

MANTUA TOWNSHIP TRUSTEES

SPECIAL MEETING

February 7, 2019

John called the Special meeting to order at 6:30 p.m. Members present: John Festa, Jason Carlton, Victor Grimm.

RES 26-19 Motion made by John to enter into Executive Session ^{ORC} for 121.22 Certain Personnel Matters, second by Jason. Vote: John, yes; Jason, yes; Vic, yes.

RES 27-19 Motion to exit Executive Session and return to the Special Meeting made by John Festa, second by Jason Carlton. John Festa, yes; Jason Carlton, yes; Victor Grimm, yes.

RES 28-19 Motion to adjourn the Special Meeting at 7:00 p.m. made by John Festa, second by Jason Carlton. John Festa, yes; Jason Carlton, yes; Victor Grimm, yes.

MANTUA TOWNSHIP

TRUSTEE REGULAR MEETING MINUES

February 7, 2019

Chairman John Festa opened the meeting at 7:00 p.m. We are here to discuss Township business and would everyone silence you cell phones and pagers. If you need any copies of the minutes or any other records, please contact the Fiscal Officer. Present: John Festa, Jason Carlton, Victor Grimm, Board, and Betsy Woolf, Fiscal Officer. A few residents. Jason led the Pledge

We have one set of minutes to approve from January 17, 2019. Any additions or corrections.

RES 29-19 Jason moved to accept the minutes as presented for January 17, second by Vic. Vote: John, yes; Jason, yes; Vic, yes.

Fiscal Officer Report;

2019 Temporary Appropriations:	\$ 501,917.83
2019 February Expenses:	\$ 22,627.00
2019 February Receipts:	\$ 650.00
Cash Balance	\$ 422,687.50
Invested	\$ 483,363.07

Correspondence: Grass Roots Clippings

Resolution for Load Limits on roads from the engineer's office. They will send out signs.

NOPEC grant notice – Jason read

Federal amount for mileage is now \$.58

RES -30-19 John made motion to accept the Financial Reports, second by Jason. Vote: John, yes; Jason, yes; Vic, yes.

Cemetery Sexton report: Burial fees of \$600.00
Foundation fees of \$80.00

Condolences to Vic for the passing of his uncle Richard Campbell.

No Zoning report
No Road report

Trustee reports New Business: John – One of the main items discussed was the credit card policy for all government offices in Ohio. Talked with Chris Meduri and have a draft. Auditors have found a lot of unauthorized use of credit cards. No one is allowed to carry the municipal credit card on his person. It has to be checked out and checked in and returned to the Fiscal Officer. Jason read the e-mail from Chris Meduri. Discussion on gas cards versus credit cards.

RES 31-19 John made Motion to send a letter to the Engineers office requesting his opinion on culvert sizes and conditions of drainage issues on Mantua Center Road, between Route 82 and Winchell Roads. Second by Jason. Vote: John, yes; Jason, yes; Vic, yes. John will do the letter.

Jason – No new business.

Vic – The plumbing inspector, Dan Robinson, was here. No issues. He will pass this on to Charles. Ron from Ashton Sound was out and finalized the tests. There will be a call list and password for the alarm to send to Ashton for their files. Mike from Canton Elevator will be here for the final hook up. Fire Alarm has to be connected to the alarm panel. Vic will call him and set it up. Vic attended quite a lot of classes at the conference. Jason is ~~considered~~ *CONSIDERED* about the final building permit from the County.

Old Business: John-No

Vic- Has put a call into Hercules for a date they will start.

Jason – Contacted by the baseball league. Want to use the field by the Cemetery on Mantua Center Road again this year. They will send their proof of insurance. He wants to utilize the softball field when not in use. Jason asked if Vic could monitor the field to see how often it is in use. Ken wants to help fund some upgrades to the field.

Public Comment:

Susan Skrovan – Do we know when the web site will be up. We have a credit card policy at Hiram. The solicitor has modified the policy. Therefore, it can be changed. John does not think the credit card policy can be changed.

Jan Oros – Beautification Committee has dropped out of the ^{Congress Restoration} Historical Society. Jan asked about the Mantua Township Facebook site. John stated it is not a government-authorized site. She found it to be misleading. She would like credit to be given where credit is due. Vic stated that Terrie Nielsen did a lot of the grant work.

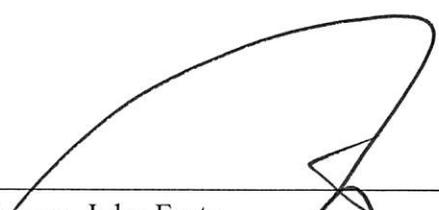
Dave Pollard – Discussed a culvert that may be broken. Vic will talk with Brian. Cookie Walk is this Saturday ^{9th} with a silent auction on specialty desserts and lots of food.

RES 32-19 John made the motion to pay the bills second by Jason. John, yes; Jason, yes; Vic, yes.

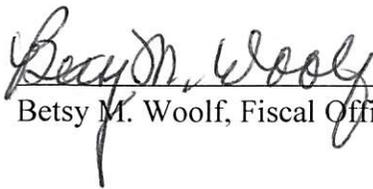
RES 33-19 John motioned to enter into Executive Session at 8:26 p.m., to discuss ^{ole} 121.22 Certain Personnel Matters, second by Jason. John, yes; Jason, yes; Vic, yes.

RES 34-19 John motion to reconvene regular meeting at 8:45 p.m., second by Jason. John, yes; Jason, yes; Vic, yes.

RES 35-19 John made motion to adjourn the meeting at 8:47 p.m., second by Jason. John, yes; Jason, yes; Vic, yes.



Chairman, John Festa



Betsy M. Woolf, Fiscal Officer



JASON MILTON



MANTUA TOWNSHIP TRUSTEES

MINUTES

February 21, 2019

John called the Special meeting to order at 7:30 p.m. We are here to discuss Township business and would everyone please silence your cell phones and pagers. If you need any copies of the minutes or any other records, please contact the Fiscal Officer. Present: John Festa, Jason Carlton, Victor Grimm, Board, and Betsy Woolf, Fiscal Officer. A few residents. Jason led the Pledge

We have one set of minutes to approve from February 7, 2019. Any additions or corrections.

Yes.

36-19

RES -36 Jason moved to accept the minutes as corrected and suspend the reading, second by Vic. Vote: John, yes; Jason, yes; Vic, yes.

Fiscal Officer Report;

2019 Temporary Appropriations:	\$ 501,917.83
2019 February Expenses:	\$ 26,346.69
2019 February Receipts:	\$ 150.00
Cash Balance	\$ 372,535.63
Invested	\$ 483,363.07

Correspondence: Charter

Regional Planning – rezoning of plats in Bluestone. Betsy will give to the Zoning Inspector

Mayor Clark, Mantua Village, sent a letter and a card from a young girl who made suggestions about stores to bring into the Village and Township.

Betsy – Almost done with closing out the year. I have the December reconciliation for you to sign. I feel confident that I can move on by myself. I have a pool of fiscal officers out that I can contact, therefore I don't feel I need an assistant anymore. Jason – we had talked about an audit for 2018. What do we need to do to move ahead with this? Betsy will call the auditor's. Vic stated he will call. John Festa, isn't that the fiscal officer's job? Vic stated he has already talked with someone. Betsy – I spent an hour on the phone with PERS today trying to get a report straight. It is wrong from January to October 2018. The money is correct but the reporting dates are wrong. UAN and OPERS will be helping me to correct the report. There will be penalties, late fees and other charges. As soon as I can get started on it, I will. Jason – At this point I think we need some information for an audit for 2018.

Betsy – I would like to have all the bills on the Monday before the meeting. I will let Brian know.

RES 37-19 John made motion to accept the financial report, seconded by Jason. Vote: John, yes; Jason, yes; Vic, yes.

Bob Stehli- Reported on the last meeting of the BZA. Kent Pavers are putting up a silo. Bob contacted the Chris Craycroft from the Parks District property. She didn't have a problem with it. The new chairperson is Teresa Nielsen, Vice Chair is Randy Alger with current members, Joan Martin, and Sandy Engelhart. I would like to recommend moving Chris Emshoff up from an alternate to board member. He attends all meetings and has a lot of knowledge. We have a nice balanced board and I think Chris will add to it. We will need to look for an alternate. Still have two cases of unfinished business. We are expecting the Carltons to appeal. There is a new person in the prosecutor's office trying to catch up with the cases. I commend Pete Tosi as Zoning Inspector and has a good personality for this position. Bob is not seeking to be re-appointed. He would be willing to stay on until a new person is appointed. John asked if he would stay until June. Yes, but he is busy and may not be able to attend.

RES: 38-19 John made the motion to move Chris Emshoff from alternate to a permanent member of the BZA immediately, second by Jason. Vote: John, yes; Jason, yes; Vic, yes.

John thanked Bob for all his dedication. Jason stated it is not an easy job, and he really appreciates all the time and effort he gave. Has heard nothing but good things from residents and the board.

Jason- Fire Dept. in process of hiring 3 part-time people.

Committee reports- Carol, Chamber of Commerce met last night. They will be giving out three \$900.00 scholarships each to three students. The coffee shop is getting closer to opening along with The Chilling Station. Jeff Benner purchased the Chase Bank building. Restoration Society- Sweet heart auction was a success. Vicki Cline, Commissioner, will be the guest speaker at the April 27 meeting.

Garden Club or LCA – Nothing at this time.

Beautification Committee – Frank Horack submitted a letter to the board from Amy about the sign. This will be brought up at next meeting.

Cemetery – Jan Oros read the minutes from their recent meeting. Looking at advertising for members and help. The group would like to obtain funding for a fence. Talked about setting up a

bank account. Jason thanked her with keeping us up to date and praised them for what they do. The February 19 meeting will be to evaluate & assess long-term projects.

Jason discussed the use of the buildings and whether the committees should pay a fee. After some discussion it was decided to refund the Restoration Society for the cookie walk use of the gym.

RES 39-19 Jason made motion to refund the money the Restoration Society paid for the use of the gym for the Sweetheart Auction, second by John. Vote: John, yes; Jason, yes; Vic, yes.

New Business: John

NOPEC has a community sponsorship program for \$1500.00 available. An application needs to be filled out. More information to come sometime in March. Vic stated that Jason brought up the idea of an Easter Egg Hunt. This can't be done by the Trustees, it has to be a community group. Carol Pollard and Jan Oros volunteered.

Jason – Received an e-mail that FEMA has funds available, but they are for Villages and Cities.

Vic - Distributed break down of phone and internet costs. We will be saving a lot if we switch to Spectrum. The internet will be faster.

RES 40-19 Vic made the motion to go with Spectrum for the telephone lines and internet, second by Jason. Vote: John, yes; Jason, yes; Vic, yes,

Old Business: John- Credit card policy states that credit card has to be in the possession of the Fiscal Officer. If a Township employee or trustee needs to use the card, it has to be signed out and given a time when it will be brought back. A receipt needs to be accompanied by the credit card when signed back in. A monthly report has to be submitted to the Trustees by the Fiscal Officer with the charges. The Chairman must sign off once approved by the board. Betsy asked if anyone has a Home Depot card. Vic and Jason. They are signature cards. John will notify Chris (Prosecuting Attorney) of the changes.

Jason – Elevator/ plumbing is all good and will pass this onto the building department, electrical inspection/ will not do it until they get paid. MDS will reimburse us. Betsy will prepare the checks for Kosma next meeting. This will come out of the \$39,000 +, insurance money
Vic/Alarm and system is in and working until the storm triggered it. It was reset and is working. Need to coordinate with the Mike for the inspection. John will contact him.

Vic – Hercules has started to install the LED lighting. The Civic Center and garage are done. Starting on the school tomorrow and will be done by Monday.

Public Comments:

Sue Skrovan – Thanked the Trustees for allowing her to work with Betsy. Have you heard anything about the website? John thought Shayne was coming back on February 5, but it won't be until March. Sue suggested that the Credit Card bill be added to the bills list. John stated it needs to be itemized on a separate report.

Carol Pollard – Thank you for the refund.

Dave Pollard - We made money at the Cookie Auction. An Easter egg hunt is a good idea. We'll have to be held in a handicapped accessible place. We are in the preliminary stages of planning a pig roast. He is very glad that Vic & Eric Hummel were able to place the elevator in a very inconspicuous spot.

Terry Hronek – Discussed the appointment of Chris Emshoff. Chris's family was involved in a lot of construction, etc. in Solon.

RES-41-19 John made the motion to pay the bills, second by Jason. Vote: John, yes; Jason, yes; Vic, yes.

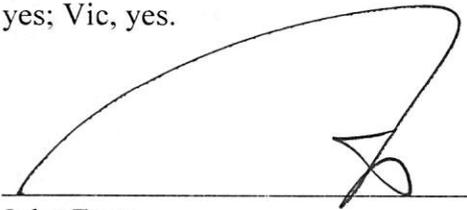
RES 42-19 Jason made the motion to enter into Executive Session at 9:45 p.m. to discuss employee compensation. (ORC 121.22) seconded by John. Vote: John, yes; Jason, yes; Vic, yes.

RES 43-19 Jason made motion to reconvene into regular meeting at 10:05 p.m. Vote: John, yes; Jason, yes; Vic, yes.

RES 44-19 Motion to increase the Cemetery Sextons monthly salary from \$425.00 to \$450.00 retroactive from the first of 2019 second by Vic. Vote: John, yes; Jason, yes; Vic, yes.

RES 45-19 Jason made the motion to increase the road crew \$1.00 per hour. Brian Tayerle from \$20.95 per hour to \$21.95 and Dan from \$20.20 per hour to \$21.20 retroactive from the first of 2019. Second by Vic. Vote: John, yes; Jason, yes; Vic, yes.

RES 46-19 John motioned to adjourn at 10:07 p.m. Second by Jason. Vote: John, yes; Jason, yes; Vic, yes.



John Festa



Jason Carlton



Victor Grimm



Betsy Woolf, Fiscal Officer