

**Village of Mantua
Service Meeting Minutes
Tuesday, September 5, 2023, 6:00 P.M.
Mantua Village Hall
4650 W. High St.**

- I. **Call to Order** by Tammy Meyer at 6:00 P.M.
- II. **Pledge of Allegiance**

Roll Call

Members Present: Tammy Meyer, Kevin Maloney, Marty Hura

Motion to Excuse Chuck Peterson made by Tammy, 1st Kevin and 2nd Marty, all ayes

Others Present: Nina Schroeder, Cookie Vanek, Michelle Stuck Solicitor, Ryan Klemm V.A., Mayor Linda Clark, Elena Feather-Faber Administrative Assistant

- III. **Approval of Minutes:** Motion to approve Service Meeting Minutes with no changes or additions by Tammy, 1st Kevin and 2nd Tammy, all ayes
- IV. **Discussion**

- **Mats Road Bridge**

- 1. Michelle discussed emails between ODNR and ODOT discussing bridge. Not sure if bridge has been officially dedicated. Plat records dating back to 1983, and in 1993 there was a Dedication Plat of the Stamm Industrial Park containing Mats Road. In Ordinance 1993-27 is not an acceptance of any land. There are three ways to legally accept a Dedication, which would be: passing legislation and confirmed ordinance, by village engineer making special approval for upkeep, and constructive acceptance. Mats Road and the bridge have not been formally accepted, the road is not considered a formal road, but a proposed road. Have we paved any part of Mats Road? (Tammy) No, it is not paved it is concrete. We have not maintained the road. (Mayor) Has the Village done any work? How does common law apply? (Kevin) How do we get the bridge taken down? (Tammy) We need to follow up with ODNR or ODOT, there is no funding specified for removing a privately owned bridge. (Michelle) Who's responsibility is it to remove the bridge? CT stated the bridge was owned by the Village. Who is responsible for this mistake? (Mayor) We may need to get the Core of Engineers involved and there may be a rare breed of mussel in this area of the river. (Ryan) Who owns the property on either side of Mats Road and bridge? (Kevin) Stamm, Fall and Stebbins, Benner, and Portage County Water Resources. (Mayor) To establish ownership we may need the courts involvement. (Kevin) Something needs to be done with the bridge due to it being a safety hazard. (Tammy) We can look into a public safety grant. The contamination of the river needs taken care of. What is the Villages liability? Did CT do a comprehensive review? (Ryan) Could the courts site us due to looking into Villages liability? (Nina) Village needs to get the road and bridge surveyed and turn it private. Costs will depend on how much the surveyor will use from previous work done. (Michelle) Do we want to take getting a new survey done to council? (Tammy) To be able to vacate property it will need to be surveyed. (Michelle) Motion to move survey to council made by Tammy, 1st Kevin, 2nd Marty, all ayes.

- **Citizens-** Cookie will be removing pots from Hillside Cemetery. Nina has merged the MOU and has removed any repetition. Tammy will put MOU on next month's agenda.

V. **Village Administrator Report**

- **Completed Project-** Buchert Park Phase
- Cleanup of trees from storm damage was put on hold due to waterline break in the park. There is a tree on Prospect Street that is full of yellow jackets that needs taken care of. Gallaghers took the wood chips from the brush clean up.
- Spoke to Mr. Lombardi in regards to the Thompson Trust, they are willing to help with Hillside Cemetery damages caused from the storm. VanCuren Tree Service will be in on Thursday to remove downed trees. (Ryan)
- The limbs on Reservoir Road, Ficht and the school property need to be addressed. (Kevin) Fall cleanup will be beginning soon and low branches will be taken care of. Didn't want to do this work in the summer. Service department will rent a machine to do the work for one week.
- **Equipment-** Salt box has been ordered, will verify the tractor purchase on Wednesday, we will be paying around \$49,000 and the list price is \$83,000. The Kushman and Chevy have sold for over \$11,000. We will be posting blue Ford tractor for sale.
- **New Projects-** these will begin after storm damage clean up. These include: Hardware store drainage issue and Oak Street. Are we working on any grants? (Tammy) We have applied for some small grants but are unsure as to where we are going future forward (Ryan)
- Are we at the point of a legal issue with CT? (Tammy) We are close to that point. (Ryan, Mayor)

VI. **New/Old Business**

- Discussion on our 5-year plan. Looking back at our 2022 Capital Planning Project. Where are we going and what are our projects? Would like the Village to apply again for the Paddling Enhancement Grant. (Tammy) Sidewalks will more than likely be getting replaced after PCWR repairs are done. (Ryan) Repairs on the Village Hall stairs in front of the Police Station and parking lots, we need a game plan. (Tammy) The repairs that are needed to be done at the Service Garage are a winter project. We will and have been working on storm sewers, these projects can still be done during bad weather. (Ryan) Park improvements are needed. We need to select an item to work on and achieve one project a year. As of now, we need to address the restrooms, playground, and mulch. The grants that are available tend to be match grants at \$100,000. Wants to discuss restrooms with DMRC. Look at Buchert Park Phases. (Ryan)
- Paving on Peck Road and possibly Prospect Street need to be addressed due to truck usage. (Ryan) Is it possible to work with Shalersville to split mobilization costs? (Tammy)
- We will schedule a Capital Planning Meeting for after November. (Mayor)
- **Needs and wants:** a third service department employee and a skid steer.
- Is it possible to move Shade Tree Committee to the end of Service Committee meeting? Can council work on changing meeting times and date starting the first of the year? (Tammy)

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vii. Motion to Adjourn: By Tammy at 7:37 P.M. 1st by Marty 2nd by Kevin, all ayes