

REGULAR COUNCIL MEETING
MINUTES
October 19, 2021
6:30 PM

Mayor Clark called the meeting to order at 6:30pm and led the Pledge of Allegiance and asked that everyone remain standing for a moment of silence for Ronnie Haines.

Roll Call: Chuck Peterson, Tammy Meyer, Scott Weaver, Heather Paisley, Marty Hura, and Nina Schroeder.

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

Citizens Present : Steve Thorn, Teresa Criblez

Mayors Report:

Mayor Clark introduced Teresa Criblez who will be the new fiscal officer. She will start on Oct. 25. When she was interviewed she had 13 out of the 15 required job skills. She has a strong accounting an HR background. Everyone welcomed her.

Mayor Clark said DMRC has paid the local match for Buchert Park Trail Phase 3 with an extra \$500 in case something goes over. She would like to get a work authorization for CT Consultants to do the engineering in the amount of \$11,000.

❖ Motion to approve an \$11,000 work authorization for CT Consultants by Scott Weaver, seconded by Tammy Meyer. All voted aye.

Next, Mayor Clark said she has been working on the annual employee medical insurance renewal and should have quotes to email to everyone before the appropriations workshop. Council set the workshop for November 9 at 6:00 pm.

Maryann Fabians six-month probation is over and Mayor Clark wants to continue her employment. The KIA memorial has been delivered. Mayor Clark will contact the Cemetery Board to discuss a dedication ceremony. She has sent letters to the donors.

Mayor Clark asked Solicitor Michele Stuck about putting an article in the paper about the levy. Michele advised that the ORC prohibits expending public funds for promoting a levy, and that you must be very careful. Office resources may not be used.

Citizens: Steve Thorn suggests that the minutes should be put on the website in a draft form right after the meeting so people don't have to wait. Nina Schroeder said she is all for transparency, but the minutes are not always done right away.

Financial Reports:

Jenny reviewed the financial reports.

- All funds are stable.
- There were no adjustments on the cash summary report.
- Revenues were normal at \$102,986.
- Expenditures were also normal at \$102,290
- The visa report shows normal monthly charges
- Revenues are mostly on track but some of the grant funds are under because we have not received our pass-through payments or reimbursements.

- Appropriations overall look good.
 - No adjustments on the bank rec.
- ❖ Motion to accept the financial reports by Tammy Meyer, seconded by Scott Weaver. All ayes on vote.

Correspondence:

Jenny said that we received our official proclamation from the Ohio Secretary of State Frank LaRose that is required by Ohio Revised Code 703.06 which is certifying that our official 2021 census has decreased to 1,001 village residents. We have lost about 40 residents since the last census. Also, Jenny received a letter and a petition signed by 35-40 residents and business owners, which she read into the record. Those that signed the petition would like Council people to provide an email address and picture for the website so that the residents can contact their Council people. The petition is available for anyone who would like to read it and see who signed. Scott said he received a letter from Ellie Stamm asking that the rooster legislation be reconsidered.

Bills of Resolution, Addendum Bills of Resolution

Jenny said one bill came in today for Charles Auto in the amount of \$869.03 that will need to be added to the Bills list. Michele said on line 37 the zoom fees are leftover from last month and she has been paid. The amount should be for \$9 for Recorder fees. Chuck asked why he is being reimbursed \$10. Jenny said OPERS reimbursed his first month contribution because of the date he signed his form.

- ❖ Motion to add the \$869.03 for Charles Chevrolet and reduce Michele’s amount to \$9 by Tammy Meyer with a 2nd by Scott Weaver. All ayes on vote.
- ❖ Motion to approve the Bills of Resolution and Addendum as amended by Scott Weaver, seconded by Marty Hura. All ayes on vote.

Minutes:

Maryann Fabian said on page 5 in the Sept. 21, 2021 regular meeting minutes under CT Consultants it says we applied for LTAP and it should be LTIP, and SKIP should be spelled SCIP.

- ❖ Heather Paisley moved to amend page 5 of the minutes from the Sept. 21, 2021 regular council meeting, with a second from Scott Weaver. All ayes on roll call.
- ❖ Scott Weaver moved to approve the minutes from the Sept. 21, 2021 regular Council meeting with a second from Marty Hura. All voted yes.

For the Sept. 21, 2021 Public Hearing minutes Maryann said in the paragraph starting with Lorraine Harbaugh, what Maryann actually said this came about because a resident called about getting chickens and when she researched it, she realized nobody should have chickens. Mayor Clark said these minutes will have to be amended and approved next month after Jenny listens to the recording.

For the Special Council meeting minutes from October 13, the date at the top of the page is incorrect.

- ❖ Tammy Meyer moved to approve as amended the minutes from the October 13, 2021 special council meeting, with a second from Chuck Peterson. All ayes on roll call except Marty Hura who abstained.

Legislation:

ORD. 2021-32 AN ORDINANCE AMENDING SCHEDULE 305.02 AND SECTION 400.01.F OF THE ZONING ORDINANCES OF THE VILLAGE OF MANTUA RELATING TO AGRICULTURAL USES. 3rd Reading.

- ❖ Motion to take off the table by Tammy Meyer, with a second by Scott Weaver. All ayes on vote.

Mayor Clark said Planning Commission discussed this and recommended allowing roosters in rural residential.

- ❖ Motion to amend to allow roosters in rural residential by Tammy Meyer, seconded by Scott Weaver. All ayes on vote.
- ❖ Motion to approve by Scott Weaver, seconded by Tammy Meyer. All ayes on vote.

ORD. 2021-41 AN ORDINANCE AMENDING SECTION 480.07 OF THE ZONING ORDINANCES OF THE VILLAGE OF MANTUA REGARDING RESPONSIBILITY FOR EXTERIOR MAINTENANCE OF PROPERTIES. 3rd Reading. No discussion.

- ❖ Motion to approve by Scott Weaver, seconded by Marty Hura. All ayes on vote.

ORD. 2021-42 AN ORDINANCE ENACTING CHAPTER 723 OF THE CODIFIED ORDINANCES OF THE VILLAGE OF MANTUA, REGULATING MOBILE FOOD VENDORS WITHIN THE VILLAGE OF MANTUA. 3rd Reading. No discussion.

- ❖ Motion to approve by Tammy Meyer, seconded by Scott Weaver. All ayes on vote.

RES. 2021-46 A RESOLUTION AUTHORIZING THE ALLOCATION AND EXPENDITURE OF PUBLIC FUNDS OF NO MORE THAN TWO HUNDRED FIFTY DOLLARS FOR THE PURCHASE OF BEVERAGES AND LIGHT SNACKS FOR THE BENEFIT OF VILLAGE EMPLOYEES AND THE GENERAL PUBLIC. 2nd Reading

Nina Schroeder asked why we are not also removing language for token gifts and meritorious service awards. Michele said that clause refers to an Attorney Generals opinion of what you can do. Maryann said she will be taking some of these beverages to the service garage. Michele said we can amend the legislation to state that.

- ❖ Motion to amend to add service garage by Heather Paisley, with a second by Chuck Peterson. All ayes on vote.

RES. 2021-52 A RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE PORTAGE COUNTY BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR, AND DECLARING AN EMERGENCY. 1st Reading.

Mayor Clark said we usually do this in August but it got missed. Michele got permission by the Tax Commissioner so we could submit it late.

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

RES. 2021-53 A RESOLUTION DECLARING THE 2001 STERLING L75 TRUCK WITH SALT SPREADER NOT NEEDED FOR MUNICIPAL PURPOSES, AUTHORIZING THE VILLAGE ADMINISTRATOR TO DISPOSE OF THIS EQUIPMENT BY INTERNET AUCTION, AND DECLARING AN EMERGENCY. 1st Reading.

Marty asked if the salt spreader could be used on any other trucks. It doesn't fit.

- ❖ Motion to suspend the rules by Scott Weaver, seconded by Marty Hura. All ayes on vote.

- ❖ Motion to approve by Marty Hura, seconded by Scott Weaver. All ayes on vote.

ORD. 2021-54 AN ORDINANCE AMENDING SECTION 4.9 OF THE VILLAGE OF MANTUA EMPLOYEE HANDBOOK IN ORDER TO INCLUDE FUEL CARDS IN THE VILLAGE CREDIT CARD POLICY. 1st Reading. Michele said an Auditor of State Bulletin indicated that they wanted to make sure all municipalities had a credit card policy that includes fuel cards.

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

ORD. 2021-55 AN ORDINANCE APPROPRIATING FUNDS TO RUN THE VILLAGE OF MANTUA DURING THE FISCAL YEAR ENDING DECEMBER 31, 2022, AND DECLARING AN EMERGENCY. 1st Reading.

Mayor Clark asked if we want to look at this now or wait until the work shop. Tammy said if we wait for the workshop we will know if the levy passes. Mayor Clark said on page 8 the amounts for Buchert Park Phase 3 fund 4201 the local match from DMRC does not show up. Jenny said she will have to clean up the numbers for the workshop. Mayor Clark would like to appropriate funds to make a PO for CT to start on the design work. Jenny said we can appropriate it next month.

- ❖ Motion to amend by Tammy Meyer, seconded by Scott Weaver. All ayes on vote.

Jenny asked what the amendment is. Mayor Clark said it is for Jenny to look at the numbers so we can appropriate something for CT to get started. Michele said no amendment should be made until Jenny has a specific number to amend.

- ❖ Motion to unamend by Tammy Meyer, seconded by Scott Weaver. All ayes on vote.

Department Heads and Village Engineer

Mayor Clark asked Gene from CT Consultants to go ahead and give his report first since we had him on the phone.

Gene Arters from C.T. Consultants:

Gene said Buchert Park Phase 2 is complete. He has walked the site of Phase 3 with DMRC to see what we are doing. CT is in the process of applying for the LTIP and SCIP funding. Mayor Clark said in the capital project list we need to remove the water and sewer projects.

Village Administrator's Report:

Village Administrator Maryann Fabian said the report is in the Council packet. She wanted to talk about the service garage and the needed repairs. She said Jeff Benner recommends having a civil or structural engineer do a study of what needs to be done. Maryann asked Gene Arters if he can get a quote for the study. Tammy said we need a civil engineer so we can determine what kind of expense we are looking at with our budget. Gene said he and Brian Rogers looked at it, but they are not structural engineers or architects. Brian has more experience and thought some tuck pointing and brick replacement may do it, but he also thinks a structural engineer needs to look at it.

- ❖ Motion to have a civil engineer come out and give us a quote for a report on what we will need to do by Scott Weaver, seconded by Tammy Meyer. All ayes on vote.

Maryann said she included with her report a quote from Benner Masonry. Brock Benner says the steps can be repaired by Euro repair and it will look good. The cost for this will be about \$3,850. Scott said it needs to be done. Heather agreed and said we should do it. It is going to get too cold

for concrete work, so this will be a spring project. The other two bids Maryann got were for \$12,000 and \$6,000.

Maryann said they put a notice in the paper that residents can come and get free wood chips and mulch but we had no takers. Steve Thorn said he is interested.

A resident on Regan is putting in a new driveway and took the lid off the storm sewer. They said they would put a new top on it. It is on our list to be repaired as the line is blocked. They jetted it out. Mayor Clark said if we go back and repair it, we will have to fix their driveway. Marty asked if the storm sewer was always in their driveway. Maryann said no, the resident is widening their driveway. Maryann said they are putting a real nice grate top on it. They have a mason who will fix it up, brick it up and make it nice. Heather said we can look into having them sign a waiver stating that if we have to do any repairs in the next five years we do not have to pay to fix the driveway. Chief Urso recommended getting the specs from their mason.

Police Chief Urso:

Chief Urso said the Safety committee met on Oct. 6. They approved the minutes, reviewed reports, talked about the siren on Reservoir, and the LED radar sign. For employee status, we talked about promoting one part time officer to full time so we can stop being a training ground. We have two interested candidates. Also, Trick or Treat is Oct. 31 from 5-7pm.

Committees

Scott Weaver for Service, and Planning:

Service and Planning are both talking about sidewalks. Dan Tillet has a proposal for a parking lot behind the meat store. It is a great idea, but will cost a lot of money. They would like to apply for the CDBG (Community Development Block Grant). Mayor Clark said there is a lot to do for that, such as surveys being done and easements in place. They would want the village to maintain the parking lot. Charlie English has plans for 60 parking spaces by the depot and he wants the village to pay the costs for the surveys and easements. There would be other access such as the drive next to Jakes being made back into a road, and then also through the east side of the granary on the Van Auken property. Do we need 120 parking spaces, or do we want to do just one lot? Charlie English also wants the village to purchase the depot before he passes away.

Also, Mayor Clark was approached by Steve Zabor from the Rotary and Edie Benner because the kiosk that was supposed to go in front of the depot was not placed when the big Mantua letter sign was moved. That was an Eagle Scout project that was never done. They were going to put the kiosk next to two 40-foot train track rails. They want us to move the kiosk across the street with the train track rails over by the trail behind McDonalds.

Service- Scott said the Cemetery Board worked with the Service committee and decided they must raise the burial rates. They also talked about the Sterling truck, and the front steps of this building. The Service committee also recommends accepting Pierson's survey which consolidates five lots. We are surveying village properties by the water plant. We would keep the easement for the canoe takeout.

❖ Motion to accept the Pierson survey not to exceed \$4,000 by Tammy Meyer, seconded by Heather Paisley. All eyes on vote.

Planning- They talked about parking lots, roosters, campers, and section 410.07 clarification of sidewalks.

Tammy Meyer for Finance-

Tammy said the Finance committee reviewed the financial reports, the legislation, and the appropriations.

Marty Hura for Parks and Shade Tree:

Parks: Marty said the Parks Commission had a long discussion with Phil Rath of Compass Packaging, and it was the most productive meeting they have ever had with a guest. Mayor Clark said Phil took an engineer to look at the park lodge bathroom. If we put in a bathroom in the spud building, we will have to pay a tap in fee and have another water bill. Phil is looking at adding 2 bathrooms to the park lodge, and this would be for Buchert Park Trail Phase 4. We can put in new concrete because Natureworks does not pay for repairs to old concrete. The grant does not cover maintenance or repairs.

Shade Tree: Mayor Clark said Shade Tree is looking for funding to pay for replacing trees that have been removed from tree lawns.

Mayor Clark for Cemetery & Board of Zoning Appeals:

Cemetery- The KIA Memorial was already talked about. One tree will need removed and our service department can do it.

Board of Zoning Appeals- There are three BZA variance applications in the works, but nothing firm yet.

Portage County Regional Planning:

PCRP- Mayor Clark said Lisa From PCRP said we need someone to volunteer to represent the village.

Heather Paisley for Safety: Heather said the Chief covered everything. She thinks we should look into joining a group to add alerts.

Chuck Peterson for Fire Board: Chuck said Hiram is going to start billing the MSFD (Mantua Shalersville Fire District) for EMS calls when Hiram is called to assist. The Fire Board thinks this is mutual aid and they are not billable charges, so they will not be participating. Garrettsville has Hiram helping with 90% of their calls and they are planning to bill Garrettsville for those assists. Chief Roosa, MSFD, said we are not participating.

New and Other Business- Nothing.

Anything else that may properly come before Council- Tammy Meyer thanked Jenny for her years of service to the village

Adjournment

❖ Heather Paisley moved to adjourn at 8:19 with a second from Scott Weaver. All ayes on vote.

Mayor Linda Clark

Teresa Criblez, Fiscal Officer