. The monthly financial reports.

- There were **no negative funds** during September, but funds were \$8,000 short on the debt transfer for sewer.
- **Cash Summary** report shows no adjustments.
- **Revenues** totaled \$ 117,644.
- **We spent** \$110,509 in operating and payroll expenses.
- **Revenue Status**- We are on track in most funds.
- **Appropriation Status**- looking good.
- **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.

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

Correspondence:

Jenny has been receiving a lot of correspondence, almost daily, regarding the municipal income tax reform. Michele is getting the same emails and can let us know if and when she thinks we need to take any action.

Mayor Clark said Spectrum has taken over Time Warner Cable and increases are outrageous and they are wanting everyone to buy their boxes. She is planning to send Senator Ecklund a letter to see if he can do anything about this. Giles said they have a monopoly.

Our residential electric aggregate is up on May of 2018. We will be meeting to see if we should renew our aggregation again.

Bills of Resolution, Addendum Bills of Resolution

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

Legislation

ORD. 2017-38 AN ORDINANCE APPROPRIATING FUNDS TO RUN THE VILLAGE OF MANTUA DURING THE FISCAL YEAR ENDING DECEMBER 31, 2018. 2nd Reading.

As a result of the workshop held just prior to tonight's meeting, Council is recommending a few amendments:

- Change General Fund 1000 Real Estate Tax Revenues to \$3500
- Change Village Hall Gov't Center 3401 to say Real Estate Tax Revenues instead of transfers in.
- Add \$5000 to Police Capital 4902 for equipment
- Add \$20,000 to Water Operating fund 5101 for contractual services
- Add \$25,000 to Permissive fund 2101 for the W. Prospect St. project.

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

RES. 2017-40 A RESOLUTION AUTHORIZING CERTAIN FUND TRANSFERS BY THE CLERK-TREASURER BETWEEN THE WATER AND SEWER OPERATING FUNDS AND THEIR RESPECTIVE DEBT SERVICE RESERVE FUNDS, NECESSARY TO MEET 2018 DEBT SERVICE REQUIREMENTS. 1st Reading. There was no discussion.

RES. 2017-41 ADOPTION OF 2018 CALENDAR. 1st Reading. There was no discussion.

RES. 2017-42 A RESOLUTION AUTHORIZING MODIFICATION OF THE PLAN OF EMPLOYEE VISION, DENTAL AND LIFE INSURANCE COVERAGE AND DECLARING AN EMERGENCY. 1st Reading.

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

ORD. 2017-43 AN ORDINANCE AMENDING SECTION 305.09(b) OF THE CODIFIED ORDINANCES OF THE VILLAGE OF MANTUA, IN ORDER TO CLARIFY PARKING ON EAST PROSPECT STREET. 1st Reading.

The maximum length of truck parking was brought up. The Chief said he'll bring it to Safety.

RES. 2017-44 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. *1st Reading.*

Paper work for round 32 W. Prospect paving.

Ben said that he thought the engineering fees were steep for CT consultants. The Mayor said that finance can review for a different engineering firm.

- ❖ Motion to suspend the rules made by Paula Tubalkain, 2nd by Ben Prescott -**All Ayes**
- ❖ Motion to approve by Ben Prescott, 2nd by John Clark-**All Ayes**

Department Heads and Village Engineer

Police Chief Buchert:

The next Safety meeting is November 1st at 6pm.

Devon Brown was sworn in as a part-time officer.

Trick-or-Treating will be October 31st from 5:30-7:30.

The snake dance is tomorrow night. The band will start at 7:30 and be back at the school by 8pm.

Village Administrator:

Bruce will schedule an appointment with wiring unlimited.

Bruce met with the EPA 3 weeks ago and went over the sanitary survey. Pic of hatch on reservoir.

Manganese is changing to a health concern on the same level as lead and copper.

There is a meeting Friday with the County.

Herald St. is finished up with the lift rings.

There is another water leak in the park and so the water is shut off for the rest of the season.

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

Committees

John Clark for Service and Fire Board:

The Fire Department is still waiting on the new squad. They are hoping it will be finished within the next 4-6 weeks.

They are still trying to get quotes for new insurance. John and the Board met with the Villages insurance representative, Debbie Boop. John said it sounded promising.

Bob Gaglione for Planning:

Planning met at 6:30 where they approved the minutes and went over the zoning inspectors report. They also discussed satellite dishes.

Marty Hura for Parks and Shade Tree:

Parks and Shade Tree meeting is tomorrow.

Kent State students and a representative from the DMRC will be in attendance to discuss the plans for a future dog park as soon as water is available to the location.

Mayor Clark for Cemetery, and Board of Zoning Appeals:

There were no BZA meetings.

The Cemetery Board went over the changes that they would like to make to the codified ordinances, and it is being sent over to make new legislation.

Ben Prescott for Portage County Regional Planning: Nothing to report

Paula Tubalkain for Finance:

Debbie Boop gave a presentation discussing the opportunity to change to Guardian insurance which would cover dental, vision and life insurance.

Giles for Safety:

Giles said the Chief covered it.

New and Other Business

John spoke to Council and said that he has filled out the paperwork to retire. He said that he will have to withdraw his name from the ballot and that his last day on Council will be December 31st, 2017. He added that even though he will no longer be on Council, he will still remain an active member of the community and will continue to help out.

John brought up a comment he read for the Sound Off in the Record Courtier. The commenter had several negative things to say about Mantua, which John explained was part of the problem and not the solution. One of the comments was about the water and sewer rate increase. John stated that the increase is not only a necessity which has to play catch up and make up for increases which should have been made sooner, but with pointing out that a recent water pipe break revealed a date stamped on the broken pipe to be from 1902. John referred back to the commenter who referred to the roads, to which he clarified that the Village has been actively and eagerly seeking grant matches to make the most of the \$75,000 in road levy money the Village receives per year. He stated that more roads have been paved in the Village in the last 18 months than in years prior.

- ❖ Motion to ask Council to approve to put an ad in the paper to advertise letters of interest for a seat on Council to be submitted by December 15th, 2017 by Ben Prescott, 2nd by Bob Gaglione-
All Ayes

Anything else that may properly come before Council

There is a JEDD workshop in Shalersville tomorrow in the Trustee Chambers with Brad Cromes at 7:30pm.

Adjournment

- ❖ Motion to adjourn at 7:50pm made by Ben Prescott, 2nd by Marty Hura -**All Ayes**

Mayor Linda Clark

Administrative Assistant Chelsea Gregor