

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

Mayor Clark called the meeting to order at 6:35pm and led the Pledge of Allegiance and asked for a moment of silence for John Stoneberg, Nancy Schubert, Olga Sluka, Danny Lough, and Sandra Taylor.

Roll Call: Matt Rosolowski, Ben Prescott, Tammy Meyer, Scott Weaver, Heather Paisley, and Marty Hura who joined late due to technical difficulties.

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: Possible zoom viewers.

Acceptance of Council meeting minutes:

- ❖ Ben Prescott moved to approve the minutes of February 16, 2021 regular Council meeting with a second from Scott Weaver. All voted yes except Marty Hura who has not joined the meeting yet.

Mayors Report:

Mayor Clark has two Special Event forms for Council approval. The first is baseball and softball league for use of the north ball field from March 31 through October 10.

- ❖ Motion to approve by Ben Prescott, with a second from Tammy Meyer. All voted yes except Marty Hura who was having technical difficulties.

The other is a Rib Burn off sponsored by the Sub Shop on June 19th starting at 9:00 am at the green space next to their shop. They are trying to get local vendors to participate. They plan to charge \$2 per bone. They are looking for judges if anyone on Council is interested. There will be no alcohol. They are still looking into permits from the county and have not provided insurance yet. Council elected to wait until next month to consider approval.

Since Paula has resigned, Council needs to appoint someone to be the village representative to Portage County Regional Planning.

- ❖ Scott Weaver moved to appoint Ben Prescott as the representative, with a second from Tammy Meyer. All voted yes (except Marty Hura who has not joined yet). Nobody was able to be alternate.

There was only one valid mowing bid submitted. The cost for mowing at the cemetery was the only increase. The other bids that were sent out did not respond. Tammy asked if they will be taking care of the issues at the park. Mayor Clark said yes.

- ❖ Tammy moved to accept the bid from Scotland Yard. Heather seconded. All voted yes. The bid is awarded to Scotland Yard.

Mayor Clark said we got the quote from Urban Growers for flowers at the cemetery for \$791.99. She is not planning to submit for street flowers right now. The total request to the Trust Fund is Urban Growers \$791.99 minus \$50 for Coit flowers, Scotland Yard \$14,250, fourth of five truck payments is \$4,000, the cemetery water bill is \$371.22 for 6 summer months, plus \$225.84 for the surcharge, plus the shut off and turn on fee of \$50, for a total request of \$19,639.05.

- ❖ Motion to move the request forward to the Trust by Scott Weaver, seconded by Heather Paisley.
All voted yes.

The village electric aggregation letters will be mailed out on March 22. This contract ends in May 2025. The resident's kilowatt rate is dropping from \$4.95 to \$4.66 in the new contract.

The next topic was Risk Management. The brick time capsule spot is crumbling and needs to be rebuilt. So far, we have two quotes that range between \$5200-\$5600. She is waiting on one more. Katies Meadow corner is crumbling. The concrete needs pulled up and re-poured. We are planning to get quotes on that as well. The labor could be around \$2500. The concrete may also be about \$2600.

Village Administrators Report:

Village Administrator's Report as written by Mayor Clark:

We have continued to help PCWR (Portage County Water Resources) about billing, and meter installations.

Maryann attended the "Navigating Grants" webinar and found it useful on grant writing, and finding grants.

We have ordered Playground equipment for Buchert Park Phase II

We turned in the Paddling Enhancement Grant and should hear in June about that.

There were two water main breaks and we sent out AMG alerts because the county's notification system was not working.

Completed the Variance for Baker's 4WD

Worked on budget and have met with Jenny to discuss budget and see how close we could get ours to match, both of us made changes to what we had, it ended up fairly close.

Finished evaluations, submitting for raises next week.

Answered residents' questions about zoning and Dollar General

Maryann made a spreadsheet to organize vehicle maintenance

Dollar General Replat & another Replat for Majni's (next to Dollar General)

Sent out six letters to residents for zoning or maintenance issues

Harner Plumbing is done with putting in the touchless toilets and faucets.

Beth Madis called from the EPA wanted to make sure we were doing the paperwork for the boil alert. Mayor said that county took over water and sewer. Beth also brought up the subject of the Reservoir. Beth suggested to the county to install a tower on Reservoir Dr. instead of a tank. Mayor made sure that the County knew the residents did not want a tower but a tank.

Mayor on the water bill situation. The bills are not correct working with county to straighten them out. Softball field, Katies Meadow, and North Ball field bills are tying with the lodge.

Michele and Mayor had a zoom meeting with Ohio Edison about the poles. Lisa said that in Rootstown the Lyons club signed the agreement. I would like to meet with the American Legion, CHS and DMRC to see if one of them would read the agreement and take that over.

Met with Cemetery board to review trust request for 2021

Ellie Stamm resigned from the Landmark Commission effective 3.13.21

Roger Hawkins called about his cup curb. Scott suggested having the contractor who does W.

Prospect St. take a look at it while they are here. Mayor Clark will reach out to the contractor and see what their paver would charge us to get this done.

The Service crew did the following: Painted Council chambers, and put-up pictures, fixed light in hallway, plowing and salting during cold snap, restocked the nuts/bolts in the Service Garage, repaired the utility sink at the shop, oil change on the Ford 350, painted the west wall in the Service Garage. Mayor and Dave discussed what streets need to be addressed besides Canada Road. Service recommends only doing 1600 ft of Canada Road this year. The Mayor met with electrician

about the Potato Fest building, and then talked with Dave about it. We had them remove a gas line that was in there, plus an electrical cord that was direct wired into the electrical box. Dave said that the lights on the basketball courts are not working. We are contacting Rapid Electric. Service department installed meters at Service garage and lodge. The two ball field water lines have been disconnected and capped as of 3.10.21. Service department has taken pictures and logged all numbers on Ohio Edison poles. Put no parking signs behind the P.D. Put 2 handicapped signs on the south side of the Festival Building, repaired Spisak storm sewer issue on Ambler, replaced the stairs in the Service garage, Cold patched, they pulled in half installed hydrant on east end of Buckeye's property, fixed the delineators and flashing trail signs by McDonalds, and per risk management put/ fluffed mulch under the merry-go-round at the park.

Mayor Clark and Matt Rosolowski interviewed two applicants for the Village Administrator position; Maryann Fabian and Tiffany Phillips. After she and Matt talked, Mayor Clark recommends offering the position to Maryann.

- ❖ Scott Weaver moved offer the Village Administrator position to Maryann Fabian, with a second Matt Rosolowski. Ben Prescott voted no. All others voted yes.

Citizens: No comments at this time.

Financial Reports:

Jenny said that she heard on the news this morning that the pandemic related delays in license plate renewal is expiring, so we may start seeing the license taxes that we lost last year, which was about \$50,000.

She also heard that we may be getting a chunk of stimulus money. Jenny doesn't know what the restrictions will be, but since we lost the license tax money, maybe we should gear that money towards the street fund, maybe that equipment that Dave needed if we can do that.

Our audit is wrapping up and I told our Auditor that Council typically wants an "audit exit meeting". She said we can probably meet just before the April Council meeting like we did last audit.

Funds are stable. Revenues totaled about \$104,005 (lots of taxes) and expenses came to about \$78,800, which is pretty standard. We are slightly under on revenues so far. Appropriations look good. She had one adjustment on the bank rec for \$.02 which was a typo. Checks 46366 through 46401 were written in February.

There were no questions or comments on the Financial reports.

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

Bills of Resolution, Addendum Bills of Resolution

- ❖ Motion to approve the Bills of Resolution and Addendum Bills of Resolution by Ben Prescott with a 2nd by Tammy Meyer. 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. 3rd Reading.

Heather had a few possible amendments for Council to consider, such as “No additional/altered Utility Connections, premises maintained and organized, inventories taken after festival, and Village Administrator to conduct periodic inspections of the building. Heather shared her screen and reviewed the verbiage:

“No additional utility connections or alterations (electricity, gas, water) shall be made in the premises without consent of the Village having first been obtained; any approved alterations or connections must be made by a licensed professional;

No cylinders or tanks containing, or having previously contained, any gas, compressed gas or liquid gas or fuel of any sort shall be stored in the premises.

The premises shall be maintained in an organized fashion, allowing ready access by Village personnel to all areas within the premises, including exits, windows, ventilation, utility panels and controls, electrical outlets. Festival shall not permit accumulated clutter or storage of items unrelated to Festival operations (excluding items stored by the Village in the premises).

Festival will provide an inventory of stored items within 30 days after conclusion of Potato Festival annual event.

The Village Administrator or designee will conduct periodic, unannounced inspections to ensure that Festival remains in compliance with these use regulations.”

- ❖ Motion to amend by Ben Prescott, with a second by Scott Weaver. All voted yes.
- ❖ Motion to approve as amended by Scott Weaver with a second by Tammy Meyer. All voted yes.

RES. 2021-19 A RESOLUTION APPOINTING JENNY AUGUST, MANTUA VILLAGE CLERK-TREASURER, AS THE DESIGNEE TO ATTEND MANDATED TRAININGS RELATING TO THE ADMINISTRATION OF THE VILLAGE'S PUBLIC RECORDS POLICY ON BEHALF OF THE ELECTED OFFICIALS OF THE VILLAGE OF MANTUA. 1st Reading. Jenny said this is an audit issue because no Council people have been able to attend except Paula. Michele said she is also adding this to her annual appointment list.

- ❖ Motion to suspend the rules by Scott Weaver, with a second by Ben Prescott. All voted yes.
- ❖ Motion to approve by Ben Prescott with a second by Matt Rosolowski. All voted yes.

ORD. 2021-20 AN ORDINANCE AUTHORIZING THE MAYOR AND THE CLERK-TREASURER TO ADVERTISE FOR BIDS FOR RESIDENTIAL CURBSIDE RUBBISH AND RECYCLING SERVICES WITHIN THE VILLAGE. 1st Reading.

ORD. 2021-21 AN ORDINANCE NAMING MICHELE STUCK, ATTORNEY AT LAW, AS SOLICITOR FOR THE VILLAGE OF MANTUA AND FIXING HER COMPENSATION FOR THE PERIOD OF MAY 1, 2021 TO APRIL 30, 2023, AND DECLARING AN EMERGENCY. 1st Reading.

- ❖ Motion to amend by Ben Prescott, with a second by Scott Weaver. All voted yes.
- ❖ Motion to approve by Ben Prescott with a second by Tammy Meyer. All voted yes.

RES. 2021-22 A RESOLUTION OF THE VILLAGE OF MANTUA, OHIO, AUTHORIZING THE ADOPTION OF THE PORTAGE COUNTY MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN. 1st Reading. Michele said Council does not need to pass this tonight, and she recommends taking the time to look it over on the county website since it is new.

Department Heads and Village Engineer

Police Chief Urso:

They held a Safety meeting on March 3 but decided to table electing the new Chair until the April meeting.

Old business: they discussed the parking issue on E. Prospect St., personnel status, we received 8 new portable Marcs radios which are being programmed, plus we got one on an Emergency Management Agency grant, and village hall access.

New business: Harner Plumbing installing touchless fixtures, we were awarded one Mobile Data Terminal on an Office of Criminal Justice Services Grant. A resident approached Chief about the speed limit on High St. and he explained that that is set by the county. Next meeting is April 7. Matt Rosolowski asked a few questions. He wanted to know what is a DAV- It is a disabled vehicle. He asked about the increase in welfare checks this month. Chief said that could be a variety of things- which would require the police to stop and check on someone. It is not uncommon.

Village Administrator's Report:

Mayor Clark already gave this report in her Mayors report.

Gene Arters from C.T. Consultants:

The Mayor addressed everything. Tammy asked if he took care of the Breakaway Excursion issue. He did. The Dollar General was working about 6-10 feet on the Breakaway Excursion property by accident. They will repair everything.

Committees

Scott Weaver for Service, and Planning:

Service- W. Prospect will be starting soon. They discussed Franklin Street and East Prospect. Franklin St. will require some OPWC funding. He thinks we need to start working on it now.

Planning- They did the replat for Majni's property and it will become the new Breakaway Excursions. They are still working on the old Middlefield Bank building. There may even be a buyer for it. Scott said the Planning Commission plans to work on village sidewalks in the spring. There were a ton of maintenance issues that Maryann and the Mayor sent letters out about.

Mayor Clark added that at Service they talked about the residential aggregate that will result in a grant of about \$2700 per year. One suggestion for the grant money is to start replacing lights in our government building with LD lights. At Planning they talked about changing their monthly meeting date to the first Wednesday of each month at 6:30 pm. after Safety.

Marty Hura for Safety, Parks and Shade Tree:

Safety has already been covered, and Parks and Shade Tree will be meeting tomorrow evening in person.

Mayor Clark for Cemetery & Board of Zoning Appeals:

Cemetery- Mayor Clark said the Trust request was approved. She will send out the final draft to everyone before it goes to the Trust.

Board of Zoning Appeals- Mantua Vet Clinic is still not sure if they are going to move forward on their project or not. There is another application for a mural which will have to go to the BZA. Tammy said she attended the DMRC meeting and shared Council's concerns about the maintenance of the murals. Mayor Clark said she heard there may be a mural on the east side of Mantaline, also on Suds your Duds, and the Mocny building on Prospect Street. The Chilling Station is also doing one. John Clark, Planning Chair was concerned about the mural being used as advertisement, which may not be allowable.

Tammy Meyer for Finance and Safety-

Finance- Tammy said Finance discussed the legislation, the outdated public records request form, Council pay, which Finance did not want to do. Finance talked about the 2022 budget that is being worked on, and the solicitor ordinance. Finance tabled hourly pay of overtime, whether it becomes overtime after 40 hours or after 8 hours.

PCRP- Ben said nothing for Regional Planning.

New and Other Business-

Mayor Clark said if we want to apply for funding for OPWC for West Franklin Street. The preapplication is due the end of May. Council should decide so Gene has time to put it together.

Mayor Clark reached out to Christina Wagner from ODOT about 50/50 funding or we could look at CDBG funding also.

Chief Urso said W. Prospect St. has been flagged and the contractors are bringing in equipment. They should start digging Monday.

Matt said lockdowns are being lifted. He thinks we should think about meeting in person again. Scott wants to wait until everyone is vaccinated.

Heather said the flagpole at the park may be covered by a grant opportunity. Mayor Clark is hoping if we buy the concrete maybe we can get local volunteers to do the work. Chief Urso suggested contacting the Maplewood career center for kids in the masonry class that need projects.

Mayor Clark said Dave Akerley has been getting lots of repairs done at the park and the garage. Soon they will be starting on storm sewer work.

Anything else that may properly come before Council-

Adjournment

❖ Motion to adjourn at 7:56 by Ben Prescott, seconded by Marty Hura. All voted yes.

Mayor Linda Clark

Jenny August, Clerk-Treasurer