

MANTUA TOWNSHIP TRUSTEES MEETING

Regular Meeting Minutes of July 1, 2021

John Festa called the meeting to order at 7:00 p.m. Roll Call: John Festa, Matt Benner, Jason Carlton, Susan J. Skrovan; Fiscal Officer. If you need any copies of the minutes or any other records, please contact the Fiscal Officer, Susan Skrovan. Others present: Mark Hall, Carole Pollard, Theresa Nielsen; BZA Chairman, Stacy Turner with the Weekly Villager, Jan Oros, Dave Pollard, Sandy Karm and Terry Hronek. John asked that cell phones be silenced. Mark Hall led the Pledge of Allegiance.

John Festa said there are no minutes from 6-17-21 to approve tonight.

Fiscal Officer’s Report

Financials:	Permanent Appropriations:	\$1,004,055.66
	Checking Account:	\$ 482,597.26
	Savings Account:	<u>\$ 527,317.66</u>
	Total:	\$1,009,914.92

Susan noted the public hearing that was scheduled for tonight on the 2022 Budget was rescheduled for Monday, July 12 at 6:00 pm. The requirement of 10 days public notice could not be met.

Susan fulfilled a public records request to Carole and Dave Pollard, 8 total pages for .40 cents.

Correspondence:

- OTARMA Anniversary Papers
- MOU for PC Solid Waste District – Bill Steiner needs three copies
- US Bankruptcy – Purdue Pharma L.P.
- Ohio Division of Liquor Control – Liquor License
- Example of a Purchase Requisition Form to send to Trustees

RES 136-21: Motion made by Jason Carlton to pay Southeast Equipment for a replacement window for our mini excavator for \$1,585.00, seconded by Matt Benner-**All Ayes**

Susan wanted to report on the south bed of the Townhall where the Mantua Center Garden Club planted flowers before Memorial Day; the two freestanding planters in the south bed are missing? It looks like they have been stolen! It is very upsetting and disappointing. John said he will file a police report. Susan said they were gone two weeks after Memorial Day.

RES 137-21: Motion made by John Festa to accept the Fiscal Officer’s report, seconded by Jason Carlton-**All Ayes**

Zoning Report:

Zoning Inspector, Rich Gano, provided his written report. Thirteen new house permits in the first half of this year!

The Trustees talked about our current zoning fee schedule. Theresa Nielsen as the BZA chairman, has offered to look at other townships and compare fees. Trustees felt that would be great.

Cemetery Report:

No report tonight.

Road Report:

Brian Tayerle, our Road Supervisor, was not present. Jason said he asked Brian to get some quotes on ditching on Mantua Center Road. The water study being conducted through the Chagrin River Watershed Partners felt that any ditching by the township will not impede their study and may actually benefit it.

Zoning Commission Report:

Jan Oros, Board Secretary, reported the Commission met on June 10 for a meeting. Lynn Harvey, Commission chair, has been proof reading the zoning code updates. Their next meeting is July 8 at 7:30 p.m. at the Townhall.

BZA Report:

Theresa Nielsen, BZA chair, reported the BZA Board met Monday and approved the minutes for the Frost Road property. Trustees discussed board attendance and pay. They asked Susan whether they are paid semi-annually or quarterly? Susan said all board members and secretaries are paid semi-annually. Theresa felt there needs to be a procedural policy. She questioned posting BZA minutes on the township website?

Custodian Report:

Susan Lilley was not present.

MaRSI Report-Special Presentation:

Mark Hall, President of MaRSI, wished to offer the Trustees their proposal for the MC School. Carole Pollard provided a proposed renovation overview.

- Stages come out of the overall plan
- Finish the west room for the Fiscal Officer's office and a records room
- North room remodel for a community/meeting room

Carole passed out their proposal to the Trustees. Mark Hall spoke about their paperwork and a date to start.

Trustee Reports – New Business**John Festa:**

New American Rescue Plan – John said HB 168 was signed. The Township will receive two payments, approximately \$503,000 total! Invest in water/sewer/broadband infrastructure and funds must be obligated by December 31, 2024 and spent by December 31, 2026.

Jason spoke about those who really could benefit from these funds! Theresa Nielsen mentioned putting some of those funds aside and reaching out to small businesses who were negatively impacted to receive some funds.

John reported the tile in the basement of the Civic Center is finished. Trustees will consider moving the Sexton and Zoning Inspector to the Civic Center basement.

Township Administrator – John asked if there were any more thoughts about the position? John felt this position could put the agenda together and catch up on phone calls. Matt will reach out to some other townships.

John reported the new generator is in place and ready to start up. Generac will turn it on. John would like to contact FEMA about making the MC School building a shelter.

Jason Carlton:

Digitizing Township Records – Jason reported that our records are coming back on Wednesday. We will tie into their website to search through our website. Everything moving forward will need to be kept separate until it is digitized. A “red” folder to keep separated new documents and send them annually for digitizing.

Jason felt we just need to purchase some trees for Westlawn Cemetery and for the green area.

Chip-n-Seal Project:

Jason reported the bid books are out for the Chip-n-Seal Project; bids will be opened and awarded on July 15th at their regular Trustees’ meeting.

Jason reported on the lighting outside for the Civic Center; Mars Electric has a lighting engineer.

Matt Benner:

Engineering Firm – Matt provided an update on an engineering firm for the building assessment. CT Consultants would be our engineering firm with Rich Iafelice and Bill Gallagher, who happens to work on historic structures.

Civic Center Flooring – Matt said the flooring in the basement is done; the next project is the Townhall kitchen. When we run a new line for water; run a separate line to the front parking lot for a future well. Bore the line through the south wall of the Townhall. 300 feet of waterline pipe from Harper Well Service.

Civic Center Adjudication – Matt said the paperwork has been submitted to Portage County.

Matt Benner said the water sample came back for the school building; not bad, just high in Manganese and iron.

Trustee Reports-Old Business

John Festa: He has submitted a \$27,500.00 request from NOPEC for lighting and auxiliary heating & A/C for the Annex.

Jason Carlton: Nothing

Matt Benner: Nothing

Public Comments

1. Theresa Nielsen provided a status report on the Kukral case. The judge ruled in favor of the Township to cease and desist. The timeframe for him to bring his property into compliance is five years. The fine is \$1.00 per day so the Township should start billing! John said the Township objected to the fines and the timeframe as being insufficient to say the least. John will take Theresa's advice and get that done!
2. Theresa asked whether the new generator will be powering the entire school? John said yes. Theresa would suggest the Trustees look at putting bathrooms in on all floors. She thought the Township could scan our documents to 3SG for digitizing records moving forward. Theresa informed the Trustees that PC Soil & Water Conservation sells trees.
3. Carole Pollard asked about the building assessment. Matt Benner said we would have the engineer come out and evaluate the building. Carole said it has been assessed over and over! Trustees need to talk to Hal Stamm; do not reinvent the wheel! Matt Benner spoke on what he believes should be done; it has to be brought up to code!
4. Mark Hall asked about the website email addresses, Matt Benner's is not on the website. Mark also asked about the list of Board members (Trustees, BZA and Zoning Commission) posted on the bulletin board; it needs to be updated.
5. Mark does not agree with moving the Sexton and Zoning Inspector offices.
6. Jan Oros reported the Historical Society has planned a flea market for July 17. They want to place a sign on the green, is that okay with the Trustees? Yes.
7. Jan wanted to say that everyone needs to make sure the public is listening to the Trustees and that the Trustees are also listening to the public! MaRSI wants to be a part of this process; their hearts and souls are in that MC school building!

8. Dave Pollard said the heating system in the school; the two boilers were not installed to run simultaneously, they run in tandem. The building gets too hot, the controls need to be replaced. John said the boilers are incapacitated, they don't work! Matt said Wright Heating will be out to assess the boiler system. John said he does not agree with just putting boilers back in; we need HVAC!
9. Dave said for the noise at the sewer plant; put up a taller fence and better insulation.
10. Terry Hronek said it is hard to hear in this building; the Civic Center. He asked the Trustees about some tree branches that fell down on his property; he is on a County road on Sheldon. He pays taxes to Mantua Township but gets no services! Jason spoke about Township services, county and state roads.

Matt Benner wanted to speak to everyone. He responded about the heating systems and the short timeframe to use the CARES Act funds! Steps need to be followed.

RES 138-21: Motion made by John Festa to pay the bills, seconded by Jason Carlton-**All Ayes**

55-2021 06/25/2021 EW Public Employees Retirement System \$3,808.32 O
 56-2021 06/25/2021 CH Public Employees Retirement System \$28.53 O
 57-2021 06/25/2021 EW Internal Revenue Service \$1,708.46 O
 58-2021 06/25/2021 EW Ohio Deferred Comp \$300.00 O
 59-2021 06/25/2021 EW Treasurer, State of Ohio \$324.47 O
 25347 06/22/2021 AW The Haylett Corporation \$210.00 O
 25348 06/22/2021 AW Staples Credit Plan \$419.76 O
 25349 06/25/2021 AW Marlboro Supply \$760.35 O
 25350 06/25/2021 AW Urban Construction \$1,200.00 O
 25351 06/25/2021 RW Crestwood Ponytail League Assn. \$180.00 O
 25352 07/01/2021 PR Cole Benjamin \$642.27 O
 25353 07/01/2021 PR Brian Anthony Tayerle \$1,350.12 O
 25354 07/01/2021 PR Daniel R Wysznski \$1,388.78 O
 25355 07/01/2021 AW Lynn Harvey \$150.00 O
 25356 07/01/2021 AW Nick Ehlert \$120.00 O
 25357 07/01/2021 AW Philip Derthick \$90.00 O
 25358 07/01/2021 AW George Seith \$150.00 O
 25359 07/01/2021 AW David Pollard \$90.00 O
 25360 07/01/2021 AW Mary Ellen Hamlin \$150.00 O
 25361 07/01/2021 AW Jan Oros \$375.00 O
 25362 07/01/2021 AW Theresa Nielsen \$120.00 O
 25363 07/01/2021 AW Randall Alger, DVM \$150.00 O
 25364 07/01/2021 AW Chris Emshoff \$150.00 O
 25365 07/01/2021 AW Sandra Engelhart \$150.00 O
 25366 07/01/2021 AW Susan Lilley \$90.00 O
 25367 07/01/2021 AW Eric Hankinson \$472.00 O

25368 07/01/2021 AW 3SG Plus \$9,944.17 O
25369 07/01/2021 AW 44 Feed & Supply \$105.39 O
25370 07/01/2021 AW Aris Company \$84.00 O
25371 07/01/2021 AW AT&T \$50.85 O
25372 07/01/2021 AW Bica's Lock Shop Corporation \$108.50 O
25373 07/01/2021 AW Biosolutions, LLC \$25.00 O
25374 07/01/2021 AW LBP Leasing \$122.62 O
25375 07/01/2021 AW Mantua Auto Parts \$10.69 O
25376 07/01/2021 AW Marlboro Supply \$367.50 O
25377 07/01/2021 AW Miller & Company \$77.00 O
25378 07/01/2021 AW Ohio Edison \$176.39 O
25379 07/01/2021 AW OTARMA \$11,081.00 O
25380 07/01/2021 AW Rich Gano \$245.98 V
25380 07/01/2021 AW Rich Gano -\$245.98 V
25381 07/01/2021 AW Sherwin Williams \$262.90 O
25382 07/01/2021 AW Steve Zielinski \$74.09 O
25383 07/01/2021 AW Time Warner Cable \$127.97 O
25384 07/01/2021 PR Ashlee Rae Hawkins \$185.07 O
25385 07/01/2021 AW Jason Carlton \$173.34 O
25386 07/01/2021 AW WJL Administrative Services, LLC \$1,882.93 O
25387 07/01/2021 AW John Festa \$245.98 O
25388 07/01/2021 AW Matthew Benner \$263.76 O
Total Payments: \$39,947.21

RES 139-21: Motion made by Jason Carlton to adjourn the meeting, seconded by Matt Benner-**All
Ayes**

Meeting adjourned at 9:48 p.m.

John Festa, Trustee & Chair

Jason Carlton, Trustee

Matthew Benner, Trustee

Susan J. Skrovan, Fiscal Officer