

REGULAR COUNCIL MEETING
MINUTES
March, 15th 2016
7:00 p.m.

Mayor Clark called the meeting to order at 7pm and led the Pledge of Allegiance.

Roll Call: John Clark, Marty Hura, Paul Janson Ben Prescott, Giles Seith, and Paula Tubalkain

Other Village Personnel: Mayor Linda Clark; Clerk-Treasurer Jenny August; Village Solicitor Michele Stuck; Lieutenant Ken Justus; Assistant Clerk-Treasurer Ashlee Hawkins; Officer Joe Urso, Officer Stephen Greg

Citizens Present: Bob Gaglione, Carole Pollard, Randy and Lauren Weaver, Mr. and Mrs. Westenfelder, Jen Sobczak

Approval of Minutes:

- ❖ Motion to accept the minutes from the February 16th, 2016 regular Council meeting made by Ben Prescott, 2nd by Marty Hura-**All Ayes**
- ❖ Motion to accept the minutes from the February 24th 2016 special Council meeting made by Ben Prescott, 2nd by Marty Hura-**Paula Tubalkain abstained, rest were ayes**

Mayor's Report

Mayor Clark said that the Village has advertised for a new Village Administrator and we have gotten a nice variety of responses. She has six applications so far. She will be sitting down with the review committee to look over the ones that we have gotten so far, and that we are accepting applications until April 1st. She and Dave have been meeting at least 3 days a week to go over things that we are doing in order to keep everything running smoothly, and they will continue to do that until a Village Administrator is hired.

On March 1st, she attended an AMATS workshop in Richfield which was to go over the grants in place. The big discussion was "do we need to update the bylaws and regulations so they better fit different sized communities" because sometimes, villages like Mantua are not eligible for grants because of our per capita. She said that it's sometimes easier for larger communities to get grants, so they are looking to change it so there are different pots for different sized communities. On March 10 she and Marty attended the Portage County Health assessment meeting. It explained the survey's that have been done and the impact to the county and what would be the best way to address the problems with aged people, and drugs that have been going around. She said that there will be about 4 more meetings in the next two and a half months that she and Marty are going to try and attend.

Due to the fact that we have no Village Administrator at present, Mayor Clark said that she has contacted Regional Planning to apply for 2 CDBG grants. The first application is for 911 funding for upgrades to the 911 system that is going to cost the Village \$1600 a month for the next five years. She said that we will try and get assistance for at least 12 months as the county just informed the Village that this has to be done because they are changing everything to fiber optics. We don't have the funds in the police budget to pay for it since we didn't know it was going to happen this year without transferring funds.

She said that the second grant that we are applying for is for CDBG funds for paving or overlaying East Prospect from Main St. to E. High St. We are asking Regional planning to assist us with applying for this grant as well with CT Consultants handling any engineering. She said that she also asked Regional Planning and CT to write the grant for the ODNR RTP grant for the work to be done on the trails from corporation limit to corporation limit. Our men and any volunteers that we can find, in preparing the area (clearing the brush back, grading the area, laying drainage pipe as needed). We have TA hours with Regional Planning so we are trying to utilize these hours to offset cost. We will continue to use CT for any engineering that is needed for these projects. We will also be applying for funding from OPWC to expand our levy funds for another larger paving project for next year.

Citizens

Terri Vetchry for the Landmark Commission-She said that they have hired two interns from Hiram College, Jacob Dang and Charles Sanders. Terri said that they have begun their deed research through Portage County records. She said that Eric Hummel has a friend who was an abstractor for many years and she was kind enough to meet with her and the two interns and show how to follow a chain of deeds from beginning to present day owners. She also offered to check all of the chain of deeds if they want it done. Terri said that is important because they have been running into road blocks already. There are some deeds that disappear and the abstractor will be able to help figure that out. Terri said that the abstractor gave them her copy code so it will only cost them \$.10 cents per copy instead of \$2 per copy. She said that she will get a bill once a month and she doesn't know if she can give it to Jenny to pay since this will be an ongoing thing. Terri said that the interns have done about 6 houses so far and the earliest one traced right now is from 1806 and it's the bright blue house on Herald Street. Terri said that the interns were not able to attend the meeting tonight but are going to try and be at the one next month. At the last Landmarks Committee meeting, Terri said that they had thought about asking the Chamber of Commerce or the DMRC about giving the Commission donations to provide money for them to do things. She said if they do that, she is not sure who they should write a check to. Terri said that there needs to be continuing education and it's part of their requirement and it's not just for them, but for the entire community. Terri said that Helen Hazlett has continuing education in her real estate business and she had an opportunity to listen to an architectural historian, and she wanted him to come to the Village and do a talk. She said that they tentatively have it scheduled for June at the Hilltop Church and she and Eric Hummel have gone around town and taken pictures of some of the architecture in our town. She said that the expense for that might be for mailing because they would like to do a one sheet flyer to put in peoples boxes. Terri said that she feels like expenses like this should not have to come out of the Landmark Commissions pocket.

Mayor Clark said that the Commission does not have a fund in our budget as of yet. Terri said that if they get \$100 donated, that might be all they need to start but she is not sure. Ben said that we might be able to make a line item for it. Paula said that this is something that Council has indicated in the past that they want to get involved with so that would mean if Council wants them to proceed, then they should probably be looking at some funds. Terri said that the interns are making copies and in order for them to get reimbursed, they will pay for them and then will add an hour to their pay and then the grant provider will pay for that extra hour. Terri said that she thinks that by next year, they might need a small budget somewhere. Mayor Clark said that Jenny stated that she can inquire with the state to be able to establish a line if Council is wanting to accept donations for the Commissions. John Clark asked if the donation would be brought to Council to accept it just like any other donation. Mayor Clark said that would need to be done to at least get it started and then council would need to decide on whether or not they want to appropriate money from somewhere for next year.

Terri said that another thing that came up is about storage. She said that they have legal sized papers that they are getting copies of. She thinks that the Commission is going to need a file cabinet somewhere since they don't have a home base. Mayor Clark said that she thinks that we should be able to come up with a filing cabinet for them to use. Terri said that the best way to keep organized is to go street by street until she figures something else out.

John Clark said that right now, the budget is being looked at for next year and we are not going to be able to wait to get numbers until next year and someone is going to have to give Council their best guess as to what type of budget they are going to need.

- ❖ Motion to have Jenny set up a fund for the Historic Landmark Commission made by Paula Tubalkain, 2nd by Paul Janson-**All Ayes**

Carole Pollard for the Landmarks Commission-Carole said that they have 3-4 things right now that would be considered benefits that they are receiving. Carole said that this is how historic preservation works, the people involved are very generous. She and Helen Hazlett went to a continuing education preservation for Howard Hanna and it was 2 hours on architectural styles. Carole said that it was with the man that they are looking to have come speak in the Village and what he presented was exciting and interesting. This man is willing to do the presentation for free and it can be done at Hilltop Church. They would like to make it a public event. Mayor Clark asked if there is a date yet for the presentation. Carole said that at the next meeting of the commission they should be able to finalize the date.

Mr. Westenfelder- Mr. Westenfelder said that he wanted to talk about the truck that has been parked in front of his house and it's something that the Mayor and Police Chief have talked about already. He said that in ordinance 2014-42 it says that you can't park south of 4515 Prospect St. and Elm St. Mr. Westenfelder passed out some pictures and said that the truck is far beyond 4515. Michele said that this would need to go to the Safety Committee and Mayor Clark said that there used to be a truck regulation within in the village that has been done away with. Mr. Westenfelder said that the person the truck belongs to saw him taking pictures so he parked his personal vehicle in the same spot for a day just to spite them. He said that it is actually more in front of their neighbor's house than theirs but the neighbor is afraid to say anything because she is home alone. He also said that the police have been to this guy's house 1-2 times a month about this. Mrs. Westenfelder said that the truck is also blocking their parking spot that they paid for with the house. Mayor Clark asked if it was a parking spot on the street and Mr. Westenfelder said that it is off the street but it's paved.

Randy Weaver-Randy asked why the Village got rid of the load limits when the streets are so bad. He said that this truck is going up and down West Prospect loaded with railroad ties and it's probably not a good idea. Randy said that West Prospect is sinking, there are sink holes in front of the church and there is an 18 wheeler full of railroad ties going down the road just to make everyone mad. He said that the Village should be able to stop the streets getting ruined by trucks. Randy said that before, the trucks needed to go to Barky Mart to get gas and the Village was built on sand and gravel. He said that this is not a sand and gravel truck, they don't come down West Prospect and Stamms does not either. Randy stated that there is a trucking company on 82 where he can park his truck, and there is an empty parking lot at Compass Packaging that all the truck drivers in Mantua used to park their trucks. He said that if we can't fix the streets because we don't have the money to do so, then we should try and slow down the amount of damage that is being caused. He said that he knows nothing can be done because there is no legislation, but the lady who lives next to where the truck is parked, was pulling out of her driveway and almost got hit by a pickup truck because she could not see around the truck. Randy said that the guy who owns the truck got into a verbal argument with someone who doesn't

even live on their street. Mayor Clark said that they will send this to safety which their next meeting is on April 6th. Paul said that the Service Committee will also look at the load limits for the streets.

Mrs. Westenfelder-Mrs. Westenfelder said that he leaves with the semi-truck and at the same time, someone leaves with his pickup truck and then he is back at the house within 2 hours. She said that it is only there on the weekends.

Lauren Weaver-Lauren said that she does not know if there is anything that can be done with the noise ordinance. She said that at 9am on a Saturday he had the doors of the truck open and the radio at full blast, or he leaves at 11 at night and uses his air horn. Officer Justus said that something may be able to be done about that as long as they know about it. He said there is a noise ordinance about unnecessary noise greater than 50 feet from a vehicle. Mayor Clark said that she and Chief Buchert have been talking about it and will take it to safety.

Bob Gaglione said that if the Safety Committee deems that the original integrity of the road has diminished over the years, then he thinks that the load limits could be reduced. Mayor Clark said that it is in the Codified Ordinances regarding parking and load limits so Safety Committee will take a look at it all.

Mayor Clark said that Christine Craycroft had come to the finance meeting about the ODNR RTP grant and there was a little bit of misunderstanding on what was going to be done. She said that Christine is applying for a grant to refurbish as much of the Headwaters trail as can be done, starting in Garrettsville to Mennonite road. Mayor Clark said that the Village was going to partner with her in applying for the grant but Christine suggested that the Village apply on our own and Finance though that would be fine. They thought that we could do the cutting back, putting drainage in at the west end and having Dave grade it so it would be ready for gravel to be put in. She said that they were estimating that it would be around \$33,000 for the gravel and about \$8000-\$9000 of in-kind from Dave to do what he needs to do.

Mayor Clark said that Christine had sent her an e mail about a study that Portage Parks had done to complete the trail. Christine said that the parks district has control of the trail from Garrettsville up to the river and the village owns the section from by McDonalds to Mennonite road. She said that they have always wanted to improve the surface of the trail and add some amenities and signage. Christine said that the RTP grant will provide for major maintenance which is why they wanted to try for this particular grant. She said that the deadline is April 1st and requires a 20% local match. She had suggested one way to get more money into the county was for the village to apply for the section that the village owns. She said it would be a good cooperative project and more points may be awarded if showing that the Park District and the village were working together. Chris said that she has asked her Board if they would consider giving towards the local match if the grant was given to the Village and they have their Board meeting on Monday.

Christine said that since she has met with the Finance Committee, they got the results of their study done that they partnered with the City of Aurora to get done. They hired a consultant to see the best probable route and the cost estimates to go from Mennonite Rd to Aurora. She said that she met with the consultant on Friday to go over the final draft and in that she asked him to give her a cost estimate on building the ramp to get the trail up to Mennonite Rd. She said that it occurred to her that the grant max is \$150,000 and the Village was only asking for about \$35,000, it would make sense, if the Village wanted to, to apply for the resurfacing and the ramp up to Mennonite Rd. She said that the cost that they got to build the ramp is \$142,000 which includes a 20% "contingency and engineering"

costs and some things that she think the Village might be able to get cheaper. She said that would be added to the \$35,000 for the resurfacing and she thinks that the cost to do that ramp might be able to get down to \$100,000 so the total cost of the project on the high end would be around \$175,000 and 20% for the match would be around \$35,000.

Christine said that the grant would require a resolution be passed by Council but does not need an amount in it. She said that she will get back to Council on Monday after the Board meeting on how much they would be willing to put towards our part of the project for local match.

John Clark said that the grant max is \$150,000 and Chris is saying that the total cost would be around \$175,000 so he is not sure how that would work. Chris said that every project requires a 20% local match, and if the Parks brought \$35,000 for the local match, that would bring the project down to \$145,000. John said that he doesn't know where the Village would come up with the money for the match and Christine said that it could possibly come from the Parks Board.

Rich asked Christine if the county is still doing the bridge east as a separate application and she said yes and that would be the Park District application. Rich said that the Parks District could potentially partner with the Village to get more points and Christine said yes. Rich asked if they would allow the Village and the Parks District to combine construction contracts and Chris said that is something that could be discussed.

Terri Vechery said that she was at the grant meeting today and the DMRC said that they would possibly be able to give \$25,000 towards the project. Terri said that they have 3 fundraisers this year and she doesn't think that they would have trouble coming up with that kind of money.

Rich said that the applications are a lot of work and asked if the Village was going to get help in filling it out. Mayor Clark said that she has been talking to Todd Peets and he met with Chris today about the applications. She said that she did speak to the DMRC and they said that they would support the ramp. Mayor Clark said that a concern that she has with the DMRC committing to giving money for this project is that she does not know what their fund balance is. She said that they are also working with parks to try and get grants and coming up with the match and she doesn't want them to spread themselves to thin.

Paula asked if you can back out of part of a grant if you don't end up needing it all. Mayor Clark said that if the Village applies for the grant and come next March when it is due and we know that we can't come up with the grant, we can turn it back but the next time we apply for a grant, it would count against us. Mayor Clark said that if your project comes in under the amount of the grant, that extra amount can be turned back in. Mayor Clark said that there is legislation for tonight so when they get to that, council can decide on if they want to do a first reading so they can wait and see what happens at the Parks Board meeting. Chris asked if it would be done by the first and Ben said that they should suspend the rules and pass it because it can always be taken back if it's not done.

Financial Reports

Jenny said that we are moving right along and that taxes are rolling in fast this year and so far, she has been able to keep up. She said that there were no negative funds in February and we received \$275,852 in revenues and that we spent \$40,733 in operating and \$58,967 in payroll expenses. Revenue Status- Jenny said that overall, we should be at around 17% so the General Fund is doing fine but the other funds are a little behind. Appropriation Status- Jenny said that again, at around 17%, we are pretty

much under on spending across the board. The water & sewer and the tax software programs balanced with the UAN and bank and there were no adjusting factors on the bank reconciliation for February.

- ❖ Motion to accept the Financial Reports made by Ben Prescott, 2nd by Marty Hura-**All Ayes**

Bills of Resolution, Addendum Bills of Resolution

- ❖ Motion to accept the Bills of Resolution and Addendum Bills of Resolution made by Ben Prescott, 2nd by Marty Hura-**All Ayes**

Legislation

ORD. 2016-03 AN ORDINANCE AMENDING AND RENUMBERING CHAPTER 450 OF THE ZONING ORDINANCES OF THE VILLAGE OF MANTUA RELATING TO SPECIAL RECOGNITION SIGNS. Tabled on 2nd Reading.

Mayor Clark said that this was tabled last month and is going to remain on the table.

ORD. 2016-08 AN ORDINANCE AUTHORIZING CERTAIN ADJUSTMENTS TO THE 2016 APPROPRIATIONS AND DECLARING AN EMERGENCY. 1st Reading.

Jenny said that the appropriations in the general fund need to be increased. She said that they talked about possibly up to \$20,000 for the water/sewer rate study and another \$2000 for the parks grant application. She said that we need to appropriate large amounts of money to the water and sewer capital funds but that is just to reflect pass through postings, it's not going to be spent. She said that's money that is being paid on the grant paid by OPWC but it has to be reflected on our books.

- ❖ Motion to suspend the rules made by Giles Seith, 2nd by Ben Prescott-**All Ayes**
- ❖ Motion to approved made by Ben Prescott, 2nd by Paula Tubalkain-**All Ayes**

RES. 2016-09 A RESOLUTION AUTHORIZING THE MAYOR OF THE VILLAGE OF MANTUA TO APPLY FOR AN OHIO DEPARTMENT OF NATURAL RESOURCES RECREATIONAL TRAILS PROGRAM GRANT, AND DECLARING AN EMERGENCY. 1st Reading.

Mayor Clark asked if Council wanted her to proceed on this to see where everything is going. John said that if they are going to include the ramp, they are going to have to amend the language, because it specifies to resurface the Village of Mantua's portion.

- ❖ Motion to amend to include the ramp made by Ben Prescott, 2nd by Paula Tubalkain-**John Clark said no, rest were ayes**

Jenny asked Michele if they should go over the wording and Michele said that as she understands it, she needs to amend the 2nd whereas clause. Paul asked if they can add "subject to what happens with the Parks Board and DMRC". John said that they won't know about the DMRC until next year and he is not willing to lose the money to do our section of the trail if we can't do the match. Mayor Clark said that she feels that they should just stick with the limestone base up to Mennonite Rd and then see where the finances are next year and then apply for the ramp. Mayor Clark said that we are just now starting to get our finances back on track and she doesn't want the Village to overextend itself. She knows that the parks fund would not be able to support this and would have to come out of general fund, Jenny agreed. She said that she thinks that they need to be more fiscally responsible and discuss this more tonight or stick with what they know.

- ❖ Motion to reconsider the amendment made by Ben Prescott, 2nd by Giles Seith-**All Ayes**
- ❖ Motion to suspend the rules as written made by Ben Prescott, 2nd by Paul Janson-**All Ayes**
- ❖ Motion to approve made by Ben Prescott, 2nd by Paul Janson-**All Ayes**

ORD. 2016-10 AN ORDINANCE APPROVING AND ADOPTING A PERMANENT BUDGET FOR 2017 FOR THE VILLAGE OF MANTUA, AFTER PUBLICATION AND PUBLIC BUDGET

HEARING PURSUANT TO OHIO REVISED CODE 5705.30. *1st Reading.*

Paula said that at this point they would be accepting what they have but it may need to be amended based on the Landmark Commission information that they got today. Jenny said that they usually make an amendment at the beginning of January with the county.

ORD. 2016-11 AN ORDINANCE ESTABLISHING A RENTAL FEE SCHEDULE FOR THE VILLAGE PARK LODGE AND ALLOCATING A PORTION OF THOSE FEES TO THE PARK CAPITAL IMPROVEMENT FUND #4903 *1st Reading.*

Mayor Clark said that the rental fee for residents and non-residents do not cover the expenses we have at the lodge. She said that the rates need to be increased so we can pay the bills that we have for the lodge. Mayor Clark said that they decided that if they were going to increase the rates, a portion of the increase should go into a parks capital improvement fund so that the Village can start building funds to be able to do projects down there. Marty said that all along, the lodge has been a nonprofit thing and as long as we were breaking even, there was no concern about raising the rates but since we are no longer breaking even, we need to increase the rates.

RES. 2016-12 A RESOLUTION AUTHORIZING THE MAYOR OF THE VILLAGE OF MANTUA TO APPLY FOR COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING, AND DECLARING AN EMERGENCY. *1st Reading.*

Mayor Clark said that this is for two different grants, one being the upgrade to the 911 system that the county says that we have to do to assist us in staying with the current 911 system. She said that if we don't get the grant, we will have to take the money out of the general fund. Giles said that he is paying a fee on his phone for 911 and wanted to know what happened to that. Lieutenant Justus said that the state of Ohio created a 911 committee and they decided that in each county in Ohio, there can only be 5 primary PSAP's and those are the agency's that receive all of the 911 fee money and Mantua is not one of them. He said that Portage County currently has 6 primary PSAP's. Lieutenant Justus said that in order to have continuity with the system, the Village is going to have to become a secondary PSAP which means that the Village has to sign a 5 year contract with AT&T that has no out clause and the Village has to pay \$1596 per month for the service and equipment. He said that we don't have any options because it's something that we have to do.

Lieutenant Justus said that the new system will allow for a dedicated phone which will mean that we won't have to pay for a 911 phone line anymore. He said that it will be a dedicated fiber system that comes in to a phone with a full screen where they would be able to see everything and would be able to transfer calls to another agency. He said that what we have to pay per month to be a secondary, is the same cost that the primary's have to pay. Lieutenant Justus said that there is no penalty to us if we don't go with the new system, but we would not be able to receive the calls, all the Village would be able to get is a call through a normal phone line, no other information would be received.

Lieutenant Justus said that this new system is not in place yet, there is no build date as to when this is going to happen. He said that they were going to try for July but that is not set in stone as of yet. He said that the system that is being used now to get information about a call is not reliable. They always get the voice call but only about 80% of the time they will get the data to go along with it. Lieutenant Justus said that if the Village is going to be in the business of dispatching then we have to do this.

Mayor Clark said that this grant has nothing to do with us getting the system; it's to try and get some funding to help the Village pay for it for at least 12 months since we don't have anything budgeted right now. She said that we don't really have a choice but to pay the monthly fee but hoping to get

some assistance from the county. Marty asked if cell phones are taxed for 911 and Michele said that they are and that is the money that goes to the primary PSAP's.

Mayor Clark said that the second grant is to try and get CDBG money to go for slum and blight to pave East Prospect St. from Main St. to High St.

- ❖ Motion to change anything that says West Prospect to East Prospect made by Ben Prescott, 2nd by Marty Hura-**All Ayes**
- ❖ Motion to suspend the rules made by Ben Prescott, 2nd by Marty Hura-**All Ayes**
- ❖ Motion to approve made by Ben Prescott, 2nd by Paul Janson-**All Ayes**

Department Heads and Village Engineer

Lieutenant Ken Justus-Lieutenant Justus said that the next Safety meeting is April 6th at 6pm. He said that the Windham and Garrettsville police chiefs got together and started a discussion to consolidate dispatch centers. He said that he attended a meeting in Garrettsville on March 11th and there is going to be another one here at the Village Hall on March 28th during the day to discuss the possibility of dispatching Mantua, Hiram, Garrettsville and Windham from our dispatch center and what that would take. Lieutenant Justus said that the Garrettsville Council voted at their last meeting to disband their dispatch center as of July 15th. He said that the Windham police chief who is being dispatched by Garrettsville reached out to all of the police chiefs to try and figure out how to bring everyone together, nothing is finalized yet, just in the talking phases.

Lieutenant Justus said that the Seargent testing has 4 applications and the test is scheduled for April 30th. He said that there has been around the clock police protection since February 14th and as far as he knows, there has been no time without police protection since then. Lieutenant Justus said that there is an auxiliary police officer who has worked quite a bit and Chief Buchert has asked that he is moved to part time status. Mayor Clark said that if there is a spot available, Chief Buchert usually gives her a letter to sign. Lieutenant Justus said that Chief wanted him to mention it just to make sure that it was covered.

Lieutenant Justus said that they have received a letter of resignation from one of their officers who got hired on full time at a job in Cleveland and will not be working part time here for a while.

Village Administrator-Mayor Clark said that Dave has been working at the reservoir to try and find the valves shut off so Workman can come in and work on some valves. They have tentatively scheduled Workman to come in next week and Paul Brannon is going to meet Dave from the county and Buckeye Pipeline is loaning the Village their "pinger" so that the valves can be located and shut off. Mayor Clark said that Brian Rogers from CT Consultants has asked Dave to locate the exact placement of the 8 inch pipe that comes off Sontag Lane to High Street where it turns into a 4 inch pipe so they can see what kind of connections is there. Compass Packing has contacted the Village because they have a leak in the building and they are going to be applying for a permit to put a little ice cream shop down by the river but that is where the leak is. Mayor Clark said that the valve is not wanting to turn to shut it off and they don't want to break it so they might use the "pinger" down there as well. If they locate the valve, the water may be turned off at that end of town sometime next week to fix it.

Mayor Clark said that Dave is getting ready to do the grading down at the park where Randy Weaver has staked out the area for the canoe turnaround. She said that she did get a price today to take down one of the trees down there and she is going to have to see where the money could come from to take it down because its \$1000 and she knows that Parks money is tight. Mayor Clark said that they are still getting proposals and quotes to re-side the park lodge. One quote is for metal barn type siding and the other is for a middle of the road vinyl siding.

Village Engineer from C.T. Consultants-Rich said that he has been working with our Zoning Inspector with a few flood plain issues and a proposed grading plan for a future facility at Canada Rd. and Main St. and that he feels like the Zoning Inspector is doing a good job. He said that he is listening and learning a lot about FEMA regulations.

Rich said that they have submitted all of the federal clearances to ODNR and FHWA and they expect the agreement to come next month from ODNR to proceed with the Mill St. connector. He said that they want to try and get construction done this year. Rich said that they are trying to find the line on Sontag Ln. because they are going to have to replace it as part of the High St. project and they want to get this done now so when we get the funds in July, we already have received bids for construction.

Rich said that the bridge on Canada Rd. is going to be replaced but he doesn't know the schedules as of yet. He said that it's going to widen the abutments a little more to allow more water to flow underneath.

Rich said that Mayor Clark said that she would like to submit an OPWC grant for consideration to resurface W. Prospect and they are trying to figure out budget. He said that they have come up with an estimate and his recommendation to Council is to do it right. Rich said that would require a lot of storm sewer fixing which could actually cost more than the road repair. Mayor Clark said that at Finance, they talked about it and they think that they know what the Village could do for a match so they were trying to determine if they should start at High St., since its getting paved and take it up as high as it could go, or should they start at Cemetery Dr. and head towards Elm St. and repair and replace storm sewers and pave as they go. Rich said that he would concentrate more on the section after Cemetery Dr. especially if they can fix the drainage issue. He said that he will put an estimate together for the April meeting so they have it. Mayor Clark said that they were thinking about using \$50,000 of the road levy money, which is usually a 90/10 match and if the Village went for \$400,000 the match would be around \$50,000.

Mayor Clark said that at the last Council Meeting, they decided to do a comparative analysis for the water and sewer. She said that CT Consultants came back with a work order that says not to exceed \$11,900. John Clark said that they talked about this a lot at the Service Committee and the consensus was that since CT has a lot of historical knowledge of all the plants and how they work, it would be best that they do the study. Rich said that the rate study is only half of what is done, this is not something that has been done since the plants were built. He said that this would be an assessment of the entire water and waste water collection system on the engineering side, the operations, the maintenance costs, so that from an objective 3rd party review of what is being done, that it factors into

the rates. It will be able to tell if the Village would be able to sustain and maintain, operate both the water and waste water systems. Marty said that this is what we need to know and Rich agreed.

- ❖ Motion to authorize Mayor Clark to sign the work authorization made by Ben Prescott, 2nd by Marty Hura-**All Ayes**

Committees

John Clark for Service and Fire Board: John said that he will also talk about Safety because Giles was unable to attend the meeting. He said that Lieutenant Justus hit most of the points from the Safety meeting so there is really nothing else to talk about for that. John said that the Fireboard is starting their annual maintenance and one of the biggest expenses is going to be the magnagrip repair which is what they plug into the vehicles to evacuate the exhaust. He said that the board is hiring an accounting firm to look at corrective action for some overtime issues and should have a report by the end of the month. He also said that the fire department is looking into a SOP handbook and he believes it's a new thing, not an update. Lieutenant Justus said that the SOP was last written in 1996 and it has had some minor revisions but the Fire Chief is looking to come out with a brand new one.

John said that in Service, they are hoping to have legislation to present next month for the special recognition signs.

Marty Hura for Parks and Shade Tree: Marty said that the next meeting is tomorrow evening. He also said that Parks is almost broke right now and we can't really do anything in the parks until we get the results of the survey back. He said that parks will see if there is any additional funding to take down the tree that needs to be removed for the canoe turnaround.

Marty said that everything is in order for the Arbor Day celebration for the 3rd graders. We have a price on all of the trees and they are going to be supplying a new tree that has not been given out before, which is an American plum. Marty said that the purchasing of the trees is being funded by the committee.

Mayor Clark for Planning, Cemetery, and Board of Zoning Appeals: Mayor Clark said that for Planning, they are still waiting for the subdivision regulations from CT. She said that they have been trying to work on signage but one of the members is in his busy tax season so they have decided to hold off on the signage until he is able to come back to the meetings. She also said that the chair person, Randy Weaver, is working on a letter to present to Council for temporary storage units.

Mayor Clark said that there has been no word from the Cemetery Trustees as far as the request that was submitted. Michele said that it has been submitted and there might be a hearing on it in the next month or so.

Mayor Clark said that there is nothing for Board of Zoning Appeals right now but she thinks that there might be 2 cases coming up in the next month.

Ben Prescott for Portage County Regional Planning: Ben said that he didn't have anything for Regional Planning this month.

Paula Tubalkain for Finance: Paula said that that everything has been covered already.

New or Other Business

Century or Historical plaques or markers-Mayor Clark said that there is information in their packets and it's just to make council aware of something that the Landmarks Commission is working on and that these would be plaques for century homes.

Road Salt-Mayor Clark said that the Village orders their salt every spring and last year the Village ordered a certain amount. She said that we would be required to get most of it even if it's not used. She said that we got about 60 tons delivered so far and we have between 160-210 tons worth of salt that we still need to purchase to meet our obligation with ODOT and the City of Ravenna. She said that the money is budgeted to do it and Dave is waiting as long as he can. In April, they might be calling again to see how much salt we are going to want for next year. She said that Dave figured that once we have all of the salt, we will have around 300 tons of salt in the shed. Mayor Clark said in a normal year, we usually use around 400-450 tons of salt. Mayor Clark said that if we are not able to get all of the salt that we have to purchase into our shed, she might be able to contact Shalersville to see if they will allow us to put some into their shed or in the past, they have purchased what we have been unable to store. Paul said that they will talk about this at the Service committee.

2016 Paving schedule- Mayor Clark said that this was talked about at Service and the recommendation is to do Oak St. between High St. and Franklin St. Dave is going to put piping in the ditch and do some reconfiguring of the storm sewers. The secondary street would be to do Second St. from High St. to Prospect St. Mayor Clark said that everyone took a ride and that they can see the section between Franklin St. and Prospect St. is really bad, the section between High St. and Franklin St. is bad but can wait another year. She said that the recommendation is to go up Franklin St. to the turn around and start there and meet Oak St.

Adjournment

❖ Motion to adjourn made by Ben Prescott, 2nd by Paul Janson-**All Ayes**

Mayor Linda Clark

Assistant Clerk-Treasurer Ashlee Hawkins