

MANTUA TOWNSHIP TRUSTEES MEETING

Regular Meeting Minutes of August 19, 2021

John Festa called the meeting to order at 7:02 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: Rich Gano; Zoning Inspector, Jon Harris with the Portage County Library, Mark Hall, Dave Pollard, Theresa Nielsen; BZA Chairman, Carole Pollard. John asked that cell phones be silenced. Matt Benner led the Pledge of Allegiance.

John Festa said there are two sets of minutes to review and approve tonight; the Budget Hearing minutes from July 12 and the regular meeting minutes from July 15.

RES 155-21: Motion made by John Festa to accept the Budget Hearing minutes of July 12, 2021 and suspend the reading, seconded by Matt Benner-**Two Ayes, Jason Abstained**

RES 156-21: Motion made by Matt Benner to accept the Regular Meeting minutes of July 15, 2021 and suspend the reading, seconded by Jason Carlton-**All Ayes**

Fiscal Officer's Report

Susan provided the Trustees with correspondence.

- Opioid Settlement Resolution
- Certified Letter for a Records Request
- PCTA Dinner
- PC Auditor Certification
- PC Health District re: Semi-Public WWTP
- Chip-n-Seal Bid Book-Signed
- Mantua Hardware Invoice for (3) Dehumidifiers?

RES 157-21: Motion made by John Festa to accept the Opioid Class Action Settlement as presented, seconded by Matt Benner-**All Ayes**

John Festa explained the Mantua Hardware invoice; the dehumidifiers were for each of our three buildings. Susan acknowledged that a purchase requisition at the time of purchase would help her to know what line item to use to pay for purchases like this. She can now create a purchase order.

Trustees reviewed the record's request. John will check with the prosecutor before filling this request to make sure all the documents are public records.

RES 158-21: Motion made by John Festa to accept the Fiscal Officer's report, seconded by Jason Carlton-**All Ayes**

John Festa introduced Jonathan Harris, Director of the Portage County District Library. Mr. Harris went onto provide information on their upcoming levy in November. Their current funding level is about \$2,000,000. The levy would bring in 3 mills or \$3,000,000 more per year. They have a lot of ideas including bringing back the bookmobile and extending hours in their current facilities.

Zoning Report:

Zoning Inspector, Rich Gano, provided his written report. Rich has had 54 permits so far this year!

His zoning records, which are back from being digitized with 3SG are a mess! Everything came back in one pile rather in their individual folders. He has had help from Terrie Nielsen and Lynn Harvey to try and locate documents needed for court cases. Jason said he picked up red folders to place into every file so that any new documentation can be kept separate until ready to have scanned.

Rich said the Studer case is requesting a certificate of non-compliance use since there has been a business there since 1965!

Rich passed out a request from him for a zoning amendment for signs. Rich also asked the Trustees for a "flat" fee for decks. Figuring out a fee based on square footage is so difficult to determine; nobody's deck is just a square or rectangle. Most of them have several tiers and wrap around the house. Jason said our fee schedule has not been updated since 2014! Trustees decided to include decks and fences under "other fees" and charge a flat \$50.00.

John said he received an email from Brett Bencze, Assistant Prosecutor, on the Kukral case. John has asked Brett to come to their next meeting and have Chad Murdock sit in on the meeting as well.

RES 159-21: Motion made by John Festa to hold a special meeting before their next Trustee's meeting on September 2, 2021 at 6:00 pm with legal counsel, seconded by Jason Carlton-**All Ayes** This special meeting will be held in executive session. Susan will advertise the special meeting.

John said Chad Murdock sent an agreement for legal services to the Trustees.

RES 160-21: Motion made by John Festa to accept Chad Murdock's agreement for legal services at \$75.00 per hour as needed, seconded by Matt Benner-**All Ayes**

Susan will email the signed agreement back to Chad Murdock.

RES 161-21: Motion made by John Festa to sign the agreement with CT Consultants for the feasibility project for Mantua Center School, Townhall and Civic Center properties for \$4,900.00, seconded by Matt Benner-**All Ayes**. John will email CT and cc the Fiscal Officer.

Terrie Nielson, BZA Chairman, reviewed the fee schedule. She did not know what the “application review fee” of \$45.00 was supposed to be? Terrie said they do not use it. On page two, there is no permit for a use or area variance; it is not clear. Jason will get with Rich Gano and try and clarify some of the wording.

Jason Carlton tabled discussion on the culvert on Mantua Center Road; he was hoping Susan Lilley was present. He has some paperwork regarding our responsibilities. Jason read the last attachment from the Attorney General. Unless it is a detriment to the road; it is not an issue! Jason will draft a letter.

Jason also tabled discussion on the Jake brakes. Matt said he spoke with Bob Maynard regarding his concerns on Jake brakes. Jason said we have a resolution from 2010 for the entire township.

Matt Benner brought up the new generator, the warranty and service agreement for it.

RES 162-21: Motion made by Matt Benner to pay for a 10-year warranty on the Generator as the Mantua Center School for \$1,808.00 total, seconded by Jason Carlton-**All Ayes**

Susan will need a W-9 from Wesley Electric, Inc. in order to put them into our system as a vendor.

Matt said Kline & Kavali came out today to take out the pump for the boiler system; they have it.

Matt brought up the possibility of installing a security fence and an awning for the new generator/HVAC system. Matt wants to check with the manufacturer first to make sure there will not be any problems if we do install a fence and or awning.

John said the Portage County FEMA Director is reaching out to the Red Cross to take a look at our building as a shelter.

RES 163-21: Motion made by Matt Benner to pay the bills, seconded by John Festa-**All Ayes**

25446 08/18/2021 PR James J Aldrich \$396.71 O
25447 08/18/2021 PR Cole Benjamin \$501.27 O
25448 08/18/2021 PR Matthew Scott Benner \$959.18 O
25449 08/18/2021 PR Jason Philip Carlton \$682.29 O
25450 08/18/2021 PR John Festa \$818.12 O
25451 08/18/2021 PR Richard J. Gano \$602.29 O
25452 08/18/2021 PR Susan Lilley \$527.26 O
25453 08/18/2021 PR Susan J Skrovan \$1,489.93 O
25454 08/18/2021 PR Brian Anthony Tayerle \$1,363.51 O

25455 08/18/2021 PR Daniel R Wysznski \$1,164.63 O
25456 08/19/2021 AW 3SG Plus \$4,500.00 O
25457 08/19/2021 AW Allied Corp \$607.32 O
25458 08/19/2021 AW Copley Ohio Newspapers, Inc. \$218.75 O
25459 08/19/2021 AW Cuyahoga Asphalt Materials, Inc \$5,092.00 O
25460 08/19/2021 AW Deluxe Cleaners \$154.00 O
25461 08/19/2021 AW DJL Material & Supply, Inc. \$2,655.00 O
25462 08/19/2021 AW Industrial Landscaping & Services, Inc \$3,000.00 O
25463 08/19/2021 AW Mantua Auto Parts \$20.00 O
25464 08/19/2021 AW Ohio Edison \$993.87 O
25465 08/19/2021 AW Osborn Engineering \$15,375.00 O
25466 08/19/2021 AW Stamm Contracting Company \$65.65 O
25467 08/19/2021 AW The Haylett Corporation \$321.84 O
Total Payments: \$41,508.62

RES 164-21: Motion made by John Festa to adjourn the meeting, seconded by Jason Carlton-**All
Ayes**

Meeting adjourned at 8:50 p.m.

John Festa, Trustee & Chair

Jason Carlton, Trustee

Matthew Benner, Trustee

Susan J. Skrovan, Fiscal Officer