

**REGULAR COUNCIL MEETING  
MINUTES  
December 19<sup>th</sup>, 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 Joe Urso; Village Administrator Bruce Rininger; Administrative Assistant Chelsea Gregor

**Citizens Present:** Dave Sluka, Randy Weaver, John & Ashley Eisenbarth and Stacy Turner of the Villager

**Moment of Silence: None**

**Approval of Minutes:**

- ❖ Motion to accept the minutes from the November 21<sup>st</sup> Council meeting minutes by Ben Prescott, 2<sup>nd</sup> by Paula Tubalkain- **All Ayes**

**Mayor's Report:**

The Mayor received a Special Event form from Headwaters Adventure Race from 5am-1pm July 14<sup>th</sup>. They would like to reserve the lodge, pavilion #2 and the north baseball field for parking. It is the same weekend as Art on the Hill. The contingency is that they would have to return the ball field to its original condition if any damage were to occur due to parking.

- ❖ Motion to approve the Special Event Form for the Adventure Race July 14<sup>th</sup>, 2017 by Ben Prescott, 2<sup>nd</sup> by Bob Gaglione-**All Ayes**

The Mayor received an article from Nick Ehlert of the Landmark Commission which will be showcased in the Villager. It will be in Jenny's office if anyone would like to read it.

**Citizens:**

John and Ashley Eisenbarth of Second St. expressed their concern over Second St. being turned into a one-way street. They said that currently drivers speed down the street and feel it will only become worse when drivers know that they will not be met with opposing traffic. They are especially concerned since they have young children. Council said that there are multiple things to consider before deciding to make it a one-way street.

Jenny August of Canada Rd. expressed her concern, and stated that she did not want the Village to approve hunting on the marsh land that is across the street from her house. She says that there aren't many deer there currently, and that there are still bald eagles in and around the area.

### **Financial Reports:**

Jenny said that it has been a pleasure to serve with both Giles and John and she wishes the very best retirement to both. Also a thank you for everything they have both helped to accomplish for the betterment of the Village.

Like every year, Jenny would like to ask Council for permission by motion to pay any invoices that come in after tonight's meeting as long as they are signed off by the department heads. The reason for this is because the appropriations close at the end of the year as well as the purchase orders.

The financial summary for the month of November:

- There were no negative funds in November, but the sewer fund might possibly need a little boost from the General Fund for the debt payment at the end of December. This is requested in 2017-54. Looking at the latest figures, it is going to be very close. I am hoping that we won't need to transfer any money, but if we do, I don't anticipate to need more than \$5,000. You appropriated transfers of up to \$55,000 from General Fund to Sewer this year. We have transferred \$30,000.
- We received **\$155,454** in revenues.
- We spent **\$128,172 in** payroll and operating expenses.
- Revenue Status- Should be around 92%.
- Appropriation Status- Looking good.
- Water and Sewer software and tax software programs balanced with the UAN and the bank.
- There were no adjusting factors on the bank reconciliation.

❖ Motion to approve the Financial Reports made by Ben Prescott, 2<sup>nd</sup> by John Clark-**All Ayes**

### **Correspondence:**

Chris Craycroft sent an email to the Mayor that the Mats Rd. Bridge is getting clogged up with debris again. She stated that several people would like to see the bridge removed. Not only for safe paddling down the river, but in the extreme case that the bridge collapses, it would cause severe flooding in that area. As of now the Village has no plans for its removal. The Mayor told Chris that it will be discussed at Council and Service.

### **Bills of Resolution, Addendum Bills of Resolution**

Paula had a question about Daniels Fencing and was informed that a fence was replaced at the north ball field in April and the Village has just now received the bill.

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

### **Legislation**

**ORD. 2017-43 (amended)** 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. *3rd Reading.*

❖ Motion to suspend the rules made by Ben Prescott, 2<sup>nd</sup> by Bob Gaglione -**All Ayes**

❖ Motion to approve by Ben Prescott, 2<sup>nd</sup> by Marty Hura-**All Aye**

**ORD. 2017-45** AN ORDINANCE AMENDING SECTION 305.07(a) OF THE CODIFIED ORDINANCES OF THE VILLAGE OF MANTUA, IN ORDER TO MAKE SECOND STREET ONE-WAY SOUTHBOUND. *2<sup>nd</sup> Reading.*

Concerns will be brought to the next Safety meeting, and it will be discussed next month.

**ORD. 2017-46** AN ORDINANCE ENACTING SECTION 410.12 OF THE ZONING ORDINANCES OF THE VILLAGE OF MANTUA RELATING TO SATELLITE DISH ANTENNAE. *2<sup>nd</sup> Reading.*

No discussion

**ORD. 2017-47** AN ORDINANCE AMENDING CHAPTERS 145 AND 955 OF THE CODIFIED ORDINANCES OF THE VILLAGE OF MANTUA RELATING TO CEMETERY ADMINISTRATION. *2<sup>nd</sup> Reading.*

This was discussed at the Finance meeting with a 1% increase on a yearly basis. Paula put together a sheet that has recommended pricing that is rounded up to avoid odd dollar amounts. The new wording Paula recommends for the legislation is "Every two years starting the year 2022 through 2030, the Cemetery Board must review the charges and fees set forth in this section. A recommendation must be made by November 30<sup>th</sup> of said year for changes to the charges and fees set forth in this section."

Council agreed that recommendations from the Cemetery Board should be brought to Council by October, instead of November 30<sup>th</sup>.

❖ Motion to amend as Paula has stated by Ben Prescott, 2<sup>nd</sup> by Paula Tubalkain -**All Ayes**

**ORD. 2017-50** AN ORDINANCE AMENDING THE VILLAGE OF MANTUA EMPLOYEE HANDBOOK RELATING TO PARTICIPATION IN THE VILLAGE HEALTH INSURANCE PROGRAM, AND DECLARING AN EMERGENCY. *1<sup>st</sup> Reading.*

Part-time employees who work 30 hours per week are offered the option to buy their own health insurance through the Village of Mantua, but will have to pay 100% of the cost.

❖ Motion to suspend the rules made by John Clark, 2<sup>nd</sup> by Ben Prescott -**All Ayes**

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

**RES. 2017-51** A RESOLUTION ACKNOWLEDGING POTENTIAL CHANGES IN THE RATES CHARGED FOR MAJOR MEDICAL INSURANCE COVERAGE THROUGH THE COUNCIL OF SMALLER ENTERPRISES MULTIPLE EMPLOYER WELFARE ARRANGEMENT, AND DECLARING AN EMERGENCY. *1<sup>st</sup> Reading.*

This states that a premium will increase from an eligible birthdate, for example, age 65.

❖ Motion to suspend the rules made by Ben Prescott, 2<sup>nd</sup> by Marty Hura -**All Ayes**

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

**ORD. 2017-52** AN ORDINANCE AUTHORIZING A CONTRACT WITH THE PORTAGE COUNTY PUBLIC DEFENDER FOR DEFENSE OF INDIGENT PERSONS CHARGED WITH CRIMINAL OFFENSES UNDER THE VILLAGE ORDINANCES AND DECLARING AN EMERGENCY. *1<sup>st</sup> Reading.*

This is a house keeping item, which has gone up from \$80 to \$150 and as Michele stated, does not really affect the Village but still has to be in place.

- ❖ Motion to suspend the rules made by Ben Prescott, 2<sup>nd</sup> by Marty Hura -**All Ayes**
- ❖ Motion to approve by Ben Prescott, 2<sup>nd</sup> by Marty Hura-**All Ayes**

**ORD. 2017-53** AN ORDINANCE AMENDING VARIOUS SECTIONS OF CHAPTER 173 OF THE CODIFIED ORDINANCES OF THE VILLAGE OF MANTUA REGARDING MUNICIPAL INCOME TAX, AND DECLARING AN EMERGENCY. *1<sup>st</sup> Reading*

This is in keeping with the changes in the House and Senate bills.

- ❖ Motion to suspend the rules made by Ben Prescott, 2<sup>nd</sup> by Bob Gaglione -**All Ayes**
- ❖ Motion to approve by Ben Prescott, 2<sup>nd</sup> by Bob Gaglione-**All Ayes**

**ORD. 2017-54** AN ORDINANCE AUTHORIZING A TRANSFER FROM THE GENERAL FUND #1000 TO THE SEWER OPERATING FUND #5201 IF NECESSARY TO SATISFY THE MONTHLY TRANSFER TO THE SEWER DEBT SERVICE FUND WHICH IS DUE BY DECEMBER 29, 2017, AND DECLARING AN EMERGENCY. *1<sup>st</sup> Reading.*

Jenny explained that a transfer will only occur if the sewer fund does not receive the necessary funds to satisfy the monthly transfer.

- ❖ Motion to suspend the rules made by Ben Prescott, 2<sup>nd</sup> by Marty Hura -**All Ayes**
- ❖ Motion to approve by Ben Prescott, 2<sup>nd</sup> by Marty Hura-**All Ayes**

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

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

Joe wanted to thank the Mayor and Council during his transition of becoming the new Chief. He said that the community has been very welcoming and Harry took a lot of time with Joe to make it a smooth transition.

The Chief did clarify that the speed limit does turn to 35 mph on Main St. north of Circle K.

There was no Safety meeting in December, but there will be one on January 3<sup>rd</sup>.

John asked if there was any good news to report on the new AT&T phone lines. The Chief said that they have gone to having conference calls twice a week, as opposed to the previous once or twice a month. Mike has found a lot of the issues and is now present for the conference calls.

The progress is not as quick as it should be, but there is light at the end of the tunnel.

#### **Village Administrator:**

Bruce did want to add that the Service department has also been having issues with AT&T.

The one-way signs have already been ordered for Second St., but can be returned if the legislation does not pass. In addition, Council suggested adding a speed limit sign and doing a car count, along with patrolling Second St. more often.

The guardrail is set to be fixed tomorrow by Roy who did the Mill St. Project. The fence next to the Hardware store will also be extended as part of the Mill St. project.

The Sanitary Survey that was done in October has come back and there were some notices of violation. Bruce has already relayed to the EPA and has been letting them know how he plans to fix the violations. Bruce is working on a repair and replace plan for the in ground reservoir on Reservoir Dr. He said that he is letting the EPA know periodically how progress is coming along. There are 3 test wells in the well field that need to be taken out that have been there for 20 years. Ohio Drilling will be getting Bruce a price and he will come up with a timeline for removal. The contingency plan is finished. Bruce will have it copied and sent out to everyone by the end of the week. Asset management is due in October and Bruce said there is lots of information from the contingency plan that can be used towards it. Service will be compiling a list of critical water users that will also need to be included in the Asset management.

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

Council has Rich's written report. There is an arrow at the cross walk at Mill St. and Main St. that needs to be fixed. It is pointing upwards instead of across the road.

The round 32 grant was approved for the W. Prospect St. project. Rich will get an estimate for the project in January so that he can design a bid packet for Councils approval for bidding by July.

Rich told Bruce that he has a lot of information that will help him put together the Villages Asset management, and eventually the sanitary system. He also stated that the in ground reservoir is near failure, which has cracking through the top of it. The most effective solution would be to get an easement at the school to put in a water tower. The topic will go to Service for discussion.

#### **Committees**

##### **John Clark for Service and Fire Board:**

The new squad should be in soon.

John found out that Health Care is lower without adding Shalersville.

The union negotiation went well and new contracts are signed.

John wished everyone a Merry Christmas and a Happy New Year. He said he has enjoyed working with everyone, and he hopes to still be of service in a civilian capacity.

**Bob Gaglione for Planning:** Nothing to report

##### **Marty Hura for Parks and Shade Tree: Nothing to report**

Marty said he'll have something after the 1<sup>st</sup> meeting of the year. He added that the new editor did a bang up job on her first issue of Mantua Matters, but may want to consider a proof reader. Marty then offered himself up if she would like to send it to him. The Chief mentioned that they were looking for someone to distribute the paper quarterly, and Marty said he could probably do that for a while.

Marty wished everyone a Merry Christmas and thanked John for his great service on Council.

##### **Mayor Clark for Cemetery, and Board of Zoning Appeals:**

There is nothing for cemetery or BZA, adding that she heard that Claude has been ill and will be checking on him.

##### **Ben Prescott for Portage County Regional Planning: Nothing to report**

Ben wished everyone a Merry Christmas.

**Paula Tubalkain for Finance: Nothing to report**

Paula stated that she has enjoyed being on Council with Giles and John. She wished them the best as they go forward, and said that they can still be around as a citizen. She also thanked them for their support and service.

**Giles for Safety:** Nothing to report

**New and Other Business**

There is only one letter of interest from Scott Weaver for the open Council seat that John will be leaving. There will be a special Council meeting on January 1<sup>st</sup> at 10:00am to swear in the new Council person.

The Mayor thanked Giles and John for their service to the community.

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

Giles said Merry Christmas to everyone, and he thanked Council for putting up with him. He said he will miss it.

The Mayor concluded with a Merry Christmas and see everyone on January 1<sup>st</sup>.

**Adjournment**

❖ Motion to adjourn at 8:19pm made by Paula Tubalkain, 2<sup>nd</sup> by Ben Prescott -**All Ayes**

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Mayor Linda Clark

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Administrative Assistant Chelsea Gregor