

**REGULAR COUNCIL MEETING
MINUTES
July 21st, 2020
6:30 PM**

Mayor Clark called the meeting to order at 6:30 pm

Roll Call: Scott Weaver, Ben Prescott, Marty Hura, Paula Tubalkain, and Matt Rosolowski.

❖ Motion to excuse Dave Sluka by Scott Weaver, seconded by Marty Hura. All ayes on vote.

Other Village Personnel: Linda Clark, Mayor; Clerk- Treasurer, Jenny August; Village Solicitor, Michele Stuck; Village Administrator, John Trew; Police Chief Joe Urso; Village Engineer, Rich Iafelice.

Moment of Silence: A moment of silence was held for Ed McLaughlin.

Citizens Present: None

Approval of the June 16, 2020 regular Council meeting minutes and the June 16th 2020 Public Hearing for the 2020 Budget:

Mayor Clark said the moment of silence is in two places, and also on page three when referencing the acronym CARES Act she wants to see that spelled out. as

- ❖ Motion to remove “moment of silence” in the first sentence, and to spell out the CARES Act as the Coronavirus Aid Relief and Economic Security Act on page 3 in the regular June 16 meeting minutes by Ben Prescott with a second by Paula Tubalkain. All voted yes.
- ❖ Scott Weaver moved to approve the minutes as amended of June 16, 2020 with a second from Ben Prescott. All voted yes.
- ❖ Motion to approve the June 16, 2020 Public Hearing minutes by Ben Prescott with a second by Marty Hura. All voted yes.

Mayors Report:

Mayor Clark said she sent everyone an email regarding the energy distribution. We have a resident that wants flags on his street. In looking into this we discovered that we do not have an agreement with First Energy to use the poles in town for flags, banners, flowers, etc. We should be signing an agreement annually. The Service Committee will review the agreement.

Citizens: No citizen comments

Financial Reports:

Jenny let Council know that she will be on vacation soon. She is leaving July 31st and will be returning August 10th. Council will receive the Financial reports after that.

Jenny said Maryann discovered this thing in her billing program where if a person pays extra on their water bill, it all goes to water. Once she does the billing, it is allocated correctly between water, sewer, and water and sewer capital funds. This reallocation has never come to Jenny to reallocate in the Uniform Accounting Network (UAN). Ever! Maryann sent Jenny the adjustments for all of this year. I could not go into previous years. For this year though, the

Water fund was reduced by nearly \$8,000, the Sewer fund was increased by nearly \$7,000, the Water Capital was increased by over \$900, and the Sewer Capital was increased by around \$100.

Here are updates to our tax receipts in comparison to this time last year:

- Municipal Income Tax is down \$51,420, but we should have a pretty good idea after we receive our August 1 deposit of where we really truly are with income tax losses.
- Local Government funds (sales tax) are increasing and we are actually only down about \$200. And if you consider the new formula the county is using, we are pretty much on target if not actually up a little bit. May be related to hoarding or something.
- Gas tax is up almost \$11,000 because of the change in the House Bill, but it is not quite where it should be.
- License Tax is down a lot, like \$16,000. I thought that with the Bureau of Motor Vehicles (BMV) now open, we would have caught up.
- Permissive Tax is derived from vehicle registration fees, and we are starting to catch up. We are still down around \$1800.

Jenny asked if there were questions from the June financial reports. There were no questions.

- ❖ Ben Prescott moved to approve the Financial Reports with a 2nd by Scott Weaver. All voted yes.

Correspondence:

Jenny said The Portage news said that Mantua Village has a new “Blessings Box” by Hilltop Church. This is where people can leave food and other items, or they can help themselves to whatever they need if they are low on income. This blessing box is a popular thing right now in lots of communities, and this one was Chelsea Gregor’s idea. Vern Oswald who works for the Service department made it and if you see it you will realize his talent. He did a great job!

Bills of Resolution, Addendum Bills of Resolution

- ❖ Motion to approve the Bills of Resolution and Addendum Bills of Resolution by Ben Prescott, 2nd by Scott Weaver- All voted yes.

Legislation:

ORD. 2020-26 AN ORDINANCE AUTHORIZING CERTAIN ADJUSTMENTS TO THE 2020 APPROPRIATIONS AND DECLARING AN EMERGENCY. 1st Reading.

Jenny reviewed the reasons for the increases in the appropriations.

- ❖ Paula Tubalkain moved to suspend the rules, with a second by Scott Weaver. All voted yes.

- ❖ Scott Weaver moved to approve, with a second from Paula Tubalkain. All voted yes.

ORD. 2020-27 AN ORDINANCE AMENDING VARIOUS SECTIONS OF THE STREETS, UTILITIES AND PUBLIC SERVICES CODE OF THE VILLAGE OF MANTUA IN ORDER TO PERMIT PRORATION OF THE MONTHLY MINIMUM WATER AND SEWER CHARGES AND THE MONTHLY CAPITAL IMPROVEMENT CHARGES, AND DECLARING AN EMERGENCY. 1st Reading.

Scott Weaver moved to suspend the rules. Marty Hura seconded. Marty, Paula, Matt, and Scott voted yes. Ben voted no. The motion failed. This goes to second reading.

ORD. 2020-28 AGREEMENT FOR PURCHASE OF SALT FROM THE CITY OF RAVENNA AT 701 OAKWOOD STREET, RAVENNA, OHIO 44266. 1st Reading.

- ❖ Marty Hura moved to suspend the rules, with a second by Scott Weaver. All voted yes.
- ❖ Scott Weaver moved to approve, with a second from Marty Hura. All voted yes.

ORD. 2020-29 AN ORDINANCE ACCEPTING PERMANENT SANITARY SEWER EASEMENTS FROM COMPASS REALTY, LLC, DAVID PIFER, AND SCOTT AND JOSEPHINE BALLENTINE, AND DECLARING AN EMERGENCY. 1st Reading.

These easements are related to the sewer line repair that went into the Compass Packaging parking lot that were filed in March but never formally approved by Council.

- ❖ Marty Hura moved to suspend the rules, with a second by Paula Tubalkain. All voted yes.
- ❖ Marty Hura moved to approve, with a second from Paula Tubalkain. All voted yes.

ORD. 2020-30 AN ORDINANCE AMENDING CHAPTER 504 OF THE ZONING ORDINANCES OF THE VILLAGE OF MANTUA RELATING TO THE AUTHORITY OF THE PLANNING COMMISSION AND THE BOARD OF ZONING APPEALS TO WAIVE FEES. 1st Reading.

Mayor Clark said this comes from the Planning Commission. There were questions about the fee's that are being charged. This legislation gives the Planning Commission and BZA authority to reduce fees for nonprofits or someone in a hardship situation. The full fee would be paid up front, then after the hearing, the applicant would be reimbursed for everything except village costs such as postage, the secretary's fee, legal notices, etc.

Paula said this is coming about because of murals. Murals are being promoted lately and a lot of communities are doing them. The applicant should be providing pictures of what it will look like. Is it necessary for Council to oversee this? First it goes to Planning, then the BZA, which is another delay, and a lot of time is involved. It seems like the community should somehow be involved in the acceptance. That way when the application is submitted, they could have letters from the neighbors with their approval or disapproval. Mayor Clark said this was discussed in Planning and the Commission did not agree. John Trew said it comes to him first and if it is acceptable he approves it. They don't regulate content, so community standards would not apply. Paula said in Ravenna, the Chamber of Commerce is involved and so is the community. Paula thinks we need a better approach to this. Michele said she wrote a detailed document on regulating signs and the legal issues that could be involved. Paula would like all of Council to see this.

ORD. 2020-31 AN ORDINANCE AMENDING CHAPTER 610 OF THE ZONING ORDINANCES OF THE VILLAGE OF MANTUA RELATING TO SITE PLAN REVIEW SUBMITTALS. 1st Reading.

Mayor Clark said a resident expressed concerns about the process for site plans. This ordinance would reduce the number of copies to four for single family residences only, plus one electronic copy for the record here that can be distributed to any others that need to have it. Paula said in the Zoning Book Section 610.05.C needs to be addressed. They are looking at traffic flow, ingress and egress, traffic flow, loading and unloading, which doesn't correspond with residential. In 610.05.D also needs readdressed. The Planning Commission looked at one portion of the complaint, but she thinks they need to look it over again. Ben agreed.

- ❖ Paula Tubalkain moved to send this back to Planning with a second by Ben Prescott. All voted yes.

RES. 2020-32 A RESOLUTION ACCEPTING THE QUOTE OF \$20,378.30 FROM TODD LAMB PAVING AND EXCAVATING FOR THE BUCHERT PARK WALKING TRAIL PROJECT PHASE 2 AND DECLARING AN EMERGENCY. 1st Reading.

- ❖ Scott Weaver moved to suspend the rules, with a second by Paula Tubalkain. All voted yes
- ❖ Scott Weaver moved to approve, with a second from Paula Tubalkain. All voted yes.

RES. 2020-33 A RESOLUTION ACCEPTING THE BID SUBMITTED BY N.E.S. CORP. FOR THE ORCHARD STREET WIDENING PROJECT, AUTHORIZING THE MAYOR AND CLERK-TREASURER OF THE VILLAGE OF MANTUA TO ENTER INTO A CONTRACT FOR SAID IMPROVEMENTS, AND DECLARING AN EMERGENCY. 1st Reading.

Council discussed the concrete and asphalt options and elected to go with the asphalt option for the widening of Orchard Street. It is possible that we may need up to \$4,000 additional finds for this project. The Clerk Treasurer verified that that additional amount would be available.

- ❖ Scott Weaver moved to amend this Resolution to select Exhibit “C” which is the asphalt bid in the amount of \$52,924.00. Matt Rosolowski seconded. All voted yes.
- ❖ Scott Weaver moved to suspend the rules, with a second by Matt Rosolowski. All voted yes
- ❖ Scott Weaver moved to approve as amended, with a second from Matt Rosolowski. All voted yes.

Department Heads and Village Engineer

Police Chief Urso:

Chief Urso reported that they hired a new part time dispatcher. Patrolman Brothers was promoted to part time last month. Patrolman Dunn got us a grant that we received under the General Electric Appliances for Hero’s Award which gave the department a new refrigerator/freezer, washer & dryer and a new microwave. The Safety Committee discussed purchasing hand sanitizer, sterilization machines for each department. The Ohio Peace Officer Training Academy is closed. The Crestwood Schools will be opening for full day classes after Labor Day.

Village Administrator John Trew:

He has been working with the Chief on our list of things we can spend the Corona Virus money on. Some of the things they spoke of is zoom equipment and microphones.

Village Engineer from C.T. Consultants:

Rich said the village scored favorably in the Small Government Grant program for West Prospect St. Phase 2. OPWC will announce the award recipients this Thursday morning.

Rich emailed a summary of the county’s revised approach to the surcharge. He wanted to make sure everyone received it in case we are going to have a work session about it.

Regarding the Reservoir project, we are looking to ask a property owner for a temporary easement in order to build the tank on our property. We would like to keep the temporary tank in service while building the new tank. Rich will provide Council with updated costs. It is currently \$550,000. The new location that the design team is looking at will increase water pressure by 4-

5 pounds. A more detailed report will be forthcoming.

Rich said on the Buchert Park Phase 2 summary of costs, we are coming in much less than originally proposed. Rich recommends a meeting to discuss potential additions to use the money up.

Going back to the Reservoir project, Paula said the property owner was having issues with where the tank was going. It was going to affect nature of the community by having a tall structure in a very obvious location. Rich said they are looking at alternative locations, possibly even on the Crestwood property to the north which would be outside of the neighborhood. Scott asked what this will do to our timeline with the EPA. Rich said he is staying in communications with them.

Matt Rosolowski said that would be a great idea to move the tank up north. Matt questioned the County's revised approach for calculating surcharges and why was it only now being raised by them. Rich responded that it sounded like it came up during an internal County meeting. The County identified that their billing system has an alternate way for calculating the surcharge using an Equivalent Building Unit (EBU). It was a surprise to the Village Negotiating Committee and had this been identified by the County a year ago we may have been in a very different place now.

Committees

Scott Weaver for Service, and Planning:

Service- Most of the meeting was spent discussing the Cemetery. There was also some discussion on the new meters. Eight or ten of them are oversized which will cost us more money. Scott thinks that is aggravating since they gave us a quote. Mayor Clark thinks the buffer that we put in might cover it. Scott said that Maryann explained the surcharge and they agree that it seems to be under control. We received a letter back from Trustee Lombardi thanking us for letting them know about the overage, and it seems like it was a good move.

Planning- They discussed the mural and how to go forward with signage. They discussed Street posts. The Historic Landmark Commission would like to help us in changing the old concrete posts with signs that are not breakaways. John is going to speak with ODOT about compliance. John said they haven't called him back. Scott said they need to keep the historic look. They are going to review their site plan review codes. They plan to revisit backlit signs. They are waiting for a full crew to be there.

Marty Hura for Parks and Shade Tree:

Parks- Marty said they will have a live meeting at the village hall tomorrow night where the Parks Board will discuss several things.

Shade Tree- will be reading the third grade essays and picking a winner for the Tree City program.

Mayor Clark for Cemetery, and Board of Zoning Appeals:

Cemetery- Mayor Clark said she and Barky Zoller met at the cemetery regarding repairing the mausoleum doors. Barky recommended a company called Botzum Brothers that specializes in these heavy doors. He is going to give us a couple estimates on replacing these doors. Mayor Clark also spoke with Lorraine Coit about the closed Trust, and she will be writing her a letter

letting her know what Council plans to do as far as the balance that remained in their Trust when it closed.

Mayor Clark said she and John Trew are going to be meeting with a company called Pinnacle to get some ideas on the cost of straightening up some of the headstones. Mayor Clark said the chipper is very old and not adequate. It breaks a lot, so John is working with Dave to get some costs on a new one, hopefully by the next Service meeting. Lastly, Mayor Clark asked everyone to look at Chapter 145.04B to remind everyone that anything submitted to the Trust must be approved by Council.

BZA- Nothing at this time.

Paula Tubalkain for Safety and Portage County Regional Planning:

PCRP- Nothing to talk about right now.

Safety- Chief Urso covered everything.

Dave Sluka for Finance-

Dave isn't here, but Matt Rosolowski said they discussed the Coronavirus Relief money.

New and Other Business-

Mayor Clark asked Council what their thoughts are on suggesting wearing masks. Some communities are mandating it. Ben said we should mandate it. Scott, and Paula agreed that we should be wearing masks. Marty said we should at least remind them to wear masks. Matt said it is important to protect each other, but it is a slippery slope to mandate mask wearing. Paula asked who will enforce this? Chief Urso said it is a Health Dept. thing, not a Police thing. Michele will prepare sample legislation for Safety to review. Scott asked if we should move some benches out of the mini park? Paula said this will give us some room to space out the tables.

Anything else that may properly come before Council- Paula asked if the Potato Festival is going to happen. Mayor Clark said it has been cancelled. Paula said she will be on vacation the first week of August, so she will miss Safety and Service.

Executive Session- none

Adjournment

❖ Motion to adjourn at 8:07 by Ben Prescott, seconded by Paula Tubalkain. All voted yes.

Mayor Linda Clark

Jenny August, Clerk-Treasurer