

MANTUA TOWNSHIP TRUSTEES MEETING

Regular Meeting Minutes of September 2, 2021

John Festa called the regular meeting to order at 7:10 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: Brett Bencze; Assistant Prosecutor, Carole Pollard, Dave Pollard, Jan Oros, Susan Lilley; Custodian, Frank Horack, Tim Benner, Ray & Roberta Salo. John asked that cell phones be silenced. John said the meeting will not be video recorded tonight; he came right from work and did not have a chance to set it up. Matt Benner led the Pledge of Allegiance.

John Festa said there are two sets of minutes to review and approve tonight; the regular meeting minutes from August 5 and the regular meeting minutes from August 19.

RES 168-21: Motion made by Matt Benner to accept the Regular Meeting minutes of August 5, 2021 and suspend the reading, seconded by Jason Carlton-**All Ayes**

RES 169-21: Motion made by Jason Carlton to accept the Regular Meeting minutes of August 19, 2021 and suspend the reading, seconded by Matt Benner-**All Ayes**

Fiscal Officer’s Report

Financials:	Permanent Appropriations:	\$ 1,004,055.66
	Revenue Receipts Year to Date:	\$ 921,066.20
	Expenditures Year to Date:	\$ 479,500.35
	Checking Account as of 8/31:	\$ 622,361.82
	Savings Account as of 8/31:	<u>\$ 527,317.66</u>
	Total:	\$1,149,679.48

Susan provided the Trustees with the following correspondence:

- Portage County Recycling District Cost Change-MOU
- ARPA Funds – Received first Tranche (1/2 of Award) Yesterday-\$251,664.42
- Cemetery Deed for Trustees to Sign
- Portage County Recycling Letter
- OTARMA-Cybersecurity Application-Needs filled out by September 15th
- Lori Calcei; Portage County Recorder re: Good Deeds Presentation to be Scheduled
- Ohio Auditor of State-Contract for our audit with an IPA Firm-paperwork to complete
- Portage County Township Association from OTA for General Information-Completed
- OTARMA Capital Distribution Check received, Insurance Vehicle Cards
- OBM-Ohio Shared Services updated information completed

Susan spoke with Brett Bencze regarding her position as Fiscal Officer. Susan must reside in Mantua Township in order to retain her position as Fiscal Officer, which is an elected position. Susan's situation in her personal life is changing and when all is done; it looks like she will not reside in Mantua Township. She will have to give up her position as Fiscal Officer. Trustees will need to determine an appointment for the vacated position. They will need to be a resident of Mantua Township and will need to run for election at the next general election when the term is up. Susan says she may have one to two months, that would be it. Brett said until she makes residency in another place; she still holds the office; the Trustees cannot do anything until it becomes vacant. Trustees would appoint, if they agree, if they cannot agree, then it would go to a Committee of five and goes from there. They do not necessarily have to advertise; they can appoint. John said they have a process to do that, they certainly would advertise, time permitting. Jason said the worst-case scenario Susan is giving is October 1st. Jason would rather do their due diligence now to look for her replacement. Brett said you cannot appoint someone to her position until it is vacated. He said the best scenario for the Trustees would be to look for someone, hire them as an assistant to work with Susan until she vacates. Trustees can then appoint that person. Susan asked about the possibility of being hired after that to help the new Fiscal Officer; can that happen. Brett said he does not believe there is residency requirement for an assistant; that would be a hired position. Brett will send the Trustees the process.

RES 170-21: Motion made by John Festa to accept the Fiscal Officer's report, seconded by Jason Carlton-**All Ayes**

Cemetery Report: Jim Aldrich was not present

Road Report: Jason spoke for Brian Tayerle. The road crew has some trouble spots in the Township with trees hanging over the roadways. Brian reached out to Weaver Tree Service to take a look at the trees. These included trees on:

- Mantua Center Road near Harner Road
- Harner Road
- Skinner Road
- Pioneer Trail from S.R. 44 to Peck Road
- Coldbrook

Weaver Tree Service provided a quote for \$12,775.00 for all the work.

RES 171-21: Motion made by Jason Carlton to enter into an agreement with Weaver Tree Service for \$12,775.00, seconded by Matt Benner-**All Ayes**

Jason went onto discuss the chip-n-seal project by H. Luli Construction. They are waiting on more slag; short 200 tons.

Jason said Brian Tayerle will need a check for Middlefield Farm & Garden on Tuesday to pickup the Kubota RTV. Susan said she will run the check along with several refund checks for rental deposits which Susan Lilley asked about over the weekend and drop them off at the school.

Zoning Report:

Jan Oros, Zoning Commission Secretary, reported the commission met on August 12, 2021. Lynn Harvey, Chairman, went through the entire repagination of the Zoning Code, it all looks good! Their next meeting will be on Thursday, September 9, 2021 at 7:00 pm.

There was no BZA report.

Custodian Report: Susan Lilley had nothing to report.

Beautification Report: There was nothing to report.

Mantua Restoration Society, Inc. Report: Carole Pollard reported they have been meeting regularly. Fundraising has been at Duke's K-9 Dash-n-Splash, now in Freedom Township.

MaRSI members are waiting on the Trustees to decide on their proposal they submitted.

The next Duke's K-9 Dash is Saturday, September 11, 2021 and then October 1, 2 & 3.

Historic Cemeteries Preservation Committee: Jan Oros said with the loss of Trustee Vic Grimm and with COVID-19, it has been delayed. It is not defunct.

Chamber of Commerce: Carole Pollard reported there was a meeting on Tuesday. She provided their upcoming events.

Trustee Reports-New Business:

John Festa received an email from ODOT regarding some stimulus money available! Up to \$250,000. Jason felt we should work with Portage County Regional Planning on this; they have a grant writer.

Jason Carlton brought up the no engine brakes; Jason would like to drive the road with Brian to determine where the signs should be placed.

Jason brought up 12119 Mantua Center Road; the Beach residence regarding their culvert. Jason explained what took place. They have installed a 4-foot culvert? Brett Bencze provided an Attorney General's opinion based on the original history of the roadway and the Blackbrook Conservancy. Jason read the paperwork from 1879 including ORC 5543.16. Jason wants to send an email to Mickey Marozzi, Portage County Engineer.

Jason asked John about the SSL? John said he got it. Jason spoke about 3SG and the digitizing of our files. The mess we got back. They told Jason their cost to scan did not include making our records whole again!

Matt Benner said the engineering firm, CT Consultants; Rich Iafelice and Bill Gallagher are putting a proposal together. Rich is working on fact finding.

Matt said the water update; there are no problems. Pump went out to be rebuilt; it is still there.

Mars Electric; the cost went from around \$3,000 to \$16,300? Why? Trustees need to look at this closely.

NOPEC; the Portage County Commissioners may be looking at going away from them?

Matt asked whether we need to disburse some funds?

Have Wright Heating & Air Conditioning put in a mini split at the Annex. John will contact.

The waterline from the Civic Center to the Townhall is all we will run.

Steve Urban will try to get to the Townhall floor as soon as possible; he has been very busy.

Public Comment:

Ray & Roberta Salo, residents of Frost Road, asked about the facility working out of the old gravel pit on Frost Road; Rob & Ted, LLC. They are filing for a BZA application for a “use” variance as a non-conforming use. More discussion followed.

Tim Benner brought up the idea of a war memorial monument. There is a 3 to 9-month lead time for the monument. Whomever does the monument, we would need 50% up front at a cost of \$10-12,000. They would start with the War of 1812, the Civil War and then WWI. The Trustees all support this idea and want to contribute as well. Tim Benner does not plan to fundraise for this memorial; he was hoping the Trustees will be willing to cover phase 1 of the project, \$4,800.00.

Frank Horack presented a plaque to be placed on the bench at the cemetery for Amy Janca. Frank then asked Susan about the balance of an invoice for the overhead heaters at the FO’s temporary office in the school that is past due; \$575.00 to AME. Susan said this was for the overage on his bill. Frank said it was part of his quote. Susan reminded Mr. Horack that his original price to the Trustees was not to exceed \$2,500 which is what the Trustees approved by resolution. This amount was over that “not to exceed price” and needed to be approved by the Trustees, which it was. Susan will process a check. Frank asked about the second invoice, originally from December of 2020 for the generator that was being paid utilizing the grant money from COVID-19, the balance is past due of \$13,750.00. Susan asked Frank if he ever sent her a final invoice? She did not get one and must have one to pay him. She needs a bill for the balance and will process a check.

RES 172-21: Motion made by Jason Carlton to pay the bills, seconded by John Festa-**All Ayes**

- 71-2021 08/25/2021 EW Public Employees Retirement System \$3,998.08 O
- 72-2021 08/25/2021 EW Ohio Deferred Comp \$300.00 O
- 73-2021 08/25/2021 EW Treasurer, State of Ohio \$289.10 O
- 74-2021 08/25/2021 CH Ohio Public Employees Retirement System \$1.85 O
- 75-2021 08/25/2021 EW Internal Revenue Service \$1,531.67 O
- 25468 09/02/2021 PR Cole Benjamin \$457.03 O
- 25469 09/02/2021 PR Brian Anthony Tayerle \$1,616.45 O
- 25470 09/02/2021 PR Daniel R Wysznski \$1,642.31 O
- 25471 09/02/2021 AW Akron Tractor \$272.07 O
- 25472 09/02/2021 AW Aris Company \$84.00 O
- 25473 09/02/2021 AW Biosolutions, LLC \$25.00 O
- 25474 09/02/2021 AW Cuyahoga Asphalt Materials, Inc \$755.76 O
- 25475 09/02/2021 AW KS State Bank \$15,782.18 O
- 25476 09/02/2021 AW LBP Leasing \$122.62 O
- 25477 09/02/2021 AW Mantua Auto Parts \$50.34 O
- 25478 09/02/2021 AW Mantua Hardware Lawn & Garden \$851.59 O
- 25479 09/02/2021 AW Miller & Company \$77.00 O
- 25480 09/02/2021 AW Ohio Edison \$141.78 O
- 25481 09/02/2021 AW Oscar Brugmann Sand & Gravel \$136.69 O
- 25482 09/02/2021 AW R & R Truck Sales, Inc \$361.75 O
- 25483 09/02/2021 AW Scranton Road Promotional Marketing \$248.00 O
- 25484 09/02/2021 AW Time Warner Cable \$127.97 O

Total Payments: \$28,873.24

RES 173-21: Motion made by John Festa to adjourn the meeting, seconded by Jason Carlton-**All Ayes**

Meeting adjourned at 9:35 p.m.

John Festa, Trustee & Chair

Jason Carlton, Trustee

Matthew Benner, Trustee

Susan J. Skrovan, Fiscal Officer