

SPECIAL BID OPENING MEETING

November 15, 2016 at 6:30 pm

Roll Call: No Council members present at roll call.

Others Present : Mayor Linda Clark; Clerk-Treasurer, Jenny August; Solicitor, Michele Stuck.

Others Present: Sarah Matthews with Rumpke, Don Johnson with Kimble, and Vince Crawford with Waste Management.

Topic of Discussion:

Mayor Clark said this is the bid opening for the trash and recycling service contract that will commence on January 1, 2016. Three bids were submitted. The bids were Rumpke, Kimble and Waste Management. The Village Solicitor opened the bids and read them aloud. The Clerk-Treasurer recorded them on a bid tabulation sheet (attached).

Mayor Clark noted that Council has legislation at the regular meeting to award the contract to the best bid. First reading will be at the regular Council meeting that is to follow this meeting tonight.

Mayor Clark closed the bid opening meeting at 7:13 pm

Mayor, Linda Clark

Clerk Treasurer, Jenny August

REGULAR COUNCIL MEETING
MINUTES
November 15th, 2016
7:00 p.m.

Mayor Clark called the meeting to order at 7:13pm and led the Pledge of Allegiance.

Roll Call: John Clark, Marty Hura, Paul Janson, Ben Prescott, Paula Tubalkain and Giles Seith

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

Citizens Present: Bob Gaglione, Jen Sobczak, Bob MacLearie, Gary Menteer, Katherine Holmok, Jessica Glowczewski, Dean Olson, Doug Hershman, Pam Holliday, Brian Perkins, Ken Crisp, Matt Merchant of the Record Courtier and Stacy Turner of the Villager

Approval of Minutes:

- ❖ Motion to accept the minutes from the regular October 18th Council meeting made by Marty Hura, 2nd by John Clark-**All Ayes, Giles & Ben Abstained**
- ❖ Motion to accept the Appropriation Workshop minutes of October 18th at 6:00pm made by John Clark, 2nd by Paul Janson-**All Ayes, Giles & Ben Abstained**
- ❖ Motion to accept the special Council meeting minutes from October 25th made by John Clark, 2nd by Paul Janson-**All Ayes, Giles Abstained**

Mayor's Report:

The Mayor mentioned that there was an article about NOPEC and FirstEnergy Solutions negotiations about their agreement on the electric aggregation. Benjamin Rich, the Villages account manager for FirstEnergy had this to say "As your FirstEnergy Solutions Government Aggregation representative, I wanted to let you know that the outcome of this negotiation has no impact on your community or our commitment to serving Mantua's electric needs". The Village has had door knockers trying to sell the residents' on a new better rate plan. Mantua Village is not a NOPEC member. In 2010 the Village of Mantua signed an agreement with FirstEnergy Solutions. It runs from 2010 through May of 2019 for Village residents that choose not to opt-out. Our resident's received 6% off the current electric rate and businesses receive 4%. As long that they choose to stay in the program. Every 3 years residents have a chance to opt-out if they want.

On October 26, 2016 the Village received notification from Mr. Hammond's that the Village did not receive the ODNR RTP funding for the McDonald's trail extension. The Mayor contacted Regional Planning to let them know, since they wrote this grant. They want to resubmit after they have a chance to review. The Mayor advised them that once they are done reviewing to contact her and they will discuss it and then bring it before Council before moving forward with anything.

The Mayor attended the last DMRC meeting and they have applied for a grant with State Farm for \$36,000.00 for lighting on the south end of town. She has not seen a copy of the grant to give any details as to what was included on the grant, such as, lights, wiring, meters, meter hookups and who gets bill for the electric used.

The Portage County Health department and PCWR have teamed up to identify potential failing home sewer systems in the area. The following criteria are to be evaluated, age of home, size of lot, single or multi family, etc. They are asking for the Village to get them information on the service addresses on the public system and addresses on home sewage treatment in the Village.

The Mayor requested an approval of a Special Event Form for the Turkey Trot on 11/24/16.

- ❖ Motion to approve the Turkey Trot by Ben Prescott, 2nd by Paul Janson-**All Ayes**

Citizens:

Katherine Holmok and Jessica Glowczewski - Watershed Management Plan

Katherine and Jessica handed out an information sheet and spoke to Council about a watershed based plan that identifies quality issues for potential funding and grants. The Mayor informed them that she had already marked off areas of issue in Mantua at the FEMA meeting and that it would be beneficial for them to contact FEMA. Currently, Ohio is not in compliance with federal programs for watershed planning and there is a living document to add places of issue to help create a cleaner watershed.

Dean Olson- Soap Box Derby

Dean started off by thanking the Village for all their help and assistance that they have given during their annual Portage County Soap Box Derby Race. Dean then addressed some issues concerning the Soap Box Derby building that they are leasing from the Village. He stated that the roof was in need of some attention and that he would replace any missing shingles, or pieces, and would make sure that there were not any leaks. So far he was not able to find any. There are some missing pieces on the soffits, fascia and the front and back where birds sometimes find their way into the building. He said that they would be happy to repair and paint those areas to match. The Soap Box Committee are happy with the building as it is, but would like to add a 4 ft. door that they could easily put in their soap box cars. This would include moving some electrical boxes over and they would pay for all the renovations.

- ❖ Motion to approve the changes to the Soap Box building by Ben Prescott, 2nd by Giles Seith-**All Ayes**

Dean Olson and Brian Perkins- Mantua Potato Fest Committee

Dean was excited to relay that there is some new blood in the Potato Fest Committee which means new ideas. He reminisced and shared stories stating that the Potato Fest used to be a big deal, with potato wrestling for example, but has seen a slump in the past 6 years. This year they have decided to go big and go for a Guinness Book World Record Pierogi that would most likely be potato and cheese. The funds needed to bring Guinness Book out would be \$10,000 so lots of fundraising is required. Dean said that they will try to work with Maplewood and culinary programs to get assistance in making the pierogi.

Brian Perkins introduced himself as the new Potato Fest Chairperson. The festival committee has landed a ride contract for next year with Nolan concessions. They are also working on bringing back the history of the Potato Festival.

The Mayor had a special event form for the Potato Festival from September 4th through September 11th. The Chief has the insurance that will be attached.

- ❖ Motion to accept the special event form by Ben Prescott, 2nd by Marty Hura-**All Aye**

Financial Reports

- There were no negative funds in October, but the sewer fund ended the month with less than \$1,000 and we were \$5,000 short on the monthly transfers. We are waiting on the county check to make this up. I am anticipating that we will need a transfer in December.
- We received **\$155,869** in revenues.
- We spent **\$53,228 in** operating expenses. Payroll expenses were **\$59,178**
- Revenue Status- Looking good everywhere except water and sewer.
- Appropriation Status- Looking good.
- The water & sewer and the tax software programs balanced with the UAN and bank.
- There were no adjusting factors on the bank reconciliation.

❖ Motion to approve the Financial Reports made by Ben Prescott, 2nd by Paul Janson-**All Ayes**

Correspondence:

Shalersville Township invited all of the Mantua village administration, committee's and Employees along with a guest to their annual holiday party on Dec. 3rd at 6:00 pm at Shalersville township hall. They ask that you bring a side dish or dessert to share. As always, the Shalersville Trustees provide the main meat dish, beverages, and paper products. They ask that the Village RSVP, and Jenny can get contact information if anyone is able to attend.

Jenny also wanted to mention that Chelsea has coordinated the 1st annual Mantua Village food and toiletry donation drive in recognition of National Hunger and Homelessness Awareness week which is the week before Thanksgiving every year. She will be collecting donations at the park lodge this Saturday, November 19th from 10:00-3:00. Donations are also accepted downstairs any time the office is open. All food donations will be given to the 4C's and the toiletries will be given to the Center of Hope which provides showers and toiletry items to the homeless. Jenny said "We can be very proud of the effort that she has put into this, contacting big companies for donations. She got a shipment of 200 toothbrushes this week from a major manufacturer."

Bills of Resolution, Addendum Bills of Resolution

John stated that under "Service Department Park Rental Refunds" that the \$450 should be slid over one column.

- ❖ Motion to approve the amendment made by Ben Prescott, 2nd by Marty Hura-**All Ayes**
- ❖ Motion to approve as amended by Ben Prescott, 2nd by Marty Hura-**All Ayes**

Legislation

ORD. 2016-49 AN ORDINANCE APPROPRIATING FUNDS TO RUN THE VILLAGE OF MANTUA DURING THE FISCAL YEAR ENDING DECEMBER 31, 2017. 3rd Reading.

❖ Motion to approve by Ben Prescott, 2nd by Marty Hura-**All Ayes**

ORD. 2016-51 ADOPTION OF 2017 CALENDAR. 3rd Reading

❖ Motion to approve by Ben Prescott, 2nd by Marty Hura-**All Ayes**

RES. 2016-54 A RESOLUTION DECLARING IT NECESSARY TO LEVY AN ADDITIONAL TAX UPON THE REAL PROPERTY WITHIN THE VILLAGE OF MANTUA FOR THE MAINTENANCE AND OPERATION OF THE MANTUA HILLSIDE CEMETERY, AND REQUESTING THE PORTAGE COUNTY AUDITOR TO CERTIFY THE TOTAL TAX VALUATION OF THE VILLAGE AND THE DOLLAR AMOUNT OF REVENUE THAT WOULD BE GENERATED BY THIS NEW LEVY, PURSUANT TO OHIO REVISED CODE SECTIONS 5705.03, 5705.19(T) AND 5705.191, AND DECLARING AN EMERGENCY. *1st Reading.*

On a 1.0, this levy would generate about \$20,000 and the cost to our homeowners would be about \$35 a year based on a \$100,000 home.

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

RES. 2016-55 A RESOLUTION GRANTING CONSENT TO THE OHIO DIRECTOR OF TRANSPORTATION TO COMPLETE PROJECT ID # 102554, BRIDGE INSPECTION PROGRAM SERVICES. *1st Reading.*

This is for the state to do bridge inspections and is no charge to the Village.

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

RES. 2016-56 A RESOLUTION RATIFYING THE VILLAGE OF MANTUA'S APPLICATION FOR DIESEL EMISSION REDUCTION GRANT FUNDS AND COMMITTING TO PROVIDE LOCAL MATCHING FUNDS IF GRANT FUNDING IS AWARDED, AND DECLARING AN EMERGENCY. *1st Reading.*

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

ORD. 2016-57 AN ORDINANCE AMENDING SECTION 2.3(B) OF THE VILLAGE OF MANTUA EMPLOYEE HANDBOOK RELATING TO COMMERCIAL DRIVER LICENSES. *1st Reading.*

This states that it is up to the Village Administrators discretion for a driver to acquire a CDL.

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

ORD. 2016-58 AN ORDINANCE AMENDING VILLAGE OF MANTUA CODIFIED ORDINANCE SECTION 941.18 RELATING TO ACCESS TO WATER METERS. *1st Reading.*

Giles stated that no one has come to inspect his meter to make sure that the inside meter reads the same as his outside meter. The Service department is working hard to make progress in receiving actual reads from residents who do not have working outside meter remotes.

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

ORD. 2016-59 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.*

This is an annual form that the Village turns in. After the Village submits the budget to the County Auditor, the budget commission approves it and then they send back their approval plus the amounts of rates and taxes.

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

ORD. 2016-60 AN ORDINANCE FINDING THE BID OF KIMBLE COMPANIES WITHOUT FUEL SURCHARGE, FOR THE EXCLUSIVE PROVISION OF RESIDENTIAL CURBSIDE RECYCLING AND TRASH SERVICES WITHIN THE VILLAGE, TO BE THE LOWEST AND BEST BID SUBMITTED, AUTHORIZING THE MAOR TO ENTER INTO A CONTRACTUAL AGREEMENT WITH SAID BIDDER, AND DECLARING AN EMERGENCY. *1st Reading.*

Open bid decision will be made Tuesday November 22nd at 6pm

Department Heads and Village Engineer

Police Sargent Joe Urso-

The Crestwood Middle School Guidance Counselor received Counselor of the Year for the state of Ohio. Before she was to leave to go to the special ceremony in Columbus, the students snuck out into the hallway to do a "clap out" and Sargent Urso escorted her down the hall and provided a service to get her to Mantua Center Rd. so she could be on her way with her family to Columbus. He received a very nice thank you letter for his services.

Effective that day the Village of Mantua is no longer dispatching for the Hiram Fire Department or Police Department.

The tentative date for the fiber optic connection is December 8th.

One of our officers is taking a leave of absence for about 4-6 months.

One of the dispatchers might be leaving for a full time employment in Geauga County.

The next Safety meeting will be Wednesday December 7th at 6pm.

Sargent Urso had a purchase requisition that has already been run by Safety for the purchase of 3 new computers. One for the patrol office, one for the dispatch area and one for the Sargent Lieutenants office. There is a quote for \$4,083.09, which will come out of the police capital.

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

Village Administrator:

The fountain has been taken down and the park and cemetery have been winterized. Service has been getting the plow ready for the pending snow.

Paving is almost finished on High St. and then in the spring the permanent stripe will be put on.

The 3 property owners of the Pioneer Trail sewer tie in have been notified and will be invited to the Service meeting on December 6th at 6pm.

Service is done with brush pick up but will still be picking up leaves and will be decorating the mini park.

Bruce explained that the Service department has been working diligently to get more frequent meter reads from residents who do not have working outside remotes and to get past due balances paid so that people do not have their water shut off.

Bruce figured out the Stamm tap in fee and asked Council to approve it for \$2,000 from \$7,460 since they contribute so much to help the Village of Mantua.

❖ Motion to approve the tap in fee by Paul Janson, 2nd by Ben Prescott-All Ayes, Paula Abstained

Village Engineer from C.T. Consultants:

Rich has made progress on the subdivision regulations and said he will have them next month.

There was an interference with paving and so construction has been suspended in the area where there were unknown pipes found under the pavement near Buckeye Pipeline.

Rich has been working on a crosswalk area for the Mill St. connector. Marty will check with Parks to see if they are willing to do a joint meeting with Service to talk about the crosswalk.

The final deliverable for the master park plan is finished and will be delivered this week.

Lastly, Rich brought the Utility Rate Analysis and explain that it will help the Village make plans for maintenance and future plans regarding the water and sewer systems.

Committees

John Clark for Service and Fire Board:

Gas vs. liquid is on hold to do more studies to find out the cost effectiveness.

Fireboard is close to approving the full time contract for the full time fire fighters and have looked at the health insurance for the full time fire fighters.

Marty Hura for Parks and Shade Tree:

Breakaway excursions gave a presentation at the last parks meeting.

They also talked about the park improvement map.

Bruce is almost done with the Tree City application.

Mayor Clark for Planning, Cemetery, and Board of Zoning Appeals:

Signage has been started.

Michele will be invited to planning to talk about pod and containers, along with talking about the regulations of marijuana and sub division regulations. *Chair person*

Randy will no longer be able to be ~~on~~ the Planning committee and will be replaced by Bob Gaglione.

There is a BZA hearing Thursday November 17th at 7pm.

Ben Prescott for Portage County Regional Planning:

Regional Planning is still working on subdivision regulations and on parks collaboration.

The next Parks Collaboration meeting will be December 8th.

Paula Tubalkain for Finance:

The levy for the cemetery will be moved forward to help with improvements.

Research is still going into looking into refinancing the Village Hall to get a better rate.

A change is being proposed to change the employee handbook that would incorporate the federal per diem rates to cover travel expenses. Food and hotel has been set at a standard rate, but prices fluctuate depending on the location and this would help establish more realistic costs.

Giles for Safety: Giles said that Halloween was a great success and how nice it was that the Police Department handed out candy. Great Job!

New and Other Business

Anything else that may properly come before Council

Executive Session if needed-Not needed

Adjournment

- ❖ Motion to adjourn at 9:00pm made by Ben Prescott, 2nd by Paula Tubalkain-**All Ayes**

Mayor Linda Clark

Administrative Assistant Chelsea Gregor