

# RECORD OF PROCEEDINGS

## MANTUA TOWNSHIP TRUSTEES

### SPECIAL MEETING

Held January 23, 2014

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The Board of Trustees of Mantua Township convened in special session with the Board of Zoning Appeals and the Zoning Commission from 7:00 P.M. to 8:20 P.M. in the Mantua Township Hall. Chairman Jason Carlton called the meeting to order with the following members and visitors present: Jason Carlton, John Festa, Victor Grimm, Trustees. Marie Stehli, Fiscal Officer. John Dickey, Zoning Inspector. Nick Ehlert, Lynn Harvey, Roger Hurd, Terri Vechery, Zoning Commission. Susan Skrovan, Zoning Commission Secretary. Randy Alger, Keith Barton, Kathy Kelley, Terrie Nielsen, Bob Stehli, Board of Zoning Appeals. Betsy Woolf, BZA Secretary. A few Residents.

The Pledge of Allegiance was led by Marie Stehli. Jason Carlton moderated the meeting. The Trustees led off the discussion.

The Trustees are considering implementing a filing fee for items that the County requires a local permit for. These include demolition, moving a building, and temporary commercial signs and banners. Demolitions under ~~300~~-200 square feet would not be charged, as the county does not require a permit. Terrie Nielsen and Randy Alger asked about the reason for these fees. John Dickey said it is just to cover work done. The County won't issue a permit without a permit from the township.

Victor Grimm will be the new Regional Planning Representative. Sandy Engelhart remains the alternate.

Jason noted that the Zoning Commission would have one alternate moving forward. Lynn Harvey presented a letter detailing the need for and use of alternates on both boards. The Zoning Commission, from 2007 through 2013, met 124 times and used alternates 93 times. Both alternates regularly attend and stay, even when not seated on the Board. The BZA, from 2002 through 2012, met 38 times and used alternates 34 times. Quorums need to be kept, and sometimes a member cannot sit on a Board during a hearing for various reasons, including conflict of interest. Jason said that he wants to see regular members attend meetings. Lynn said that most of their Board is retired, and two members spend a few months in Florida—a situation which at least one member made plain at the time of appointment. She pointed out that members serve mostly as volunteers—the money is negligible. John Festa said that he knows that the money is negligible. Maybe the Zoning Commission should provide the Trustees with a monthly report. Sue Skrovan said that no one has asked. (Marie Stehli said later that both Zoning Boards have a regular spot on the Trustee agenda, and that there is usually at least one Zoning Commission member at the meeting who does report.) Betsy Woolf said that she regularly sends the Trustees minutes. Victor Grimm pointed out that several prosecutors have told the Trustees to stay out of Zoning. He still feels that there should be two alternates. Keith Barton pointed out that on the BZA it is often the case that a member has to recuse him/herself due to conflicts of interest. Vic explained that alternates were requested to attend so that they are aware of what is going on. The ORC only requires Trustee attendance every 90 days. Roger Hurd stated that there is a big difference between elected and appointed officials. Each member of the Zoning Commission has varied backgrounds and opinions. He felt this is a bad decision. Lynn said that starting in 2008 the Zoning Commission met twice a month, but were only paid for one meeting a month due to budget constraints.

John Festa asked each Board for a summary of their duties, goals and expectations of the Trustees. Lynn, noting that these are spelled out in the zoning book, said that their goals are to work on the land use plan and Round Up Lake. They are reviewing

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it for mixed use. There is occasional need for re-zoning. It is not efficient to work on zoning legislation once a month. Jason suggested involving Regional Planning.

John Festa asked about a copy of the Land Use Plan.

Bob Stehli said that the BZA wants to work closer with the Zoning Commission on clarifications. They have had stuff come up in each meeting. Keith gave an example on set-backs. Vic noted that the electric pole is always in the right of way. Our roads have varied right of way widths.

Randy stated that their Board has had very few meetings in recent years. The prosecutor's office used to put on training sessions, but hasn't recently. John Festa will check into training at the OTA conference. Jason suggested mock hearings for trainings. Randy said that the County used to train that way.

Keith asked if the zoning book is online. Yes, in PDF format, OCR enabled.

John Dickey said that they (he and Betsy) have been working on getting the records straight. It is coming along. Marie said that Microsoft is no longer supporting Windows XP and they may have to update to Windows 7. John wants to take the Trustees for a Saturday ride around the township.

Vic has found minor inconsistencies within the zoning book and will pass it on to the Zoning Commission.

Bob said that he is Chair of the BZA, Joan Martin is Vice Chair. Members are Randy, Kathy and Terrie. Keith and Sandy are the alternates. They need to have their organizational meeting. He would like to see the BZA application re-designed. Some things are not clear. Procedure is that the person needs to request a permit, get denied, and then apply to the BZA. Jason said that forms are online. The applicant needs to pay for the application, and then pay for the BZA hearing. There was discussion about double payment from Terri Vechery. Marie said that Zoning fees don't begin to cover the costs of zoning. It is supplemented by the General Fund by about \$5000 per year.

Lynn said that the Zoning Commission officers have not changed. She is Chair, Roger is Vice Chair. Members are Joy Brunetti, Phil Derthick (both currently in Florida) and Terri. Nick is the alternate. She asked about Regional Planning hours. The current project is currently under purchase order. RPC can provide them a quote on projects. Todd Peetz has been very good about not charging. Previous directors would charge for every phone call, including ones that they initiated.

Marie suggested that Betsy and John Dickey talk about their new office at the Mantua Center Administration Building. They talked about the filing project. Terri Vechery suggested cross referencing with BZA files. Terrie Nielsen repeated her previous offer to help. All files are locked up and the room is secure.

Jason thanked everyone for their dedication.

There will be a meeting with Regional Planning regarding the school building on January 29 at 7:00 p.m.

**RES 26-14** Motion to adjourn the meeting by Jason Carlton, seconded by John Festa. All voted Yes.

The meeting was adjourned till February 4, 2014 at 8:30 a.m. for executive session and to discuss employee health insurance..

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Victor Grimm

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Jason Carlton

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John Festa

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Marie Louise Stehli, Fiscal Officer

All formal actions of the Board of Trustees of Mantua Township concerning and relating to the adoption of resolutions and/or motions passed at this meeting were adopted in a meeting open to the public, in compliance with the law, including Section 121.22 of the Ohio Revised Code.