

**Village of Mantua
Regular Council Meeting**

December 18, 2012

Mayor Clark called the meeting to order at 7:00 p.m. and led the pledge of Allegiance. Linda asked everyone to remain standing for a moment of silence to remember the families of the tragedy in Newtown, Connecticut and asked that cell phones be turned off or put to vibrate.

Roll Call: Ben Prescott, Bill Zoller, Giles Seith, Paul Janson, Marty Hura.

Others Present: Mayor Linda Clark, Clerk-Treasurer Jenny August, Assistant-Clerk, Susan Skrovan, Village Solicitor Michele Stuck, Police Chief Harry Buchert, Village Administrator Anthony Fiorilli III, Village Engineer Rich Iafelice.

Public: John Clark and Jennifer Sobczak

Motion to excuse Linda Schilling from the meeting made by B. Prescott with a second from M. Hura. All ayes on vote.

Minutes: Motion to approve the regular meeting minutes of November 20, 2012 made by B. Prescott with a second from B. Zoller. All ayes on vote.

Mayors Report: Linda wanted first to report at Safety; there was special recognition to Jennifer Sobczak for all her community service in the Village. The Mayor presented Jennifer with a plaque.

Officer Mike Jones' family has a new baby boy and she congratulated them for his arrival.

The Mayor attended the Christmas Festival on December 1, which was hosted by the Mantua Rotary at the Lutheran Church. Santa was there along with many local vendors. Later that day, she attended a Christmas party hosted by Shalersville Township for both Townships and the Village with 60 people attending.

Police Chief and she met with Tim Snodgrass from the Lutheran Church to discuss coming up with a plan to assist our seniors and to make sure we have people available to help those with drug or other problems. Another meeting will be set up with the Townships, Hiram Village and our Police and Fire Departments.

December 6, the Chamber of Commerce hosted the arrival of Santa Claus at the mini park. We had 47 children with their families attend this year.

On December 10, the Chamber of Commerce hosted a dinner at Jakes for all the area businesses and their employees.

The Mayor also had the privilege of attending a special luncheon on December 15, with four needy families. This was put on by Sgt. Mike Rowe, The American Legion Post #193 and the ladies auxiliary and was hosted by the new owners and staff of The Deck. There were games set up for the twelve children. They went home with many presents of needed items and toys.

The Chief and she have made a decision on their recommendation to Council for the Lieutenants position, which would be effective January 6, 2013. They have chosen Kenneth Justus for the position. Motion to accept the recommendation of Kenneth Justus as Lieutenant effective 1/6/2013 made by B. Zoller with a second from B. Prescott. All ayes on vote.

Mayor Clark thanked everyone who helped her this first year and wished all a Merry Christmas and Happy New Year.

Finance Report: Jenny gave her report as of November 30, 2012. The financial reports have all been sent by e-mail or copied to Council. All funds remain in the black. We have met our revenue goals and our appropriations have almost all been used up.

Motion to approve the financial reports: bank reconciliation, fund status, water/sewer reconciliation, municipal income tax reconciliation, revenue & expenses, cash summary, comparison of budget & actual receipts, comparison of disbursements/encumbrances report and correspondence made by B. Prescott with a second from B. Zoller. All ayes on vote.

Correspondence:

- Ohio EPA sent several notices/letters addressed to the Mayor and Council. Copies have been made and placed in your mailboxes.
- Carl Zeleznik asked Jenny to convey that he was happy he has not heard any negativity with the Village. He had planned on attending the Council meeting; however, his grandson was in a school program and he wanted to attend. He wished everyone a Merry Christmas.

Bills of Resolution:

Motion to approve the Bills of Resolution with addendum for December made by B. Zoller with a second from B. Prescott. Jenny asked Council to take a look at the Hartville Hardware invoice. The Mayor and Bill said it had been decided it would be discussed at Service. Jenny said she is not comfortable with paying this invoice unless Council first approves it. Mayor Clark said Council would be approving it tonight with the bills list. All ayes on vote.

The Mayor brought up that Jenny has several purchase orders which will still be open after bills are paid tomorrow. Linda would ask that Council give Jenny the authority to pay any bills that have purchase orders open which come in now until the end of the year. Motion to approve made by B. Prescott with a second from M. Hura. All ayes on vote.

Legislation:

RESOLUTION 2012-28: A RESOLUTION REPEALING RESOLUTION 2011-37 AND GRANTING CONSENT TO THE OHIO DEPARTMENT OF TRANSPORTATION TO COMMENCE A PROJECT THAT IS EXPECTED TO BEGIN CONSTRUCTION IN FISCAL YEAR 2014. TABLED AT 3rd READING. The Mayor informed Council that she met with DMRC, a property owner and C.T. Consultants to go over the preliminary plans.

ORDINANCE 2012-60: AN ORDINANCE VACATING THE WESTERN PORTION OF COLLEGE STREET BETWEEN MAIN STREET AND ITS WESTERN TERMINUS. TABLED AT 3rd READING. This is just waiting on the survey to be done.

ORDINANCE 2012-71: AN ORDINANCE AMENDING CHAPTER 139 OF THE CODIFIED ORDINANCES OF THE VILLAGE OF MANTUA RELATING TO PART TIME AND AUXILIARY PATROL OFFICERS, AND DECLARING AN EMERGENCY. 1st READING. The Mayor explained this is to have 24/7 police protection through auxiliary and part-time officers. Motion to suspend the rules made by B. Prescott with a second from G. Seith. All ayes on vote. Motion to approve made by B. Zoller with a second from B. Prescott. All ayes on vote. Our Solicitor, Michele, wanted to note that Council must approve all the part-time officer positions. Chief Harry Buchert said they are approving the part-time on the other pay ordinance.

ORDINANCE 2012-72: AN ORDINANCE ESTABLISHING THE CURRENT PAY SCALES AND POSITIONS OF ALL NEWLY-HIRED FULL TIME AND PART TIME EMPLOYEES OF THE VILLAGE OF MANTUA, REPEALING PRIOR INCONSISTENT ORDINANCES, AND DECLARING AN EMERGENCY. 1st READING. Motion to suspend the rules made by B. Prescott with a second from B. Zoller. All ayes on vote. Motion to approve made by B. Prescott with a second from M. Hura. All ayes on vote.

ORDINANCE 2012-73: AN ORDINANCE TO REFLECT THE CURRENT SALARIES AND WAGES OF ALL CURRENT FULL TIME AND PART TIME EMPLOYEES OF THE VILLAGE OF MANTUA TO BE RETROACTIVELY EFFECTIVE DECEMBER 4, 2012, REPEALING ALL PRIOR INCONSISTENT ORDINANCES, AND DECLARING AN EMERGENCY. 1st READING. Harry said there needs to be some amendments made to this. He would recommend that all current auxiliary officers be promoted to part time officer positions. This would affect Ken Justus, who would move up to lieutenant, Paul Maroni, Sandy Prokop, Marty Toukonen, Matt Meyers, Al Gilbert, Mike Jones and Joe Urso. Motion to accept the amendments made by B. Prescott with a second from B. Zoller. All ayes on vote.

Motion to suspend the rules made by B. Prescott with a second from M. Hura. All ayes on vote. Motion to approve as amended made by M. Hura with a second from B. Prescott. All ayes on vote.

ORDINANCE 2012-74: AN ORDINANCE AMENDING SECTION 4.7 (C) OF THE VILLAGE OF MANTUA EMPLOYEE HANDBOOK TO AMEND THE VILLAGE'S POLICY REGARDING UNIFORM ALLOWANCES. 1st READING. The Mayor explained that this is in regards to changing auxiliary to part-time officers and stipulating what their clothing allowance would be. Part-time or auxiliary officer; \$200 per year and after 5 years, it goes to \$300 per year. Motion to suspend the rules made by B. Zoller with a second from B. Prescott. All ayes on vote. Motion to approve made by B. Prescott with a second from B. Zoller. All ayes on vote.

RESOLUTION 2012-75: A RESOLUTION AUTHORIZING THE CLERK-TREASURER OF THE VILLAGE OF MANTUA TO REDUCE THE AMOUNT OF THE SCHEDULED MONTHLY TRANSFER FROM FUND 5201 TO FUND 5702 IN ORDER TO MAKE AVAILABLE APPROPRIATIONS AND FUNDS THAT ARE NEEDED TO MEET PAYROLL AND OPERATIONAL EXPENSES, AND DECLARING AN EMERGENCY. 1st READING. There was discussion that this would need to be amended in Section 1 to say, "for the month of December 2012 only". Jenny said it does say that already. The Mayor said the way the Finance Committee was reading it last night, it was not clear. Paul said if it is already there, we do not need to amend it, it is fine. Motion to suspend the rules made by B. Prescott with a second from B. Zoller. All ayes on vote. Motion to approve made by B. Prescott with a second from M. Hura. All ayes on vote.

ORDINANCE 2012-76: AN ORDINANCE AMENDING VILLAGE OF MANTUA CODIFIED ORDINANCE SECTION 955.01(d) TO ESTABLISH AWNING SETUP AND TAKE DOWN FEES. 1st READING. This pertains to a local funeral home wanting to buy an awning for cremation burials only. There would be a charge of \$75.00 to the funeral home each time.

RESOLUTION 2012-77: A RESOLUTION AUTHORIZING THE VILLAGE ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH THE OHIO DRILLING COMPANY FOR THE CLEANING AND REPAIR OF THE NUMBER TWO WATER WELL, AND DECLARING AN EMERGENCY. 1st READING. Motion to suspend the rules made by B. Zoller with a second from B. Prescott. All ayes on vote. Motion to approve made by B. Prescott with a second from B. Zoller. All ayes on vote.

RESOLUTION 2012-78: 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 2013 DEBT SERVICE REQUIREMENTS, AND DECLARING AN EMERGENCY. 1st READING. Motion to suspend the rules made by B. Zoller with a second from B. Prescott. All ayes on vote. Motion to approve made by B. Prescott with a second from B. Zoller. All ayes on vote.

RESOLUTION 2012-79: ADOPTION OF 2013 CALENDAR, AND DECLARING AN EMERGENCY. 1st READING. Motion to suspend the rules made by B. Prescott with a second from G. Seith. All ayes on vote. Motion to approve made by B. Zoller with a second from B. Prescott. All ayes on vote.

Departmental Reports: Police Chief, Harry Buchert reported that his department has one outstanding purchase order to carry over into next year. The battery ordered for the AED unit in the hallway is still on backorder. We have a used battery from the company at no charge to us that we are using to keep the unit functioning until we can get the permanent battery.

Harry asked if any emergencies come up before the end of the year that Council would approve the issuance of a purchase order and payment by year-end. Council felt they have already done that with the approval of the Clerk to pay any bills between now and year-end.

There is no Safety meeting for December. Harry thanked Council for passing the ordinances on the revisions for the Police Department. He wished everyone a Merry Christmas & Happy New Year.

Harry asked regarding carry-over from 2012 to 2013. Has there been any decision on the excess carryover going into a capital improvement fund. Paul said it was discussed; however, no decision has been made on it yet.

Village Administrator, Anthony Fiorilli III reported that his department would also have a purchase order carry-over to 2013, the tanks that were removed at the Service Garage. The company is backed up on their testing and did not feel they would be finished by year-end.

Anthony asked Council to accept donations from Butch Shultz Jr. for a couple catch basin lids he fabricated and did not charge us and for a couple steel plates he made for the park outhouse. He also did some welding on the forks for our backhoe. The total donation comes to about \$385.00 in materials and labor. Motion to accept the donation made by B. Prescott with a second from M. Hura. B. Zoller abstained, all other ayes on vote.

Anthony thanked Mayor and Council for working with his department so well this past year.

Village Engineer, Rich Iafelice reported the only active project they are involved with at this time is the State Route 44 sidewalk project. He wished everyone Happy Holidays.

Committee Reports:

Shade Tree: Linda Schilling is absent.

Finance: Paul Janson reported we are moving along, things are tight but doing pretty well.

Parks: Marty Hura reported that Safety is safe and the parks are closed. The work at the park is done; we are waiting for approval from the donor. A reminder from the boss that the deadline for Mantua Matters is coming soon. Merry Christmas and a prosperous New Year.

Planning: Mayor Clark reported they are working on signage.

Cemetery: Mayor Clark said the Cemetery Board met last week. They are working on a list of items for next year. She asked Council for their approval regarding the son of one of our resident's who have plots at the cemetery. There was some miscommunication and he has had to have some deeds changed around. At the time, the previous Mayor had told him that the cost would be \$700 for the plot. Shortly thereafter, our prices were increased. The Mayor would ask that Council honor the price given to this man provided that he moves on this purchase as quickly as possible. Motion to honor the price of the plot at \$700 for this one resident made by B. Prescott with a second from B. Zoller. All ayes on vote.

BZA: Mayor Clark reported they could possibly be holding a meeting in January for a hearing and to swear in one member. Donald Schilling's term is expiring; she would ask Council to re-appoint him. Motion to approve the re-appointment of Donald Schilling made by B. Prescott with a second from B. Zoller. All ayes on vote.

Service: Bill Zoller reported that everything is going well; the Service Department is doing a good job. The Village looks very nice. Merry Christmas and Happy New Year.

Safety/Fire Board: Giles Seith reported for the Fire Board. Their meeting was short, which means things must be going well. One of our pump trucks, ten years old, is out for servicing.

New or Other Business: Anthony wanted to bring up recent discussion on a new truck for next year and maybe we could look at the Cemetery Trust to help finance it. The Cemetery Board agreed to look into that and will sit down with Bill and discuss further their options.

The Mayor reported sending a copy of a letter to Ed Swindell with the EPA. The letter was from the Bent Tree condominiums on S.R. 44 regarding their small treatment plant.

There is discussion for them to tie into the Village's system. Council was all in agreement with moving forward. Motion to move forward made by B. Zoller with a second from B. Prescott. All ayes on vote.

The Mayor emailed everyone sample legislation for mutual aid to the Service Department. If Council agrees, Michele could draw up the legislation. Giles felt mutual aid is a "win-win" for everyone. Motion to move forward made by B. Prescott with a second from B. Zoller. All ayes on vote.

Lastly, the Mayor wanted to discuss a resident who has an overabundance of cats. She has been feeding them and now they have multiplied and are causing problems with neighbors and using their yards for litter boxes. The resident is being notified of the problem; however, if Council could approve sending a letter, it might spark more immediate action. Motion to send a letter made by B. Prescott with a second from B. Zoller. All ayes on vote. Harry added that this will need to come to Safety as well.

Citizens:

John Clark wished everyone a Merry Christmas and Happy New Year. He added that he was happy to see a spirit of cooperation this last year and encouraged everyone to keep it up.

Mantua Matters articles are due by January 27, 2013.

Police Chief, Harry Buchert received an email and he read it to Council. It was regarding a mother taking her children to school following the massacre at Newtown Connecticut. They were very reluctant to go to school until they saw our SRO officer at the door. She thanked the Police Department for having him at the school.

~~Bill Zoller asked Harry about his police reports. They are nice to have but it is a lot of paperwork; could we go to a quarterly report or have them sent to us by email. Michele said the reports are on our website. Harry said they will continue to compile a monthly report, just because it is easier to keep track of, but will email it out.~~

Motion to adjourn the meeting at 7:49 p.m. made by B. Prescott with a second from G. Seith. All ayes on vote.

Mayor Linda Clark

Clerk-Treasurer Jenny August