

BUDGET WORKSHOP
MINUTES
May 18, 2021
6:00 PM

Mayor Clark called the meeting to order at 6:00pm

ROLL CALL: Matt Rosolowski, Ben Prescott, Tammy Meyer, Heather Paisley, Scott Weaver and Marty Hura.

Other Village Personnel: Mayor Linda Clark; Clerk- Treasurer, Jenny August; Village Solicitor, Michele Stuck, Police Chief, Joe Urso; and Village Administrator, Maryann Fabian.

Citizens Present: possible zoom viewers

DISCUSSION:

2022 Budget:

Mayor Clark opened the discussion and started with the Police Department budget. Tammy asked if we are going to need to adjust the budget if we lose dispatching to Garrettsville. Chief said we still have the same fixed costs because we are still in a contract with the fire district.

Mayor Clark noted that the park wages are reduced from \$20,000 to \$12,000 which will not be enough to cover the wages for the part timers. Jenny said that is in line with the actual amounts from previous years, which is what Council wanted to do. Maryann said all of the upgrades to the park that are being done this year will need maintained.

Maryann said the Street budget overtime was removed. Jenny said it was just rolled up into wages. Previous year wages were \$71,000 and now they are \$82,000. Jenny said the current years budget was set up for Dave and Vern's wages. Now we are going with actual places they worked so some of their wages will be coming from other funds. Maryann said the total wages needed for the four employees totals \$125,778. According to the budget we are short \$11,000. Mayor Clark said we are saving \$26,000 from the Village Administrator wages since we combined two positions compared to last year. She recommends taking some of that money and using it where we are short. Jenny said we have already used it in other areas.

Heather asked if we can reduce some areas of tree care. Maryann said most of the tree work is due to safety issues. Jenny said we can reduce Insurance and Bonding by \$3000, but it will have to stay in General Fund. Maryann would like to put \$1500 in Park wages and \$1500 in Tree Care wages.

Mayor Clark said Streets Operating has been reduced from \$13000 to \$12000. Maryann said she is splitting expenses out differently than they were split in prior years. Mayor Clark asked if we know what is going to happen with License Tax money and when people will be made to renew their license plates. Chief said after July there should be no more extensions. The BMV's are open. We are currently showing a deficit in Streets because of it. Matt asked about the Gas Tax/Matts Road. Mayor Clark said when we got the gas tax increase Council elected to use it towards a local match for the Matts Road bridge if we can get a grant. Mayor Clark said we are expecting another disbursement of Cares Act money which may be helpful in making up for lost revenue from license tax.

Maryann said she did not see anywhere in the budget where we start saving for replacing trucks or repairing buildings. We need to start planning for these things. Mayor Clark said the Boy Scouts and the Potato Festival are responsible for the repairs to the buildings they are using.

Jenny said there is one more change for the General fund. We need to add \$43,700 in transfers out to accommodate the village hall loan payment. The transfers out line should be \$55,700. Jenny said we tend to be conservative on revenues so we don't over appropriate, so it usually works out. Heather asked about changes to the telephone budget. Jenny said Joe will be signing new contracts in September that might help to reduce the phone bills.

Tammy asked if \$500 for bullets will be enough for Police fund 2064 with prices increasing. Chief said we bought a lot of ammo in 2020 so we should be okay.

Heather asked if we expect any reductions in Workers Comp. Jenny said our rates are already pretty low because we don't have many claims.

Tammy asked if we might see a reduction in the electric budget at village hall with all of the upgrades. We will see. Matt noticed that the street light budget averages \$11,000 per year, and asked if we can do anything about that. Maryann said with vandalism, we could probably use more. Mayor Clark said years ago when we were in trouble financially, we did cut off a street light on most streets.

Heather asked if we can reduce insurance. Mayor Clark said we are following recommendations by Risk Management and hope that will help reduce claims and our costs.

Jenny said there is a change needed in the Capital Projects fund 4905. We need to show under "revenues transfers in" of \$12,000. Jenny said there are also some clean up and type-o changes with numbering.

There were no more questions or changes. The amendments will be made at the Council meeting that follows so everyone can have a clean copy for the final reading in June.

Adjournment

Ben Prescott moved to adjourn at 6:55 pm with a second from Heather Paisley. All ayes on vote.

Mayor Linda Clark

Jenny August, Clerk-Treasurer

REGULAR COUNCIL MEETING
MINUTES
May 18, 2021
6:59 PM

Mayor Clark called the meeting to order at 6:59pm and led the Pledge of Allegiance and asked for a moment of silence for Olga Kolesar.

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

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

Citizens Present: Zoom viewers

Acceptance of Council meeting minutes:

Mayor Clark asked for a motion to accept the Regular April 20, 2021 Council meeting minutes.

- ❖ Scott Weaver moved to approve the regular Council meeting minutes from the April 20, 2021 meeting, with a second from Tammy Meyer. All eyes on roll call.

For the April 28th Special Council meeting, Tammy noted that Paula Tubalkain's name was still in the "Roll Call" and Heather Paisleys name was missing.

- ❖ Marty Hura moved to amend the minutes of April 28, 2021 Special Council meeting with a second from Scott Weaver. All voted yes.
- ❖ Motion to approve as amended by Scott Weaver with a second from Marty Hura. All voted yes.

Mayors Report:

Mayor Clark has a letter from Ohio Department of Transportation regarding the bridge work to be done in 2022. She asked them not to close SR 44 for 28 days. They reevaluated the work and offered an option to close for three full days before Memorial Day 2022. This may cause some school bus re-routing, or maybe they can do it over a weekend before Memorial Day, but not Memorial Day weekend. Council chose the weekend closure. Authorizing legislation will be coming.

On Saturday, the Chamber of Commerce and the DMRC will be hosting a celebration to welcome the 26 new businesses in the area. The celebration will take place on May 22nd at 2:00pm in Benner's green space on Main Street.

Citizens: No comments at this time.

Financial Reports:

Jenny said funds are stable. There will be a fund adjustment next month due to a voided check from 2020. Revenues totaled about \$216,260 which included a check from the Cemetery Trust, OPWC Pass through payment for W. Prospect, semiannual property taxes, and income taxes. The expenses including payroll came to about \$140,126, including paying CT for W. Prospect St work, the annual insurance and road salt. Everyone should have received the credit card report. Most charges are normal plus a few expenses to Buchert Park. Zoning revenues are up. Park and Village Hall operating expenses are up a bit. Checks 46454 through 46504 were written in April. There were no questions or comments on the Financial reports.

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

Correspondence:

Mayor Clark said we have received a lot of checks for the Killed In Action Memorial. She also received a letter from Victor Corneliussen from North Jackson. He and his wife buy flags and plaques for KIA Veterans. They would like to attend the ceremony when we have it and they will provide flags and plaques for the families.

Bills of Resolution, Addendum Bills of Resolution

There was no discussion.

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

Legislation:

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. 3rd Reading.

Michele said we can now add Maryann Fabian's name in the Village Administrators spots and also add in the publication dates of June 21st and June 28th.

- ❖ Motion to amend by Ben Prescott with a second from Tammy Meyer. All ayes on vote.
- ❖ Motion to approve as amended by Ben Prescott with a second from Marty Hura. All ayes on vote.

ORD. 2021-24 AN ORDINANCE AMENDING SECTION 331.45 OF THE CODIFIED ORDINANCES OF THE VILLAGE OF MANTUA, RELATING TO DISTRACTED DRIVING, AND DECLARING AN EMERGENCY. 2nd Reading.

Michele said the Safety Committee recommends further amendments to add language to Section 331.45 to say "or initiate, receive, or otherwise engage in a telephone call".

- ❖ Motion to amend by adding language to subsection A by Heather Paisley to say "or initiate, receive or otherwise engage in a telephone call" with a second by Marty Hura. All ayes on vote.

ORD. 2021-25 AN ORDINANCE APPROVING AND ADOPTING A PERMANENT BUDGET FOR 2022 FOR THE VILLAGE OF MANTUA, AFTER PUBLICATION AND PUBLIC BUDGET HEARING PURSUANT TO OHIO REVISED CODE 5705.30. 2nd Reading.

Jenny read the proposed amendments that were recommended in the Budget Workshop. Jenny said in the General Fund we would reduce insurance by \$3000, increase Park and Tree Care wages each by \$1500, and increase Transfers Out by \$43,700. Then in the Capital Improvements fund 4905, transfers in would increase by \$12,000, plus tidy up numbers.

- ❖ Motion to amend by Matt Rosolowski with a second from Tammy Meyer. All voted yes.

ORD. 2021-26 AN ORDINANCE AMENDING SECTION 121.03, ARTICLE XII, SECTION (1)(a) OF THE VILLAGE OF MANTUA CODIFIED ORDINANCES CONCERNING THE SERVICE COMMITTEE. 1st Reading.

- ❖ Motion to suspend the rules by Marty Hura, seconded by Scott Weaver. Ben Prescott, Scott Weaver, Heather Paisley and Marty Hura voted yes. Matt Rosolowski and Tammy Meyer voted no. Ordinance 2021-26 goes to second reading.

ORD. 2021-27 AN ORDINANCE PROVIDING FOR THE SUBMISSION TO THE ELECTORS OF THE VILLAGE OF MANTUA, AT THE GENERAL ELECTION ON NOVEMBER 2, 2021,

A PROPOSED TAX ORDINANCE AMENDING SECTION 173.012 OF THE VILLAGE OF MANTUA CODIFIED ORDINANCES, "PURPOSES OF TAX; RATE", SO AS TO INCREASE THE RATE OF TAXATION ON INCOME TO TWO PER-CENT (2%). 1st Reading.

Tammy asked Jenny how much the ½ % increase will generate. Jenny said \$216,667. Tammy said we may be losing our dispatch contract with Garrettsville at the end of the year. Chief said this is a loss of \$90,000. Matt added that we may submit a counter offer as well as look into possibly signing up other municipalities and offer our services. If Chief comes up with a list of communities we can target, Matt will come up with a sales pitch. Chief said that in the future, the county may go to centralized dispatching. Heather said maybe we can counter with a rate freeze. Matt asked if there is funding available for us training rookie Police Officers. Chief said there are programs like that. Jenny said we looked into that awhile ago, and at that time we were required to commit to hiring them full time with benefits for three years. Mayor Clark said we could consider only asking for a ¼ % increase but if we realize in a few years that it wasn't enough, we would have to ask the voters again. Matt doesn't like squeezing the residents every time we need money. Mayor Clark said for clarification, she would like someone to make a motion to amend the header to say increase from 1 ½% to 2%.

- ❖ Motion to amend the header wording to say "increase from 1½% to 2%" by Matt Rosolowski with a second from Heather Paisley. All voted yes.

Scott asked if we can add into the heading that the increase is specifically for law enforcement. Michele read the revised heading. Matt said he wants to say that he doesn't want to additional money to be used for any revenue generating things such as red-light cameras.

- ❖ Motion to amend the header wording to say "increase from 1½% to 2% with the additional ½% to be used only for law enforcement and public safety purposes" by Ben Prescott, seconded by Scott Weaver. All ayes on vote.

RES. 2021-28 A RESOLUTION REQUESTING AND AUTHORIZING THE PORTAGE COUNTY BOARD OF ELECTIONS TO PLACE UPON THE VILLAGE OF MANTUA BALLOT AT THE GENERAL ELECTION OF NOVEMBER 2, 2021, THE QUESTION OF WHETHER ORDINANCE 2021-27, INCREASING THE VILLAGE OF MANTUA INCOME TAX TO TWO PERCENT (2%), SHALL BE APPROVED IN ACCORDANCE WITH OHIO REVISED CODE SECTION 718.04. 1st Reading. This is the ballot language for the previous ordinance. No discussion.

ORD. 2021-29 AN ORDINANCE AUTHORIZING CERTAIN ADJUSTMENTS TO THE 2021 APPROPRIATIONS AND DECLARING AN EMERGENCY. 1st Reading.

Jenny explained the increase in General fund of \$43,700 is because when we set the appropriations we forgot to add the transfers out of property tax to the village hall debt retirement. The Water Capital Improvement fund is due to a voided check, which put the money back into the fund. Once appropriated, we will send it to the county since as part of the transfer agreement.

- ❖ Motion to suspend the rules by Ben Prescott, seconded by Marty Hura. All ayes on vote.
- ❖ Motion to approve by Ben Prescott, seconded by Marty Hura. All ayes on vote.

Department Heads and Village Engineer

Police Chief Urso:

Chief Urso they had a Safety meeting May 5th.

Old business: they discussed the distracted driving legislation, and traffic enforcement concerns.

For personnel, they interviewed a part time dispatcher, talked about moving the auxiliary officer to part time. They are applying for another grant for another computer for the car.

New Business. They talked about Covid guidelines and also the Garrettsville dispatching contract. Also, the Mantua Police and the Mantua Shalersville Fire District has a program with University

Hospitals and they are donating 3 Automated External Defibrillators (AED's) to the Police Department for patrol cars.

- ❖ Motion to accept a donation from University Hospitals to the Police Department for three AED's for the patrol cars by Ben Prescott, seconded by Scott Weaver. All voted yes.

Governor DeWine is opening things up, so Chief is planning on having the next Safety meeting in person on June 2.

Village Administrator's Report:

Village Administrator Maryann Fabian said she will be emailing her report. Buchert Park is done, but there is still a little work to do for Risk Management with the pavilions. The crew did a great job. Grass is planted, and the wall for the time capsule is done.

Vern Oswald, one of the employees that was put on mandatory quarantine after possible exposure to Covid-19 used 40 hours sick leave. Last month Council authorized paying the quarantined part time employees regular pay, but Vern Oswald used his sick leave. Maryann agrees that it was unfair. She asked Council to give Vern back his 40 hours of sick leave and pay him regular pay out of the street fund.

- ❖ Motion to give Vern Oswald back his 40 hours of sick leave when he was on mandatory quarantine to be paid out of the street fund by Heather Paisley with a second from Matt Rosolowski. All ayes on vote.

Heather commented that the park looks great. Maryann agreed and said the Cemetery looks great as does West Prospect Street. Spruce up day is this coming Thursday. The village will provide mulch to the students. This year there may not be as many students as there usually are.

Maryann said we have been very busy with funerals and also zoning work.

Mayor Clark said we got quotes back from Canada Road from Todd Lamb and Perrin Asphalt. Perrin did not follow the guidelines and plans to do what we wanted to be done. Todd Lamb's quote came in at \$47,970.

- ❖ Motion to contract with Todd Lamb Paving to do Canada Rd. for \$47,970 by Scott Weaver. Matt Rosolowski seconded the motion. All voted yes.

Gene Arters from C.T. Consultants:

Mayor Clark said Council approved C.T. Consultants doing the preapplication for West Franklin St. to give us some costs. The county is not able to do a joint project with us on this, so they are working on their own CDBG (Community Development Block Grant) funding. We have two options:

Plan A: We would start at the dead end of West Franklin and go to Elm Street, and this would include replacing the storm sewers on West Franklin plus the Oak St. to West Prospect St. storm sewer. This would cost \$770,000. The grant would be for \$300,000, there would be a \$200,000 loan, and a \$270,000 local share. Mayor Clark did not recommend this option because the county will be coming in and tearing it all up when they replace the smaller waterlines. Gene Arters said some of the waterlines are the newer 8" lines. The county will have to saw cut to replace the portions that have 4" lines. This would mean two projects to inconvenience the residents.

Plan B: We would start at the dead end and go through the Oak St. intersection. We would replace storm sewers and catch basins to Oak Street and include the Oak Street to West Prospect street storm sewer which would alleviate the flooding problems on West Prospect. This would cost \$385,000. The grant is \$250,000 plus a \$50,000 loan. The local share will be \$85,000. The West end of Franklin already has the 8" waterlines- so the county will not be digging it up. Scott Weaver asked about the sanitary lines on West Franklin. Gene said they have not been tv'd yet, but he

thinks it would be a rehab rather than a replacement without tearing out the road. The county is not planning to replace it.

- ❖ Scott Weaver moved to go with plan B for West Franklin Street. Marty Hura seconded the motion. All ayes on vote.

Committees

Scott Weaver for Service, and Planning:

Service- John Clark walked around town looking for places to hang the flower baskets and flags since we can't use the electric poles. The Service Department took all of the brackets down. Some of the business owners are going to allow us to put out some flowers and flags. Also, the DMRC is wanting to do restrooms down at the park. The Service Committee thinks it is a great idea, but are not wanting to rush into it without considering everything. Vandalism, maintenance, etc. Also, crack sealing was discussed.

Planning- The Planning Commission talked at length about chickens in the village. There are four residents with chickens. These chickens should not be free range.

Maryann Fabian added that there are about 30 flags up right now, but they are spread out. Matt said that he heard that some of the flags do not have a light shining on them at night. They must be lit. Maryann said we may need to take some of the flags down then. Scott Weaver said we might consider solar flag lights. Mayor Clark said before taking them down, maybe we can get the business owners to take them down at night and put them back up in the morning. Heather Paisley said solar lights for flags are about \$20.

Scott said they had a food truck at the mini mart. Maryann sent him a letter. Mayor Clark said Planning is going to discuss at the next meeting if food trucks will be allowed in the village.

Matt said he wants to talk about sidewalks at the Service meetings. He wants to look for broken or dangerous ones, and also start to encourage residents to keep the brush trimmed along and in sidewalks and between. He also wants to talk about the river being cleaned up. Tammy said sidewalks are on the Planning agenda as well.

Heather Paisley for Safety:

Heather said the Chief covered everything.

Marty Hura for Safety, Parks and Shade Tree:

Parks: The park looks great. Progress is being made on the time capsule.

Shade Tree: They meet tomorrow. They are going to start looking for planting areas for trees that have been removed. They will be looking at which trees still need to be replaced or removed.

Mayor Clark for Cemetery & Board of Zoning Appeals:

Cemetery- Mayor Clark said there have been donations coming in for the Killed in Action Memorial. One donor took a large amount to the monument company so they can get started. Mayor Clark has a contract to look over so they can proceed. We have collected nearly the full amount already plus some towards the footer. The guys have the cemetery cleaned up. Cookie is going to start planting flowers and placing the urns.

Board of Zoning Appeals- There is one hearing this Thursday for a mural.

Tammy Meyer for Finance-

Tammy said Jenny has covered Finance. The Finance Committee talked about the ½% proposed tax increase quite a bit.

PCRP- Ben said there were three municipalities that changed ordinances. They are working on new regulations for subdivisions.

New and Other Business-

Mayor Clark said we got a letter from ODNR about the Paddling Grant. We did not receive it. There were so many applications and not enough money to approve them all. We will try again next time.

Scott told Maryann that 10689 Maple Street vacant house needs the grass mowed again. Mayor Clark said she and the Chief are working on sending out letters for long grass. Also Mayor Clark spoke with the Attorney who is working on the Maple Street house and he said it is almost ready for Sheriff sale.

Chief Urso said the school wants to do something for the Seniors. This Friday the Chief is going to escort the seniors through town at 8:00 pm from the High school and then there will be fireworks at 9:00. Main Street will not be shut down.

Anything else that may properly come before Council-

Starting in June, Council and Committee meetings will be in person in Council Chambers. Maryann said people that don't vote should still be able to zoom in. Ben said he won't come if someone is not vaccinated. The meetings will not be open to the public in June.

Adjournment

❖ Matt Rosolowski moved to adjourn at 8:40 with a second from Ben Prescott. All ayes on vote.

Mayor Linda Clark

Jenny August, Clerk-Treasurer