

RECORD OF PROCEEDINGS

Minutes of

Meeting

MANTUA TOWNSHIP TRUSTEES

DAYTON LEGAL BLANK, INC., FORM NO. 10148

REGULAR SESSION

Held _____ 20____

Held September 5, 2012

Page 1 of 6

The Board of Trustees of Mantua Township convened in regular session from 7:30 P.M. to 10:21 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 Vechery, Zoning Inspector. Nick Ehlert, Roger Hurd, Dave Pollard, Terri Vechery, Zoning Commission. Susan Skrovan, Zoning Commission Secretary. Several residents.

Introduction

The regular meeting was called to order by Chairman Jason Carlton. The pledge of Allegiance was led by John Festa.

The meeting minutes of the last regular meeting were discussed.

RES 219-12 Motion to approve the minutes of August 16, 2012 as corrected and suspend the reading thereof by Victor Grimm, seconded by John Festa. Vote as follows: Jason Carlton, Yes. John Festa, Yes. Victor Grimm, Yes.

The meeting minutes of the first special meeting of August 27 were discussed. **RES 220-12** Motion to approve the minutes of August 27, 2012 as presented and suspend the reading thereof by Jason Carlton, seconded by Victor Grimm. Vote as follows: Jason Carlton, Yes. John Festa, Yes. Victor Grimm, Yes.

The meeting minutes of the second special meeting of August 27 were discussed. **RES 220-12** Motion to approve the minutes of August 27, 2012 as presented and suspend the reading thereof by Victor Grimm, seconded by Jason Carlton. Vote as follows: Jason Carlton, Yes. John Festa, Yes. Victor Grimm, Yes.

Jason announced the correspondence book and requested that cell phones be turned off.

Financial Report

The Fiscal Officer presented the following correspondence:

- Offer to purchase items from trailer
- ODOT District 4 Government Day
- Portage Soil & Water annual meeting
- Round 27 application request
- Bricker & Eckler solicitation
- Confidential memo from C. Meduri
- HB 110 inspection report
- September Grassroots Clippings
- Ohio LTAP newsletter
- North Central Engineering on stabilization
- OPERS notice
- Chagrin River Watershed invitation
- Zoning Seminar
- Robinson Hospital Drug & Alcohol training

Jason added a letter from Strawser Construction for the next meeting.

RECORD OF PROCEEDINGS

Minutes of

Meeting

MANTUA TOWNSHIP TRUSTEES

DAYTON LEGAL BLANK, INC., FORM NO. 10148

REGULAR SESSION

Held _____ 20____

Held September 5, 2012

Page 2 of 6

RES 222-12 Motion by Jason Carlton to approve the following supplemental appropriations:

Fund	From	To	
Road & Bridge Fund	materials	Health Insurance	\$5700.00
Road & Bridge Fund	Workers Comp	Equipment Repairs	\$1288.18
Cemetery	Contracts	Supplies	\$1000.00

Seconded by Victor Grimm. Vote as follows: Jason Carlton, Yes. John Festa, Yes. Victor Grimm, Yes.

The Fiscal Officer presented the following financial report.

2012 Appropriations:	\$1,492,359.00
2012 Encumbrances:	\$1,112,135.28
2012 Payments:	\$ 426,925.45
Encumbered, not paid:	\$ 685,209.83
2012 Receipts:	\$ 624,289.37
Cash balance:	\$ 913,895.15 of which
	\$ 897,536.42 is invested.

The Fiscal Officer presented plans to move into the west room of the first floor of the school. Included in her presentation were complete first floor plans, including furniture layout, cost estimate for two scenarios-one with each trustee having an office, a zoning board room with room for meetings, and a zoning inspector office, and the second with an available community room, zoning board/inspector offices and a single office for trustees to meet with the public, and a time line to move into the proposed fiscal office. Jason Carlton discussed the uneven floor which he felt would require a thin padding, and the need to replace lights. He would like a contractor to be able to bid out and supervise volunteers. Victor Grimm said that the lights (and the rooms) can be done one room at a time, but Jason doesn't want to do the project piecemeal. John Festa wants an environmental study to evaluate lead paint, asbestos and mold. Vic said that he has two people that can be interviewed for this-John Festa wants them to be accredited. Marie asked if we could please get started. John said that we should be able to talk to someone by the next meeting. There is \$3159 in the Repairs account for the school and \$15784 in the Improvement of Sites account.

Main MeetingZoning Report

John Vechery reported zoning receipts of \$360 and cemetery receipts of \$2966, for a total of \$3326.

Roger Hurd said that the Zoning Commission is waiting for a response from Regional Planning.

Road Report

Victor Grimm reported that Perrin Asphalt's tentative start date is September 10, but the road crew would like to push it back to September 12 to patch over the culverts. He thinks that the 24" pipe is in on Loris.

RECORD OF PROCEEDINGS

Minutes of

Meeting

MANTUA TOWNSHIP TRUSTEES

DAYTON LEGAL BLANK, INC., FORM NO. 10148

REGULAR SESSION

Held _____ 20 _____

Held September 5, 2012

Page 3 of 6

Club & Committee Reports

None.

Trustee Reports

Jason Carlton presented quotes for striping Bowen Road:
Duramark: Center line: \$1799.75, Edge Lines: \$1799.75, Total about \$3600. Duramark was not comfortable striping on fresh chip & seal.
Aeromark: Center line: \$1332.85, Edge lines: \$1465.10, Total cost \$2797.95.

RES 223-12 Motion to have Aeromark put all stripes on Bowen Road for \$2797.95 by Jason Carlton, seconded by John Festa. Vote as follows: Jason Carlton, Yes. John Festa, Yes. Victor Grimm, Yes.

Vic added that we usually don't stripe chip & seal, but since it is a road with the school and there is a lot of traffic he felt we should. John Festa agreed and asked how long it would last. Jason Carlton said it depends. Vic wondered about doing just the centerline.

Jason also had a quote from CJ Sealcoating for \$300 to sealcoat and re-stripe the pad at the civic center. This is the same price as before. **RES 224-12** Motion to have CJ Sealcoating seal and restrripe the pad at the civic center for \$300 by Jason Carlton, seconded by Victor Grimm. Vote as follows: Jason Carlton, Yes. John Festa, Yes. Victor Grimm, Yes.

Jason said that the bond was released for Appalachian Geophysical Services. Dave Pollard explained seismic testing. Marie Stehli asked about the bond release-does that mean we are not covered-since they are currently in the middle of the work. Jason will check on it.

John Festa noticed that one of the Mack trucks is leaking hydraulic fluid and found that it has been leaking for quite a while. He would like to see it fixed. FYDA has a \$700 credit. We never got our check back. John wants Chris Meduri to take action to get the full amount back. **RES 225-12** Motion by John Festa to request FYDA Freightliner to pay \$700 in check form for the Sterling condenser, seconded by Jason Carlton. Vote as follows: Jason Carlton, Yes. John Festa, Yes. Victor Grimm, Yes.

John said that we need to get going on the hydraulic repairs and the truck bed.

John asked Brent Simon about the website. Brent needs content. John will work on it. He also asked Marie about an auto-response on her email-he didn't like it. Marie had discussed it with Chris, who had OK'd it. Marie will look into it.

Victor Grimm said that we need to upgrade our radios for around \$1250 each and do the licensing on the radio system. Last time we had to license was about 10 years ago. The frequency should be good to 2015. We need 2 new radios and reprogram the existing ones. **RES 226-12** Motion to purchase 2 new radios from B&C and set aside \$150 for licensing by Victor Grimm, seconded by Jason Carlton. Vote as follows: Jason Carlton, Yes. John Festa, Yes. Victor Grimm, Yes.

Linda Ehlert has dropped off information on painting.

Girls Fast Pitch wants to rent the Gym for 6 months through the winter. They want to put in a batting cage, and other equipment and would tie up the building exclusively. We vote there. John Festa was

RECORD OF PROCEEDINGS

Minutes of

Meeting

MANTUA TOWNSHIP TRUSTEES

DAYTON LEGAL BLANK, INC., FORM NO. 10148

REGULAR SESSION

Held

20

Held September 5, 2012

Page 4 of 6

concerned about pipes getting hit at the top of the building. Linda Ehlert, as an ex-insurance agent, advised the trustees to check with their insurance before doing something like that. Jason said that teams normally furnish liability insurance.

Old Business

Pioneer Trail and Loris is in process.

Remington Pointe is complete. Vic said we needed a riser for the monument box. He talked to Brian about it.

Townhall updates-Linda Ehlert said that moisture problems are normal. She got information from the web on preservation. Don't power wash. It takes a year to dry enough to paint. Latex would not adhere without an oil based primer. Pictures could be used to identify problems. The Mantua Historical Society said that there is no cellulous insulation on the upper floor. She suggests having an engineer look at the building. Vinyl siding would exclude the building from the National Historic Register, where it currently is. Grants would not be available until next April.

John Festa met with Jim Kotkowski who said we need to get the water away from the building. He recommends drain tile all the way around. All of the stuff needs to be removed from the side of the building. John Frost is tied up. Jim Kotkowski thinks that the north foundation is only three feet deep. The drain tile needs to be installed and the gutters need to be cleaned. Vic said that we should first clean the gutters and downspouts.

We could dig a test hole at the NE corner and keep it open for inspection.

Vic said that when the south side was done we stayed away from the foundation at least two feet. A curtain drain was installed. Vic is afraid that the wall will collapse if we dig too close to the sandstone foundation. We can point the stone with mortar. Sealant won't stick to sandstone. He added that only mold sticks to sandstone.

Cal Brant suggested getting a gutter person to clean and install leak guards. He suggested parging it coating and membrane, with 2" rigid insulation, gravel and then dirt. Volunteers could do it.

John Vechery said that the basement was dug in the late 1970's. The first window to the left was already there. The sandstone wall fell in. Eric Hummel and Stamm Contracting may remember.

John Festa asked Sue Skrovan for copies of all security deposits. She, as custodian, holds all checks and returns them after voiding. If there is a cleaning issue, she gets the forfeit. Forfeited security deposits needed or repairs are turned over to the Fiscal Officer. Excess is returned to the renter.

John asked for executive session at the end of the meeting. At this time **RES 227-12** motion was made by John Festa to go into executive session at the end of the meeting to discuss personnel-discipline and promotion, with a second by Jason Carlton. Vote as follows: Jason Carlton, Yes. John Festa, Yes. Victor Grimm, Yes.

Jason Carlton expressed condolences to Frank Horack, whose wife passed away earlier this week.

RECORD OF PROCEEDINGS

Minutes of

Meeting

MANTUA TOWNSHIP TRUSTEES

DAYTON LEGAL BLANK, INC., FORM NO. 10148

REGULAR SESSION

Held _____ 20_____

Held September 5, 2012

Page 5 of 6

Public Comments

The following spoke during public comments:

Carole Pollard said that about a dozen volunteers have signed up to help work on the buildings. How is the Townhall work to be paid for?

Barbara Herbold thanked Vic and Brian for mowing in the cemetery.

Mark Hall was concerned about exclusive rentals.

Dave Pollard talked to Jim Kotkowski about the sandstone foundation years ago. He said that if you dig too close to the wall you could blow it out.

Steve Zielinski asked who did Marie's floor plan. Marie did, on a outline that had been done by architect David Sommer.

Cal Brant had questions on the studies being done on the school.

John Festa said that he wants the whole building checked. Jason Carlton wants a contractor to manage volunteers.

Dawn Pechman had a record request for trustee packets and minutes to be emailed. The Trustees told her that we are not capable of doing it at this time. She also wants notification of special meetings. Jason will look into it.

Finale

Res 228-12 Motion to pay the following bills by Jason Carlton, seconded by John Festa. Vote as follows: Jason Carlton, Yes. John Festa, Yes. Victor Grimm, Yes.

MANTUA TOWNSHIP PAID BILLS 9/5/2012

19034	BRIAN TAYERLE	AUGUST 16-31, 2012	1,237.54
19035	DANIEL WYSZNSKI	AUGUST 16-31, 2012	1,071.32
19036	MICHAEL RICHARDS	AUGUST 16-31, 2012	907.73
VOUCHER	INTERNAL REVENUE SERVICE	AUGUST FEDERAL DEPOSIT	1,462.96
19037	TREASURER, OHIO	AUGUST WITHHELD	312.71
19038	PERS	AUGUST CONTRIBUTIONS	3,443.98
19039	OHIO DEFERRED COMP	AUGUST WITHHELD	230.00
19040	AFLAC	AUGUST WITHHELD	223.76
19041	SUE SKROVAN	REIMBURSEMENT	12.09
19042	OHIO PUBLIC ENTITY CONSORTIUM	FUNDING PLAN	3,042.00
19043	DOMINION EAST OHIO	AUGUST SERVICE	137.34
19044	OHIO EDISON	AUGUST SERVICE	136.38
19045	AT&T	AUGUST SERVICE	167.82
19046	MILLER & COMPANY	AUGUST SERVICE	66.00
19047	SUNBURST ENVIRONMENTAL	AUGUST SERVICE	43.25
19048	SHIELD SECURITY	SECURITY AT CIVIC CENTER	160.00
19049	SPIRIT SERVICE COMPANY	AUGUST SERVICE	166.60
19050	PREMIER	SAFETY TEE SHIRTS	108.95
19051	LAKE BUSINESS PRODUCTS	COPIER CONTRACT	54.89
19052	STAPLES	PRINTER INK	104.39
19053	INDUSTRIAL CONNECTIONS	SUPPLIES	57.75
19054	PORTAGE COUNTY ENGINEER	CHIP & SEAL BOWEN & SCHOOL LANE	21,927.99
19055	TODD LAMB PAVING & EXCAVATING	REPAIRS TO REMINGTON POINTE	1,055.00
19056	TODD MONROE	FERTILIZER & WEED CONTROL	250.00
19057	LAKESIDE SAND & GRAVEL	75.5 TONS GRAVEL FOR FORCE ACCOUNT	1,122.45
19058	MARLBORO SUPPLY	CULVERTS FOR FORCE ACCOUNT	2,978.00
19059	OK BRUGMANN	FORCE ACCOUNT MATERIALS	2,429.00
19060	VOID	VOID	VOID
19061	STAMM CONTRACTING COMPANY	FORCE ACCOUNT MATERIALS	9.30
		162.64 TONS ASPHALT-REMINGTON	
19062	MAR-ZANE	POINTE	9,595.76

RECORD OF PROCEEDINGS

Minutes of

Meeting

MANTUA TOWNSHIP TRUSTEES

DAYTON LEGAL BLANK, INC., FORM NO. 10148

REGULAR SESSION

Held _____ 20____

Held September 5, 2012 Page 6 of 6

19063	OK BRUGMANN	FORCE ACCOUNT MATERIALS	638.00
19064	RINKER MATERIALS	CULVERTS FOR FORCE ACCOUNT	5,135.00
			58,287.96

Sue Skrovan asked the Trustees about getting magnetic screens for the civic center. It was OK'd.

At this time (9:54 p.m.) the trustees recessed the meeting for executive session called for in RES 227-12, and reconvened the meeting at 10:17 p.m.

RES 229-12 Motion to reconvene by Jason Carlton, seconded by John Festa. Vote as follows: Jason Carlton, Yes. John Festa, Yes. Victor Grimm, Yes.

RES 230-12 Motion to accept a bid from Tim Horvath for \$40 for 20' of pipe by John Festa, seconded by Jason Carlton. Vote as follows: Jason Carlton, Yes. John Festa, Yes. Victor Grimm, Yes.

RES 231-12 Motion to adjourn the meeting by Jason Carlton, seconded by John Festa. Vote as follows: Jason Carlton, Yes. John Festa, Yes. Victor Grimm, Yes.

The meeting was adjourned till September 20, 2012 at 7:30 p.m. at the Townhall

Victor Grimm

Jason Carlton

John Festa

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.