

**REGULAR COUNCIL MEETING**  
**MINUTES**  
**February 16, 2021**  
**6:30 PM**

Mayor Clark called the meeting to order at 6:00pm and led the Pledge of Allegiance and asked for a moment of silence for Dennis Lange and Aileen Harvey.

**Roll Call:** Matt Rosolowski, Ben Prescott, Tammy Meyer, Scott Weaver and Marty Hura.

**Other Village Personnel:** Mayor Linda Clark; Clerk- Treasurer, Jenny August; Village Solicitor, Michele Stuck, Police Chief Joe Urso, Gene Arters of C.T. Consultants.

**Citizens Present:** Chuck Peterson, Heather Paisley; Council applicants, and some zoom viewers.

**Acceptance of Council meeting minutes:**

- ❖ Scott Weaver moved to approve the minutes of January 19, 2021 regular Council meeting with a second from Tammy Meyer. All voted yes.
- ❖ Motion to approve the February 2<sup>nd</sup>, 2021 special meeting minutes by Ben Prescott, seconded by Marty Hura. All voted yes.
- ❖ Motion to approve the February 2<sup>nd</sup>, 2021 special meeting minutes by Scott Weaver, seconded by Tammy Meyer. All voted yes.

Mayor Clark said we have two applicants for the open Council seat. She opened the meeting up to questions for the applicants from members of Council.

Council President Matt Rosolowski asked the applicants to tell us about themselves. Heather Paisley said they moved here three years ago. She grew up on a farm and enjoys the area. Chuck Peterson said he moved here in 1988 and raised his kids here. His kids are grown now and he has time to get involved.

Ben Prescott had no questions for either applicant.

Tammy Meyer asked both applicants what is the biggest thing they would like to bring to Mantua. Heather said she has been working with an artist on old barns and wants to document history. She would like to continue development of what we have, and would like to see more growth. She would also like to work on funding issues.

Chuck said he is enjoying the new businesses in town and wants to try to attract more. Mantua is a well-traveled town and wants to see us become more financially comfortable.

Scott Weaver asked both candidates to describe what they consider to be the villages biggest weakness and strength. Heather said lack of support is probably the biggest weakness. The strength comes from being a close knit community with many family generations and great community ties. Chuck said he agrees with Heather that we have a strong community. The downfall is a lack of communication about what is going on in Mantua.

Marty Hura asked them if they belong to any village organizations. Heather said she used to be on the Crestwood Soccer. She volunteers often for various things. Chuck said at work he is involved with the Union as a Financial Secretary and now Treasurer. He is also a Deacon in his church.

Matt Rosolowski asked what is their favorite thing about Mantua. Chuck said Buchert Park by the river. His kids spent a lot of time there, and now grandkids. He also likes the quietness. Heather

said the rich history such as the Mormons, the Spiritualist Camp, and the railroad. She wants to bring the history out more. She also likes the quietness. She said we have a lot of sand and gravel which is good also.

Matt asked what is their least favorite thing. Chuck said listening to the band on Friday night when you are trying to watch TV. It is only 8 nights a year so it's not that big of a deal. Heather said she loves the band and the church bells. Her least favorite thing is the mosquitos.

Matt asked what motivated them to apply for the Council seat. Heather said she was previously encouraged to run by her neighbors. She now has time to do it. Chuck said his kids are grown now. He has always wanted to get involved. Life has slowed down and he decided to submit a letter.

- ❖ Tammy Meyer moved to go into executive session at 6:49 to discuss appointment of an elected official, with a second from Scott Weaver. All voted yes.
- ❖ Ben Prescott moved to come out of executive session and resume Council at 6:53, with a second from Marty Hura. All voted yes.

On roll call the vote was as follows:

Matt Rosolowski- Heather Paisley  
Tammy Meyer- Heather Paisley  
Scott Weaver- Heather Paisley  
Ben Prescott- Heather Paisley  
Marty Hura- Heather Paisley

Solicitor Michele Stuck administered the Oath of Office to Heather Paisley and Heather joined the meeting as the newest Council member.

### **Mayors Report:**

Mayor Clark has one Special Event form for Art on the Hill for July 10<sup>th</sup> from 10am to 6pm, and the Headwaters Trail Adventure Race on July 10<sup>th</sup> from 5am to 1pm. This will be contingent on CDC guidelines at the time.

- ❖ Motion to approve both events by Ben Prescott, with a second from Heather Paisley. All voted yes.

There was a meeting with Portage County Water Resources. This was discussed at Service. The county is behind on getting all of our account information entered into their software to start billing.

There was a preconstruction meeting about West Prospect Project - prospective start date 3/15/21 Maryann Fabian will be sending out letters for residents on W. Prospect.

Regarding the Targets of Opportunity Grant that Dan Tillett approached us about, which is CDBG funding, we would be eligible for this funding, but we need a written commitment from the property owners. Mayor Clark has reached out to Senator Cirino's office but haven't heard back yet.

Playground quotes for Buchert Park Phase 2 still waiting on quotes/ estimates. She would like to ask for a Work Authorization for up to \$1000.00 for CT for support of finishing the project.

- ❖ Scott Weaver moved to authorize a work authorization for CT Consultants in the amount of \$1,000 to continue working on Buchert Park Phase 2, with a second from Tammy Meyer. Ben Prescott voted no. All others voted yes.
- ❖ Scott Weaver moved to use \$1,000 from the Park Capital Improvement fund 4903 for this work authorization. Marty Hura seconded. Ben voted no. All others voted yes.

Paddling Enhancement Grant- Mayor Clark said she misspoke at Finance when she said the original quote from the paver was \$49,700. Scaling it back, she said \$20,200.00 is for paving the turnaround, the drive over to the ramp, and 4 parking spaces, 2 of them being handicap parking spots. The rest of the money is for paving the east parking lot between the Potato building, the lodge, and Katie's Meadow. This totals \$21,550, signage is \$48.00, contingency is \$4,180 for a total project of \$45,978. This is a 100% reimbursable grant. She is still checking on whether or not it requires an Engineering stamp and a flood plain permit. Mayor Clark wants to make sure Council understands that we have to pay 100% up front and it would come General fund and the General Fund would be reimbursed at the end of the project.

Maryann has ordered signs and the Service department has replaced traffic signs at the cemetery and at the canoe turnaround.

We are still getting pricing on upgrading the volleyball court, and are waiting to hear from another company that appears to be less expensive, and she also has to speak to the Rotary Club about their previous offers to donate.

The Service Department has made repairs to the access point for the storm sewer on Cemetery Drive. This will need to be filled and reseeded in spring after the dirt settles.

Mayor Clark got an estimate for repairs of the storm sewer on Ambler Lane. It will take 10 hours of labor and \$400 in materials.

Mayor Clark is working on employee evaluation. She has two of the three evaluations done. She is asking the Chief to help her with running driver's license checks as requested by risk management.

Mayor Clark is also working on the 2022 Budget should be done by sometime in March.

Mayor Clark received an email from a resident who noticed a flag on a white house on Franklin Ave. that he found very offensive. Mayor Clark explained to him that because of the 1<sup>st</sup> amendment, there is nothing we can do about it.

Mayor Clark said she will be signing another \$2500 work authorization for CT Consultants to do inspections during the construction of the Dollar General Store. Dollar general is paying for this.

Matt Rosolowski added that he was impressed with the way the county handled the water line break this past weekend.

**Citizens:** Linda Schilling wanted to congratulate Heather Paisley on becoming a member of Council, and knows she will do a great job. Linda also thinks the Paddling Enhancement Grant will make the parking lot look nice.

**Financial Reports:**

Funds are stable. Revenues totaled about \$85K and expenses came to about \$79,500 not including the \$327,000 we sent to the county for our water and sewer fund balances. We have not received the credit card bills yet. The requisitions Jenny has suggested all normal expenditures. We are slightly under on revenues, but appropriations look good. Jenny had one adjustment on the bank rec for \$14.22 where she forgot to add the \$15 monthly charge for the Anthem fee, plus a mathematical error of .78 on a tax deposit. Checks 46329 through 46362 were written in January. There were no questions or comments on the Financial reports.

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

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

There was no discussion.

- ❖ Motion to approve the Bills of Resolution and Addendum Bills of Resolution by Ben Prescott with a 2<sup>nd</sup> by Matt Rosolowski. All ayes on vote.

### **Correspondence:**

There was no correspondence this month.

### **Legislation:**

**ORD. 2021-01** AN ORDINANCE AUTHORIZING RENEWAL OF AN AGREEMENT WITH THE MANTUA POTATO FESTIVAL, SETTING FORTH CONDITIONS FOR THE USE OF THE OLD WATER PLANT AT BUCHERT PARK. 2<sup>nd</sup> Reading. This goes to third reading.

**ORD. 2021-05** AN ORDINANCE AMENDING SECTION 133.02 OF THE CODIFIED ORDINANCES OF THE VILLAGE OF MANTUA, RELATING TO THE POWERS AND DUTIES OF THE VILLAGE ADMINISTRATOR, AMENDING THE JOB DESCRIPTION FOR THAT POSITION, AND DECLARING AN EMERGENCY. 3<sup>rd</sup> Reading.

Tammy Meyer said the Board of Zoning Appeals Secretary is currently being paid \$40 per hearing, but this ordinance makes it part of the job description. Mayor Clark said if no changes are made to this legislation it would become part of the hourly wage instead of the per meeting pay. Scott agrees that it would be part of the hourly wage.

- ❖ Motion to approve by Tammy Meyer with a second by Matt Rosolowski. Ben voted no. All others voted yes.

**ORD. 2021-10** AN ORDINANCE RETROACTIVELY REPEALING SECTION 4.8 OF THE VILLAGE OF MANTUA EMPLOYEE HANDBOOK RELATING TO ON-CALL COMPENSATION FOR SERVICE DEPARTMENT EMPLOYEES, AND DECLARING AN EMERGENCY. 1st Reading.

Mayor Clark explained to Heather that when we had water and sewer, the Service employees were given one hour of comp time per day for being on call. Now that we don't have water and sewer, this legislation is doing away with that comp time earning.

- ❖ Motion to suspend the rules by Matt Rosolowski, seconded by Tammy Meyer. All ayes on vote.
- ❖ Motion to approve by Scott Weaver with a second by Matt Rosolowski. All voted yes.

**RES. 2021-11** A RESOLUTION EXPRESSING THE INTENT OF THE COUNCIL OF THE VILLAGE OF MANTUA, OHIO TO DISPOSE OF PROPERTY OWNED BY THE VILLAGE WHICH IS NO LONGER NEEDED FOR PUBLIC USE, OR IS OBSOLETE OR UNFIT FOR THE USE FOR WHICH IT WAS ORIGINALLY ACQUIRED, BY INTERNET AUCTION FOR THE YEAR 2021, AND DECLARING AN EMERGENCY. 1st Reading.

- ❖ Motion to suspend the rules by Tammy Meyer, seconded by Scott Weaver. All ayes on vote.
- ❖ Motion to approve by Scott Weaver with a second by Marty Hura. All voted yes.

**RES. 2021-12** A RESOLUTION DECLARING THE 1992 VERMEER 620 BRUSH CHIPPER NOT NEEDED FOR MUNICIPAL PURPOSES, AUTHORIZING THE MAYOR TO DISPOSE OF THIS EQUIPMENT BY INTERNET AUCTION, AND DECLARING AN EMERGENCY. 1st Reading.

- ❖ Motion to suspend the rules by Tammy Meyer, seconded by Scott Weaver. All ayes on vote.
- ❖ Motion to approve by Scott Weaver with a second by Marty Hura. All voted yes.

**ORD. 2021-13** AN ORDINANCE AUTHORIZING CERTAIN ADJUSTMENTS TO THE 2021 APPROPRIATIONS AND DECLARING AN EMERGENCY. 1st Reading.

- ❖ Motion to suspend the rules by Scott Weaver, seconded by Marty Hura. All voted aye.
- ❖ Motion to approve by Scott Weaver with a second by Matt Rosolowski. All voted yes.

**ORD. 2021-14** AN ORDINANCE AUTHORIZING AN ADVANCE FROM THE GENERAL FUND #1000 TO THE BUCHERT PARK WALKING TRAIL FUND #4201 AND DECLARING AN EMERGENCY. 1st Reading. This is to finish the project.

- ❖ Motion to suspend the rules by Marty Hura, seconded by Scott Weaver. All ayes on vote.
- ❖ Motion to approve by Marty Hura with a second by Tammy Meyer. All voted yes.

**ORD. 2021-15** AN ORDINANCE GRANTING APPROVAL AND CONSENT TO THE DIRECTOR OF THE OHIO DEPARTMENT OF TRANSPORTATION TO APPLY, MAINTAIN AND REPAIR STANDARD LONGITUDINAL PAVEMENT MARKINGS AND ERECT REGULATORY AND WARNING SIGNS ON STATE HIGHWAYS INSIDE VILLAGE CORPORATE LIMITS, AND GIVING CONSENT OF THE VILLAGE FOR THE OHIO DEPARTMENT OF TRANSPORTATION TO REMOVE SNOW AND ICE AND USE SNOW AND ICE CONTROL MATERIAL ON STATE HIGHWAYS INSIDE THE VILLAGE CORPORATE LIMITS, AND GIVING CONSENT OF THE VILLAGE FOR THE OHIO DEPARTMENT OF TRANSPORTATION TO PERFORM MAINTENANCE AND/OR REPAIR ON STATE HIGHWAYS INSIDE THE VILLAGE CORPORATION. 1st Reading.

- ❖ Motion to suspend the rules by Scott Weaver, seconded by Heather Paisley. All ayes on vote.
- ❖ Motion to approve by Scott Weaver with a second by Ben Prescott. All voted yes.

**ORD. 2021-16** AN ORDINANCE ESTABLISHING PAY SCALES AND POSITIONS OF FULL AND PART TIME EMPLOYEES OF THE VILLAGE OF MANTUA, REPEALING PRIOR INCONSISTENT ORDINANCES, AND DECLARING AN EMERGENCY. 1st Reading. This is removing several positions related to water and sewer, and the Administrative Services Officer. No wage amounts changed.

- ❖ Motion to suspend the rules by Tammy Meyer, seconded by Scott Weaver. All ayes on vote.
- ❖ Motion to approve by Scott Weaver with a second by Marty Hura. All voted yes.

**RES. 2021-18** A RESOLUTION AUTHORIZING APPLICATION FOR PADDLING ENHANCEMENT GRANT FUNDING THROUGH THE OHIO DEPARTMENT OF NATURAL RESOURCES, AND DECLARING AN EMERGENCY. 1st Reading.

Engineering is not included in this grant, so Mayor Clark is looking into whether or not we need an Engineers stamp. If so, the village would have to pay the whole amount. This is a reimbursable grant so the village would have to put up about \$46,000 and get reimbursed when it is done. This is due March 1<sup>st</sup>. Scott asked Gene from CT Consultants if he has a rough idea of what they would charge for engineering. Gene said there are no big items that would need stamped like storm sewers, so he guessed possibly about \$2,000. Tammy asked Gene if once we get the answer to whether or not we need a stamp, will he give us the price for engineering so we can decide if we want to go forward? Gene said yes. Mayor Clark asked if Council is comfortable with using this amount from General Fund until it gets reimbursed. Council said it is going to be such a huge upgrade to that area. Council was in favor of going forward with this.

- ❖ Motion to suspend the rules by Scott Weaver, seconded by Marty Hura. All ayes on vote.
- ❖ Motion to approve by Scott Weaver with a second by Marty Hura. All voted yes.

## **Department Heads and Village Engineer**

### **Police Chief Urso:**

Chief Urso congratulated Heather and welcomed her to Council and the Safety Committee. The committee met on Feb. 3<sup>rd</sup>. Under Old Business they discussed the 5 laptops on order and Cares funds. For New Business they discussed ongoing issues of East Prospect St. parking by the old granary building. One Dispatcher and one Auxiliary Officer resigned, and one Auxiliary Officer is in training. They received and are programming the eight new Marcs portable radios. They also received a mobile radio from a Portage County EMA grant.

They also discussed village hall access. He is putting in a keypad for the main door off the parking lot. He will work with Dave Akerley about eventually replacing that door which is starting to rot out. The front concrete stairs are also in pretty bad shape and will need addressed as well. Next meeting is March 3<sup>rd</sup> at 6:00 pm. Matt noticed on the monthly report that there was a property damage incident. Chief will check the report and get back to him. Matt also noticed 5 incidents for suspicious persons in vehicles. Chief said a lot of times it is related to the Pokemon game. There is a spot in the village that is a Pokemon spot. None of these calls resulted in criminal activity. Heather asked Chief about tracks in the front yard of the village hall. She asked if that is an area that could become parking. Chief said that is the vacated College Street. Michele said we auctioned off that property and all of the old College Street is now gas station property.

### **Village Administrator's Report:**

Mayor Clark already gave this report in her Mayors report.

### **Gene Arters from C.T. Consultants:**

Council has his written report. Gene said the Mayor covered most of his report. He has been helping DMRC with the streetscape project, and also helping the Mayor with the ODNR Paddling Enhancement Grant. Buchert Park Trail phase 2 is wrapping up. He is offering to assist the village with inspections at the Dollar General Store. The Vet Clinic is still on hold. The Portage County Utility Transfer is almost complete, and West Prospect Street Phase 2 is in progress.

## **Committees**

### **Scott Weaver for Service, and Planning:**

Service- Scott said the Service Committee has been working on the Village Administrator and if the rental inspections should be part of the job description. The Service Committee all agreed that it should not be part of the job description. We are still accepting applications for Service employees. They decided to reevaluate the Canada Road work at the March meeting. Scott said that someone had spoken to Matt Rosolowski about removing the fence along the river at Buchert Park. He said we need to focus on fencing in the playground before removing that fence.

Planning- They worked on the replat of the Dollar General Store. They discussed the FEMA (Federal Emergency Management Agency) grant relating removal of the old Middlefield Bank building. The preapplication is due in September. We can apply and acquire the land, but there are still lots of costs to the village. After discussing it, the Planning Commission is not sure it would be in the best interest of the village to get involved in this. Mayor Clark said Planning Chair John Clark met with Ryan Shackelford of Portage County Emergency Management and shared concerns. They met with the property owner and there may be other funding opportunities. John, Ryan, and possibly the property owner might meet again. There should be more updates next month.

Scott said the Planning Commission plans to work on village sidewalks in the spring. The rental inspections are on hold.

**Marty Hura for Safety, Parks and Shade Tree:**

Marty said Safety has already been covered, and there is nothing for Parks or Shade Tree. They will meet again next month. A new member needs to be sworn in. Mayor Clark is going to check with the school to see if there will be an Arbor Day event this year.

**Mayor Clark for Cemetery & Board of Zoning Appeals:**

Cemetery- Mayor Clark has one valid mowing quote. She has not been emailed a price for flowers yet, but she was told the price will not change. She met with Dave Akerley. The front end loader/backhoe needs a lot of repairs. Dean Stebbins said he couldn't quote a price to repair it without opening it up. The radiator core is leaking. He recommended something like Stop Leak to get us through the winter. She asked Council to start thinking about whether or not they want to spend the money for new, used, or repairs to this equipment. Possibly we may request for the Trust to help financially. She said the Cemetery Board will have a letter to the Trust next month which will include a request for flowers, mowing, and 6 months of the water surcharge at the Cemetery. Dave wants to paint the cemetery shed.

Board of Zoning Appeals- There is a hearing this Thursday, February 18 for signage. For Planning, she wanted to add that they received another replat for Majni's property across from Compass Packaging.

**Tammy Meyer for Finance and Safety-**

Finance- Tammy said Finance discussed the Village Administrator position and the Paddling Enhancement Grant. They also discussed how to pay Service Department employees. This is something the new Village Administrator can work on.

PCR- Ben said he never received a meeting packet. The Mayor will check with Director Todd Peetz.

**New and Other Business-** Nothing discussed

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

Matt Rosolowski said Chuck Peterson was right when he said that we need to do a better job of notifying the community about events and open committee seats. Maybe a social media page or something? Mayor Clark said we used to cover it in Mantua Matters. Maybe we can have a Facebook page. Heather would like to see us bring back Mantua Matters. Linda Schilling texted the Mayor and offered to help do a Facebook page.

Matt also reminded everyone that what happens in executive session is like Vegas. What happens in executive session stays in executive session.

**Adjournment**

❖ Motion to adjourn at 8:34 by Ben Prescott, seconded by Tammy Meyer. All voted yes.