**MANTUA TOWNSHIP TRUSTEES MEETING**

**Regular Meeting Minutes of January 14, 2021**

John Festa called the meeting to order at 8:10 p.m. Roll Call: John Festa, Jason Carlton, Matt Benner, Trustees. Susan J. Skrovan, Fiscal Officer. The regular meeting is being conducted by Webex videoconference due to the social distancing requirements as set by the Governor for the Coronavirus COVID-19 Pandemic. The meeting is being recorded and will be on the website soon. If you need any copies of the minutes or any other records, please contact the Fiscal Officer, Susan Skrovan. Others present online or by phone: Rich Gano, Zoning Inspector and Stacy Turner with the Weekly Villager.

There were no meeting minutes for tonight’s meeting.

Fiscal Officer’s Report:

**Financials: Permanent Appropriations: $ 1,645,354.55**

 **YTD – December 31 Revenue: $ 1,257,628.00**

 **YTD – December 31 Expenditures: $ 1,427,047.87**

 **December 31st Checking Balance: $ 630,780.81**

 **December 31st Savings Account: $ 526,795.06**

 **Total Funds Available: $ 1,157,575.87**

**Correspondence:**

* Mike Collins Email regarding payment verification
* NOPEC 2021 Sponsorship Award
* OTARMA Election of Officers
* All Cemetery Deeds have been completed

**RES 21-21:** Motion made by John Festa to accept the Fiscal Officer’s report, second by Jason Carlton. Vote: John; yes, Jason; yes, Matt; yes.

Jason asked Susan about the .gov domain renewal. Susan said she will call them and see if it can be paid by VISA. Let Jason know if he can help.

Matt asked Susan if she received the invoice by email from Claude Hopkins for trash cans for the Civic Center and the green space. Susan said she did not see one. She will look for it and pay it.

**Cemetery Report:** In Jim Aldrich’s absence, John Festa provided the cemetery report. For December, burials totaled $170.00. For 2020, cemetery fees totaled $17,793.10.

**Zoning Report:** Zoning Inspector, Rich Gano, reported to the Trustees on a stop work order delivered to a property on Mantua Center Road. Rich provided some details.

**RES 22-21:** Motion made by Jason Carlton to go forward with a cease and desist order on a Frost Road property as presented by our Zoning Inspector Rich Gano in his letter, seconded by Matt Benner. Vote: John; yes, Jason; yes, Matt; yes. This resolution will need to be sent to the Prosecutor’s office.

Rich Gano reported on the Griswald property; cars are being removed, others have historical plates.

The Board of Zoning Appeals will hold a public hearing on January 25, 2021 for Cole Benjamin for a feed store.

**Road Report:** John reported the road crew have been busy plowing and maintaining equipment.

**Trustee Reports – New Business:**

**John Festa** reported on the letter received for interest as the BZA secretarial position.

**RES 23-21:** Motion made by John Festa to appoint Eric Hankinson as the Board of Zoning Appeals secretary, seconded by Matt Benner. Vote: John; yes, Jason; yes, Matt; yes.

John wants to continue with the subcommittees. Roads to be managed by Jason Carlton, buildings and grounds managed by Matt Benner and Administrative managed by John Festa.

**Jason Carlton** asked about the opening of the Annex for rentals and events. More discussion.

**RES 24-21:** Motion made by Jason Carlton to pause the scheduling of any events until all restrictions have been lifted by the Health Department and to have our buildings remain closed until safe to open, seconded by John Festa. Vote: John; yes, Jason; yes, Matt; yes.

Jason brought up the use of the ballfield. He has had a call from Jackie to use the fields. Trustees need a copy of their insurance and to list Mantua Township as an additionally insured. They also want to use our building for sign-ups in February. Matt felt it would be better if they used the Civic Center.

**Matt Benner** reported that our insurance through OTARMA should have a hold harmless form for ballfield users. Jason did get one from Brent for smaller contractors.

Matt reported that Bob Maynard contacted him about the use of Jake Brakes on S.R. 44. Matt has a call into Erin at ODOT. Jason said Bob needs a petition first. It is presented to the Trustees, the Trustees set parameters, purchase the signs and ODOT puts the signs up.

Matt reported on the alarm system at the Annex. Dust must have gotten into the smoke detector heads making them go off. Brian Tayerle is going to call Ashton Sound.

Matt also reported that the alarm system at the Townhall would no longer be monitored with Mantua Village. We will have to look at another option for an alarm system. John Festa suggested we get Wi-Fi in the Townhall and get a system like Simply Safe.

**Trustee Reports – Old Business:**

**Matt Benner** reported Pride Heating & A/C is finishing up at the Civic Center.

Harper Well will be doing a certified pump test at the Civic Center. Matt is suggesting them replace the water softener and small tank; cost would not exceed $8,000. Trustees discussed the licensing for the public water system at the Civic Center. They asked Susan if Vic Grimm held the license. Susan said no, Vic never held a water license. Once Harper Well does the test, they will provide a written quote. Jason felt the Church needs to be involved with this project.

**John Festa** wanted the Trustees to consider holding only one meeting a month for business and have a second one just for signing bills and paychecks.

**Jason Carlton** reported that Sue Lilley contacted him regarding getting the ditches on Mantua Center Road cleaned out. She asked about Issue II funds; they would not be eligible. Jason felt we should just get it done; ¾ of a mile on each side of the road. Our road crew can do the trucking. Contract out the ditching. We should at least get bids. Jason wants to wait for the water study before any culverts are replaced.

**RES 25-21:** Motion made by Jason Carlton to solicit bids to clean the deep ditches on Mantua Center Road, seconded by Matt Benner. Vote: John; yes, Jason; yes, Matt; yes.

**RES 26-21:** Motion made by Jason Carlton to table the culvert discussion at the Beech property on Mantua Center Road until we get further direction from the water study or other recommendations, seconded by Matt Benner. Vote: John; yes, Jason; yes, Matt; yes.

Trustees discussed the water issues on Mantua Center Road. This is a potential problem with water in people’s yards and in their basements.

**Public Comments:** None.

**RES 27-21:** Motion made by Jason Carlton to pay the bills, seconded by Matt Benner. Vote: John; yes, Jason; yes, Matt; yes.

25097 02/04/2021 SW Skipped Warrants 25097 to 25097 Series 2 $0.00 V

25098 02/04/2021 PR Cole Benjamin $662.19 O

25099 02/04/2021 PR Brian Anthony Tayerle $1,683.97 O

25100 02/04/2021 PR Daniel R Wysznski $1,613.04 O

25101 02/04/2021 AW Akron Tractor $1,743.48 O

25102 02/04/2021 AW AT&T $49.48 O

25103 02/04/2021 AW Brad Cromes Portage County Treasurer $226.03 O

25104 02/04/2021 AW Chagrin River Watershed Partners, Inc $654.65 O

25105 02/04/2021 AW Chrome Depot $32.00 O

25106 02/04/2021 AW Deluxe Cleaners $154.00 O

25107 02/04/2021 AW Dominion Energy $462.21 O

25108 02/04/2021 AW Guardian $595.77 O

25109 02/04/2021 AW Harper Well & Pump Inc $1,455.00 O

25110 02/04/2021 AW Industrial Connections $17.47 O

25111 02/04/2021 AW Mantua Auto Parts $189.86 O

25112 02/04/2021 AW Miller & Company $77.00 O

25113 02/04/2021 AW Ohio Edison $115.28 O

25114 02/04/2021 AW Ohio Edison $163.70 O

25115 02/04/2021 AW Ohio Edison $543.41 O

25116 02/04/2021 AW Ohio Edison $79.34 O

25117 02/04/2021 AW Ohio Edison $216.74 O

25118 02/04/2021 AW Ohio Edison $22.37 O

25119 02/04/2021 AW Ohio Edison $118.55 O

25120 02/04/2021 AW Robeck Fluid Power Company $950.00 O

25121 02/04/2021 AW Sherwin Williams $137.45 O

25122 02/04/2021 AW Sunburst Environmental Company $136.90 O

25123 02/04/2021 AW Time Warner Cable $126.97 O

25124 02/04/2021 AW VISA $1,269.56 O

25125 02/04/2021 AW WJL Administrative Services, LLC $25.00 O

25126 02/04/2021 AW Cuyahoga Asphalt Materials, Inc $3,286.14 O

Total Payments: $16,807.56

**RES 28-21:** Motion made by John Festa to adjourn the meeting, seconded by Jason Carlton. Vote: John; yes, Jason; yes, Matt; yes. Meeting adjourned at 9:47 p.m.

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John Festa, Trustee & Chair Jason Carlton, Trustee

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Matthew Benner, Trustee Susan J. Skrovan, Fiscal Officer