

RECORD OF PROCEEDINGS  
Village of Peninsula Council  
REGULAR SESSION

Held: August 8, 2016

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**CALL TO ORDER:** The Village of Peninsula Council convened from 7:02 p.m. to 9:21 p.m. in the Peninsula Village Hall. Mayor Douglas Mayer called the meeting to order and initiated the pledge of allegiance with the following members and visitors present:

**COUNCIL MEMBERS:**

Mary Booth	Present	Douglas Mayer, Mayor	Present
Diane Holody	Present	Daniel Schneider	Present
Carol Kramer	Present	Pamela Schneider	Present
Michael Matusz	Present		

**OTHERS PRESENT:**

Brad Bryan, John Stiegel, Elizabeth Workman, Kevin Kramer

**CITIZEN PARTICIPATION:**

Nothing.

**COUNCIL PARTICIPATION:**

Nothing.

**MAYOR'S REPORT:**

Nothing.

**SOLICITOR'S REPORT:**

Solicitor Bryan reported that it has been a busy month with prosecutions, wastewater, more discovery to respond to with the Robinson case. Ms. Workman has turned the Employee Handbook over to the Solicitor for review. Mr. Matusz asked that Council have a chance to review the handbook before voting to adopt it. The Solicitor presented and explained three versions of the Village Purchasing Policy. Discussion followed.

**MOTION:** TO ACCEPT THE VILLAGE OF PENINSULA PURCHASING POLICY-VERSION 3.

Moved by Ms. Schneider, seconded by Mr. Matusz.

Call for discussion made by Solicitor Bryan: No response.

Votes were: Mary Booth, aye; Dee Holody, aye; Carol Kramer, nay; Michael Matusz, aye; Daniel Schneider, aye; Pamela Schneider, aye. **Motion passed 5-1.** (Motion 122 -2016)

**FISCAL OFFICER'S REPORT:**

**MOTION:** TO APPROVE THE MINUTES OF JULY 11, 2016.

Moved by Mr. Schneider, seconded by Ms. Schneider.

Call for discussion made by Solicitor Bryan: No response.

Votes were: Mary Booth, aye; Dee Holody, aye; Carol Kramer, aye; Michael Matusz, aye; Daniel Schneider, aye; Pamela Schneider, aye. **Motion passed unanimously.** (Motion 123 -2016)

**FINANCE – PAM SCHNEIDER:**

**MOTION:** TO ACKNOWLEDGE THE FINANCIAL REPORTS.

Moved by Mr. Schneider, seconded by Ms. Holody.

Call for discussion made by Solicitor Bryan: No response.

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Votes were: Mary Booth, aye; Dee Holody, aye; Carol Kramer, aye; Michael Matusz, aye; Daniel Schneider, aye; Pamela Schneider, aye. **Motion passed unanimously.** (Motion 124 -2016)

**MOTION: TO PAY THE BILLS.**

Moved by Ms. Holody, seconded by Mr. Schneider.

Call for discussion made by Solicitor Bryan: Mrs. Kramer noted several misspelled words on the bill list. Mrs. Kramer asked what the Northcoast Sign Works bill was for. Mr. Matusz stated that the bill was for stickers for the new tractor, which Council authorized at last month's meeting.

Votes were: Mary Booth, aye; Dee Holody, aye; Carol Kramer, aye; Michael Matusz, aye; Daniel Schneider, aye; Pamela Schneider, aye. **Motion passed unanimously.** (Motion 125 -2016)

**MOTION: TO APPROVE DEPARTMENTAL PAYROLL FOR JULY 2016.**

Moved by Ms. Schneider, seconded by Mr. Schneider.

Call for discussion made by Solicitor Bryan: No response.

Votes were: Mary Booth, aye; Dee Holody, aye; Carol Kramer, aye; Michael Matusz, aye; Daniel Schneider, aye; Pamela Schneider, aye. **Motion passed unanimously.** (Motion 126 -2016)

**POLICE DEPARTMENT – DAN SCHNEIDER:**

Council discussed upgrading the Police Department radios. Ms. Holody spoke with Dale of B&C Communications, who stated the following:

1. That he will hold the price of \$16,910 to upgrade the Village radios through the end of 2016
2. That the Village can upgrade in November, and he will hold the invoice for the 2017 budget.
3. That he has new radios, which were 40% off retail at \$40,000
4. Motorola "in the arrears" lease program. Lease is for 5 years, but 1<sup>st</sup> payment is not due for a year
5. Total payment for radios & mobile upgrades through the lease program would be \$46,657 with interest
6. The RNC radios are now at 50% off, which would bring the prices down
7. There is a one-year warranty on the RNC radios
8. The radios are good for 20 years

Ms. Holody stated that she has concerns paying \$17,000 to upgrade the radios, when Motorola is discontinuing the radios at the end of 2016 and they are at 42% of the cost of new radios.

The Chief stated that upgrades must be done by December 31, 2016. New equipment must be purchased by May 2017. Mrs. Kramer asked the Fiscal Officer where the money would come from and if there was any advantage to holding off to purchase the radios next month, or the month after that, etc. Mr. Stiegel replied that he did not see an advantage to waiting and that the funds could come out of the general fund or the Police Levy fund. Mr. Stiegel stated that there is \$18,000 in the Police Levy fund.

The Mayor asked if the radios will work in December and the Chief answered that the radios will work until June 1<sup>st</sup>. The Mayor asked Mr. Stiegel if the Village has the additional \$22,000 in the budget to purchase the new radios without going into a lease program. Council agreed to wait to see if Boston Township accepted the Police Protection contract and to look at all the numbers next month before making a decision.

The Hearing Officer has not been assigned.

Chief Varga reported the following:

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1. The furniture has been delivered and looks very nice.
  2. The Chief met with Ms. Booth to discuss having an electrician come out and add electric to the new desks.
  3. The phone jacks in the wall are not working. Ms. Workman called ABC Communications and they will be out to look at them.
  4. There are concerts at Blossom every night Tues through Sun of this week. Officers will be operating the light at SR303 & Riverview.
  5. Ronyak will be paving SR 303 from 8/11/16-8/13/16 6:00 a.m.- 3:30 p.m. Rain dates are 8/15/16-8/17/16.
- Council discussed a concern that Remembrance Day Festivities are scheduled for Saturday morning.
6. Everett Road will be closed August 15-19.

**ROADS AND PUBLIC WORKS – MIKE MATUSZ:**

**Service Department**

Mr. Matusz reported the following:

1. The pickup truck broke down and has been repaired. The repairs were under \$500.
2. Council may want to consider budgeting for a replacement truck in the 2017 budget.
3. The Service Department have been working on the boom mower, they have replaced most of the hoses, however Akron Tractor ordered the wrong parts, the new parts should be delivered in 2 weeks.
4. The lights for the new tractor have been received.
5. The stickers have been received and put on the new tractor.
6. The Service Department will be working on the culvert up on the West end of SR 303 this month.
7. The Service Department would like to put in a pipe up on the East end of SR 303 by the Players' Barn.
8. The cost of the SR 303 West end job is \$135 and the cost for the SR 303 East end job is \$374.25. By ordering the materials together they vendor will waive a \$50.00 delivery fee, the fee is charged on orders under \$500.00. The home will be reimbursing the Village for the work at SR 303 West end.

Ms. Holody asked if 3 quotes had been obtained. The Solicitor stated that normally that would be the process, this quote was obtained prior to the policy being in effect. Going forward it is necessary to get 3 verbal quotes on purchases over \$500 up to \$2500. If it is not practical to obtain 3 quotes, then an explanation is necessary.

Council discussed installing the two pipes.

**MOTION: TO PURCHASE PIPE FROM DISCOUNT DRAIN IN THE AMOUNT OF \$509.25.**

Moved by Mr. Matusz, seconded by Ms. Schneider.

Call for discussion made by Solicitor Bryan: No response.

Votes were: Mary Booth, aye; Dee Holody, aye; Carol Kramer, aye; Michael Matusz, aye; Daniel Schneider, aye; Pamela Schneider, aye. **Motion passed unanimously.** (Motion 127 -2016)

Mrs. Kramer stated that when she discussed the Village equipment with Mr. Halko and Mr. Morehouse several months ago, there was a concern that the tires were unsafe. She asked Mr. Matusz if he would bring a tire tread reading to the next Council meeting in order for Council to make a better decision on whether the tires should be replaced.

9. Fill dirt and concrete loads continue to be delivered at the washout on Riverview Road.
10. Mr. Halko has requested depth repair quotes for Stine and Riverview Roads. There is approximately \$50,000 in the 2016 budget for road repair.
11. The flail for the new tractor has not been received. Payment has been authorized, but will be held until delivery.

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12. The new tires are on the leaf sucker.

Mr. Schneider reported that the culvert on the corner of Stine and Riverview is backed up. Mr. Matusz and Mr. Schneider will look at it.

Mr. Matusz announced that he needed to leave the meeting to go to work. Mr. Matusz asked if Council was going to wait on voting on Resolution 16-2016 (Police Radios). Council agreed to vote next month. Mr. Matusz stated for the record that he is for Ordinance 7-2016 (Building Code-Unsafe Buildings).

**Planning Commission**

Nothing.

**Wastewater RFQ Evaluation Committee Advisory Committee – Dee Holody**

Ms. Holody stated that the WW RFQ Evaluation Committee has two tasks at hand, the first is Vendor Evaluation and the second is Funding for the Preliminary Engineering Report. She asked the Solicitor to report on the first. The Solicitor stated he, Bill Clifton and Mike Kaplan conducted a site visit on August 2, 2016 with the 3 final engineering firms. First half of the tour, they walked the downtown, 2<sup>nd</sup> half of the tour, they went in a van looking at the further regions. The next step is to conduct interviews. Tentative date for interviews is Tuesday, August 23, 2016.

Ms. Holody reported that once the engineering firm is selected, the next step is to look at the scope of the PER and then negotiate the price. The estimate is in the \$50,000 – \$75,000 range. The Committee has begun to meet with and ask for funding from the principle stakeholders in town. The Committee is asking them for two things a contribution for the PER and a letter to the County asking them to match their PER contribution. To date the committee has confirmed \$17,000 and the Stakeholders have agreed to submit a letter to the County asking them to match their donation, perhaps through an economic development fund. The hope is to receive \$30,000 in donations plus the County match. Ms. Holody stated that the Village will still need to participate in funding the study.

Mrs. Kramer asked what the Village's contribution would be and Ms. Holody replied that it is hard to say at this time, but if the Village received \$20,000 in contributions and the County matched the funds by \$20,000, then the Village should be willing to also contribute \$20,000. Mrs. Kramer asked if Ms. Holody thought it would happen by the end of the current Fiscal Year, Ms. Holody replied that she hoped it could be done by the end of 2016.

The Solicitor mentioned that there are also low interest loans available. Ms. Holody reported that she received an email from Marie Underwood, of the Regional EPA regarding the "Water Pollution Control Loan Fund", which comes through the EPA's Division of Financial Assistance. The engineering firms also mentioned this fund to the Solicitor. They offer low interest loans with 0-3% interest. They require that you nominate your project. Ms. Holody stated that if the Village might start engineering designs next year, then we need to get on the WPCLF EPA assistance list. There is no obligation in the future to apply for funding. Ms. Holody asked Council for permission to submit an EPA WPCLF project nomination form.

**MOTION: FOR BRAD BRYAN AND DEE HOLODY TO COMPLETE THE WPCLF PROJECT NOMINATION, AND DIRECTING THE MAYOR TO EXECUTE THE SUBMITTAL NO LATER THAN AUGUST 31, 2016 IN ORDER TO BE REGISTERED TO APPLY FOR FINANCIAL ASSISTANCE IN 2017.**

Moved by Ms. Schneider, seconded by Ms. Booth.

Call for discussion made by Solicitor Bryan: No response.

Votes were: Mary Booth, aye; Dee Holody, aye; Carol Kramer, aye; Michael Matusz, absent; Daniel Schneider, aye; Pamela Schneider, aye. **Motion passed with 5 votes.** (Motion 128 -2016)

**Long Range Plan Committee – Carol Kramer**

Mrs. Kramer reported that the second LRP meeting is scheduled for Wednesday, August 10, 2016 at 6:00 p.m.

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**Woodridge Intermediate School Committee – Mayor Mayer**

The Mayor announced that the WIS Committee held the first meeting tonight at 6:00 p.m. just before the Council meeting. The Committee discussed the mission to set forward with the school.

Ms. Holody reported on the following:

1. She met the Village Engineer, Charles Uray for lunch and observed traffic parking on SR 303. Mr. Uray's was concerned with the speed of traffic and congestion. Therefore, Ms. Holody recommended holding off on the angel parking at this time.
2. Ms. Holody mentioned her concern with the trucks going through the Village and what could be done. Mr. Uray spoke with ODOT, who told him that they could put signage north and south of Peninsula on I-271 with a suggested truck route as well as on Route 8.
3. Ms. Holody presented some ideas for bicycle signage to promote sharing the roads with the bicyclist in the Village.
4. Ms. Holody presented information on a new idea, a raised crosswalk called a Speed Table, which is used for traffic calming. Ms. Holody's suggestion would be to put one at each light in the Village. Ms. Schneider asked if the state would pay for the crosswalk. Ms. Holody replied that the Village would need to raise the money or apply for a grant.

Council discussed and it was agreed that Ms. Booth will join Ms. Holody in meeting with ODOT to learn more on what can be done to slow traffic on Rt. 303.

**ZONING:**

Mayor Mayer stated that new zoning books have been printed. Ms. Holody asked if the open seat had been filled. The Mayor replied that it had not. Ms. Booth stated that a resident had brought to her attention a shed constructed on Rt. 303 that appears to have a roofline higher than what is allowed. Zoning Inspector, Kevin Kramer replied that the paperwork submitted was compliant. Mr. Kramer will review the paperwork and visit the building site.

**BOARD OF ZONING APPEALS:**

Nothing.

**BUILDING AND GROUNDS – MARY BOOTH:**

Ms. Booth reported the following:

1. Installing a phone in the Police Lobby, that would call dispatch, for when people come in to the Police Station, and there isn't an Officer in the building, one will be dispatched there.
2. Painting the rest of the yellow street markers.  
Council discussed whether a volunteer could paint them. Ms. Booth will prepare a release form that the volunteer must sign.
3. The Fiscal Officer requested cleaning the carpet in the Fiscal office. The Mayor stated that the people who live in the home where the culvert repair is being done own a carpet cleaning company. Mr. Stiegel will contact them for a quote.
4. Village Hall cleaning. Council agreed to try to hire someone local. The ad did not run in YCN. Ms. Workman will post a flyer and repost information on the Village Facebook page.
5. The gutters are overflowing. Ms. Booth will contact a company to come out.

**CHAMBER OF COMMERCE & ECONOMIC DEVELOPMENT – DEE HOLODY:**

Ms. Holody reported on the following:

1. She met with Chris Weigand, who would like to coordinate an economic forum in September to bring the businesses together to talk about how to stimulate more business in the Village.

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2. Updates from General Die Casters. Currently the Peninsula facility employs 80, which is down from a high point of 150, for 3 shifts. They will be moving 2 more casting machines and all the ancillary equipment in the 3<sup>rd</sup> quarter of 2016. The workforce will follow the equipment. Staffing estimates will be down to 40 by end of year. This is the best case scenario. The 1<sup>st</sup> quarter payroll of 2016 was approximately \$920,000. The 2<sup>nd</sup> quarter was \$580,000. The 3<sup>rd</sup> quarter estimate is \$500,000. By the 4<sup>th</sup> quarter estimate is \$250,000. They have taken the high end equipment to Twinsburg and with that goes the higher paid employees.

Council discussed.

**POLICIES & PROCEDURES – CAROL KRAMER:**

Nothing to report.

**FIRE BOARD:**

Mr. Schneider reported that the Board is preparing the renewal levy for capital improvements for the Ballot.

**CEMETERY BOARD:**

Mr. Schneider reported that an error was made at the Boston Township Cemetery, a grave was put in the wrong place, but has been corrected.

**JEDD BOARD:**

Mr. Schneider asked the Fiscal Officer if he could provide a monthly report like the one he provides to Boston Township monthly. Mr. Stiegel replied that he would start providing the report to Council next month.

**LEGISLATION:**

*First Readings:*

*Second Readings:*

**RESOLUTION 16-2016**

AN EMERGENCY RESOLUTION AUTHORIZING THE MAYOR AND FISCAL OFFICER TO PURCHASE UPGRADED RADIOS FOR THE POLICE DEPARTMENT FROM B&C COMMUNICATIONS.

The Solicitor stated that Council has decided not to take action, the Resolution will move to third reading in September.

*Third Readings:*

**ORDINANCE 7-2016**

AN EMERGENCY ORDINANCE REPEALING SECTION 1301.07 AND ENACTING CHAPTER 1311 OF THE BUILDING CODE RELATING TO UNSAFE AND DANGEROUS BUILDINGS

The Solicitor stated that he had revised the Ordinance as requested by Council.

**MOTION:** TO APPROVE THE AMENDMENT TO ORDINANCE 7-2016.

Moved by Mr. Schneider, seconded by Ms. Schneider.

Call for discussion made by Solicitor Bryan: Nothing.

Votes were: Mary Booth, aye; Dee Holody, aye; Carol Kramer, aye; Michael Matusz, absent; Daniel Schneider, aye; Pamela Schneider, aye. **Motion passed with 5 votes.** (Motion 129 -2016)

**MOTION:** TO ADOPT ORDINANCE 7-2016.

Moved by Ms. Schneider, seconded by Mr. Schneider.

Call for discussion made by Solicitor Bryan: Nothing.

Votes were: Mary Booth, aye; Dee Holody, aye; Carol Kramer, aye; Michael Matusz, absent; Daniel Schneider, aye; Pamela Schneider, aye. **Motion passed with 5 votes.** (Motion 130 -2016)

*Tabled:*

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**OLD BUSINESS:**

Ms. Holody reported that when she last met with Mr. Davis, Woodridge School District Superintendent, he mentioned that nothing had been down with regards to forming a joint collaboration agreement to work together for the future use of the WIS. Ms. Holody made the following motion:

**MOTION:** THAT COUNCIL APPROVES THE CONCEPT OF A JOINT COLLABORATIVE RESOLUTION AND DIRECTS SOLICITOR BRYAN TO CONTACT AND MEET WITH THE SUPERINTENDENT AND THE SCHOOL DISTRICT LEGAL COUNSEL TO DRAFT SUCH RESOLUTION FOR COUNCIL'S CONSIDERATION

Moved by Ms. Holody, seconded by Ms. Schneider.

Call for discussion made by Solicitor Bryan: Ms. Holody suggested drafting the resolution to get the ball rolling.

Votes were: Mary Booth, aye; Dee Holody, aye; Carol Kramer, aye; Michael Matusz, absent; Daniel Schneider, aye; Pamela Schneider, aye. **Motion passed with 5 votes.** (Motion 131 -2016)

Council held a lengthy discussion regarding the notice received from the EPA regarding the Winking Lizard's request for a permit category change. The Winking Lizard currently holds a Class A permit and have requested a change to a Class 1 permit. The permit is based on how many gallons of flow per day you have.

Class A: under 25,000 gallons/day - required to have an operator onsite 2 days a week-1 hour/week

Class 1: over 25,000, but under 50,000 - required to have an operator onsite 3 days/week-1.5 hours/week

The EPA approved the request. Council had concerns due to recent system overflows. Council missed the deadline to request a public hearing. Council agreed to have the Solicitor follow up.

**NEW BUSINESS:**

Nothing.


**ADJOURNMENT**

**MOTION:** TO ADJOURN, AT 9:21 p.m.

Moved by Ms. Schneider, seconded by Mr. Schneider.

Votes were: Mary Booth, aye; Dee Holody, aye; Carol Kramer, aye; Michael Matusz, absent; Daniel Schneider, aye; Pamela Schneider, aye. **Motion passed with 5 votes.** (Motion 132 -2016)

Respectfully submitted:

  
\_\_\_\_\_  
Douglas G. Mayer, Mayor                      Date      8/26/2016

  
\_\_\_\_\_  
John D. Stiegel, Fiscal Officer              Date      9/23/16

The Village of Peninsula's next regular meeting of Council will be held September 12, 2016 at the Village Hall within Council chambers. Council Chambers are on the second floor of the Village Hall, 1582 Main Street, Peninsula, Ohio, 44264. (Corner of Akron-Peninsula Road and State Route 303)

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