

## FINANCE MEETING MINUTES

July 16th, 2012

**Call to Order:** 6:32 P.M.

**Roll Call:** Paul Janson, Ben Prescott, Bill Zoller

**Others:** Clerk-Treasurer Jenny August, Mayor Linda Clark

**Citizens:** Aaron Snopek, Jodie Fiala and Terry Vechery for Certified Local Governments

### Minutes:

- No discussion.

Motion to approve the June minutes by Ben. Seconded by Bill. All ayes on vote.

### Financial Reports:

- Jenny reviewed the financial reports. The fund status is higher than it was a year ago after making the big debt payment, so we must be doing something right. The big debt payment we just made for the water & sewer plants was about ¼ million. We had an adjusting factor for the reconciliation because I paid the 941 tax payment on Friday, June 30<sup>th</sup>, and it hit the bank in July. All funds are in the black.

Motion to move the Financial Reports by Ben, seconded by Bill. All ayes on vote.

### Bills of Resolution:

- Bill asked about the Dominion bill for the water plant. Jenny said that Sue called Dominion as soon as she opened it and requested that they re-read the meter. The bill jumped from \$55 to \$355 in one month. Anthony met the Dominion guy at the plant the next day and the reading was correct. It has something to do with the humidifier and Anthony could explain it better. The Dominion person told Sue the following week that our usage is staying consistent and we should expect another large bill next month. Jenny said we will run out of Natural Gas appropriations by the end of August if this continues. One year ago our bills remained about \$50-\$60 all summer. Linda said we may need to do some maintenance and change filters.
- Jenny wanted to mention that our phone bills are climbing. The Police Department bill has increased in the last year by \$100. We are not charged by the calls, it is something to do with the monthly charges. The Verizon bill in the Service Department has increased. There were hundreds of text messages on one of the phones, including picture texts being sent and received. Linda was going to check into it. Jenny said she needs access to the account because she is supposed to be charging the guys fringe benefit tax on personal calls. Paul questioned the split between the 911 line. Jenny said the Fire Dept. pays 1/3 of the bill. Bill asked why we are buying mower belts and pool vacuums from Windham Hardware instead of Mantua Hardware. Linda said she authorized it. The pool vacuum was on sale at Windham Hardware. Bill said we probably could have waited one more day and bought the mower belt locally.
- Jenny said one employee met their medical deductible and the Village paid the second thousand of the deductible. Linda said she spoke with Larry and he is hoping to get a better deal for us.

Motion to move the Bills of Resolution to Council by Ben, seconded by Bill. All ayes on vote.

### Legislation:

Linda reviewed the current legislation.

- **2012-26-** This is on 3<sup>rd</sup> reading to amend the zoning code and we have a public hearing for it tomorrow.
- **2012-28-** This is the 3<sup>rd</sup> reading on the AMATS sidewalk project in ODOT's bridge project. It may need tabled because the businesses don't want to lose their parking spaces, and also trees could make it hard to see when pulling out of those areas onto S.R. 44. Also, if we put in sidewalks, the Village will have to come up with about \$25,000 to update storm drains. Bill Zoller asked if we are looking into a bike path. Linda said the bike lane is 5 feet on each side of the road beginning at the white line. A bike path is ten feet wide and must be eight feet from the white line. The east side of the road is wet lands, and the west

side is parking. We can do the 5 ft bike lane because Graham's planter is eight feet from the white line. The businesses don't want tree's because it would make it harder to pull out. AMATS didn't have a problem with us changing to a bike lane, but ODOT would have to approve. When Rich lafelice met with ODOT, he reported that ODOT didn't think we had a terminus. Linda said we do have a terminus because the bike lane would take us to Canada Road, which links us to the Buckeye Trail and the Blue Blaze Trail. We need to put this ordinance on hold until the business owners and DMRC come to an agreement.

- **2012-39-** Probably can suspend the rules. This needs to be in place before school starts. This is relating to trespassing at the schools.
- **2012-40-** This should go three readings. This is the reconnection fee people have to pay if their water gets shut off. This establishes a dollar amount for reconnections.
- **2012-41-** Probably we will need to suspend the rules. This is for appropriations.
- **2012-42-** This needs reviewed. This is relating to comp time. Harry wants us to recommend the changes he typed up for Council tomorrow night. Harry added in that if there are evening meetings, the employee should leave early another night so they stay in the forty hours. Everyone agreed that they would take it home and read it carefully and go three readings.
- **2012-43-** Legislation for an agreement- application has already been sent in. This is the Moving Ohio Forward grant. City of Kent will be handling this now. Our legislation must be turned in by August 29<sup>th</sup>.

### **Other Discussion:**

#### **Certified Local Government:**

Linda asked Aaron to speak on this, and he referenced sample legislation from Mt. Pleasant Ohio. No property would be registered or regulated without written consent from the owner. He said the Village has to establish a Historic Landmark Commission and should include at least one Council member. The Commission would establish guidelines, not laws that could be flexible. Linda asked if we did legislation, and the board decided they wanted to apply for a grant, would Council have to apply on behalf of the owner. Aaron said the Village would write in the criteria. The landowners could apply. Linda asked if there is a lot of grant money out there for this. Aaron asked Terry Vechery to elaborate. She said there is about \$155,000 at the beginning of the year, and there is still \$55,000 left. It is mostly small grants. This is mostly for a commitment that will boost the business community. Homeowners can join as well. Terry said you could not change a door, window, or stairway without coming to the committee. Jenny asked if you can retract your membership if you wanted to. Suppose you find a great deal on something you need for a large home improvement, but it didn't conform to the guidelines of the commission. Terry said you could not, but hopefully the Commission would not be so strict. Paul asked if they give you a target. Terry said Council would outline it all in their ordinance. Linda asked if you have to have the ordinance in place first, or establish the Commission first. Aaron said the ordinance would be first. Paul asked if we would include the surrounding communities. Terry said we would only have authority in the Village. This CLG is only for the Village. Linda said wouldn't we want the Commission involved in writing our guidelines? Aaron said we would follow the basic guidelines, and if things didn't go the way we expected, we could dissolve the CLG. Paul said we should have a few public meetings involving the Service Committee, Finance and Planning. Patsy asked what other people are interested. Terry said the Benners, Hummels, Van Aukens, and others. It's all voluntary, no membership dues.

Motion to move forward and start preparing legislation for Council to apply for Certified Local Government status by Ben Prescott, seconded by Bill Zoller. All ayes on vote.

#### **Grant Projects:**

Linda will meet with the Portage County Engineers this Thursday regarding the hydrant grant and the Crestwood sewer project. Linda also said she has not heard back 100% about the Orchard Street grant. Michele did a lot of the work herself on the bid packet which saved us a lot of money. If NDS did it, we would have been charged \$1200.00. This has to go through the Commissioners. Regarding the EDA grant, Linda wants to meet with Todd Peetz to see if we can use some of our 60 TA hours because this is "shovel ready".

**Water Rate Agreements:**

Anthony sent a letter to Michele to verify, and she edited it except the price. Bill said we need specific uses for the water they are buying at the reduced rate they are getting. For example, if we sell bulk water, what keeps them from reselling it for fracking at a higher rate? It needs more work.

Motion to refer this to the Service Committee by Bill Zoller, seconded by Ben Prescott. All ayes on vote.

**Additional Discussion:**

Linda and two Council members have been interviewing Engineering firms. She has invited one man, Chip Hess from Hess Engineering to come to our next Finance meeting to see what the members think of him. The other man is Matt Hudson from Burgess and Niple. We just want to get an idea of what our options are. Do we want to have someone on a monthly retainer, or just on call? Linda has a rate sheet. Paul said the rates appear to be substantially lower than CT is charging.

**New or Other Business:**

- Bill Zoller said we are in the process of the removal of the underground storage tanks at the Service garage. The cost is \$1200-1300. Barky and John Benjamin would be interested in buying the tanks. This would reduce the cost for the Village to \$800.
- Linda would like us to look into creating a Village Registry. Anyone who moves into the Village would have to register, and include all members of the household. The property owners also would have to fill out something to notify us if they are renting their houses or apartments, and who is renting. This is for collecting income tax. Bill Zoller asked about Contractors that are working in the Village. Paul suggested we have Michele write something up.
- Linda said that the Potato Festival has asked permission to run copies at the police department. They will supply the paper. They will pay 10 cents for color copies, and 1 cent for black & white copies. This would cover the village's costs. Linda wondered if we are setting precedence for all other organizations. Paul didn't think so, because the Potato Festival has always been such a part of Mantua.

**Citizens:**

Patsi Gast wanted to mention that the Art on the Hill was very nice. There were a lot of people there, and a lot of locals. It seemed very successful. For all of the people, there were no problems with parking. It would be nice if the Potato Festival could be in that same area. Linda suggested that maybe the Chamber of Commerce, the Downtown Mantua Revitalization Committee, and the Potato Festival should get together and discuss this. Paul said to just make sure that they do pay for their copies.

Motion to adjourn at 8:30 P.M. by Ben, seconded by Bill. All ayes on vote.

---

Paul Janson, Chair of Finance Committee

---

Jenny August, Clerk-Treasurer