

**Record of Proceedings
Village of Peninsula Council
REGULAR SESSION**

Held: July 10, 2017

Page 1 of 6

CALL TO ORDER: The Village of Peninsula Council convened from 7:03 p.m. to 9:03 pm. in the Peninsula Village Hall. Mayor Douglas Mayer called the meeting to order and initiated the roll call, followed by the Pledge of Allegiance. The following members and visitors were present.

COUNCIL MEMBERS:

Michael Matusz	PRESENT	Douglas Mayor, Mayor	PRESENT
Mary Booth	PRESENT	Pamela Schneider	EXCUSED
Carol Kramer	PRESENT	Daniel Schneider	PRESENT
Diane Holody	PRESENT		

OTHERS PRESENT:

Fiscal Officer John Stiegel, Police Chief Joe Varga, Solicitor Brad Bryan, and Jeff Gorman, West Side Leader/Akron.com were also present.

COUNCIL PARTICIPATION:

Nothing to report.

MAYOR'S REPORT:

The Mayor discussed a letter and packet from the Ohio History Connection with an update on the approval of the expansion of the Historic District and historic preservation issues. Enclosed in the packet is a letter stating that if residents do any work on their homes, they need to keep historic preservation concerns in mind. The residents received this letter in October. The District boundaries now go to Stine Rd, Emerson, Dell Road, Boston Run and Deep Lock Quarry, If residents have questions on repairing/improving their homes, they can call the Ohio History Connection. Ms. Booth mentioned speaking with the Planning Commission about creating an Architectural Review Board.

The Mayor stated the Village received approval from Summit County to use permissive license tax money (\$23,800) toward the improvements on Riverview Road. The Village just needs to submit a receipt for the work, and the Village will be reimbursed. Ms. Booth asked if the Village is on schedule, and the Mayor said both projects are at least two weeks' out (the culvert and the chip and seal). They have already done some repairs on the chip and seal. All work is weather dependent, and the Chief of Police will be kept in the loop should roads need to be blocked. The County will also post a closure sign. Mr. Matusz mentioned putting up a message board when roads will be closed.

The garage door to the administration building was damaged by a motorist with a trailer that was turning around in the driveway prior to the holiday. Allstate has been contacted, and they have agreed to issue two checks – one check to cover the cost of the removal of the old door and installation of a temporary door and a second check to Rickenbacher Door for \$1,475 to put in a new door. The doors were taken down and stolen and an air conditioner was stolen. A police report has been filed.

**Record of Proceedings
Village of Peninsula Council
REGULAR SESSION**

Held: July 10, 2017

Page 2 of 6

On July 27, 2017, a payment for last year's clearing contract will be made by the National Park Service (NPS) for \$8,000 to the Village. A new contract has not been received, but the NPS asked that the Village extend the old contract. Ms. Booth asked if we are charging them for the hours the Village mows and the costs related to the use of our equipment. She would like to know how the charges break down. Ms. Booth would like to see a profit made on the Village's part, but it was stated that by law, the Village has to clear the ditches and mow the right of ways. Ms. Booth did not agree that that is something the Village has to do.

The Mayor stated that currently, the County mows ditches and rights of way. Ms. Booth asked if the Village staff mows, should the residents be charged for that. Ms. Booth then asked Mr. Bryan if the Village is required to mow and clear debris in the ditches by their homes. Mr. Bryan stated that property owners can be held responsible for keeping the grass mowed and the property clear of debris in the right of way areas in front of their properties if the Village wants to do so.

Mary Booth and Mike Matusz would like to know how the maintenance crew's hours are being used. The maintenance crew currently submits very general reports of what they do to Council. Apparently, this information is put on the crew's timesheets but not on the general reports given to Council. An audit will be done by the next Council meeting as to how the Maintenance crew is spending their time by Mike Matusz. In particular, the Council is interested in how much time is spent mowing park property.

Ms. Booth asked what the policy on ditches being cleared of trees is. Who is responsible for trees that fall both on the owner's land and the road? The maintenance department has been clearing the road, but what about the owner's property? It was asked if the newsletter and the web page could ask citizens to be more mindful of keeping their ditches clean, and if they are unable to, to call the Village and ask for help in clearing them. Ms. Kramer would like the Village to keep the ditches clear, since it has all the appropriate equipment and knows how to be safe on well-traveled roads. Ms. Booth will review the issue and draft a notice to residents regarding keeping their grounds clear of debris to be approved by Council.

The Mayor has tried to contact Lebanon Ford to find out when the new truck will arrive, but no word has been forthcoming from Lebanon.

Marty Kuboff, the Mayor's Administrative Assistant, has been working for the Village for 90 days but the addition of a pay scale for the Part-Time Administrative Assistant position has not been approved. The Mayor would like to know what the next step should be.

Mr. Bryan suggested having a work session to go over the pay scales and make sure all of the pay rates appear in one document and they are as Council wants them to be. The Mayor will be included in the work session to go over the Part-Time Administrative Assistant pay scale, since Mr. Kuboff was simply hired at a flat rate of \$12.50/hr. (His current salary was confirmed in Resolution 052017). The work session will be held 7/24 at 6:00pm. The next step for Mr. Kuboff's employment is to have the Mayor conduct a performance review, with copies signed by the Mayor and the employee.

MOTION: TO ACCEPT the MAY 8 REGULAR COUNCIL MEETING MINUTES

MOTION made by Mr. Schneider; seconded by Ms. Holody.

Ms. Kramer requested an amendment on page 2, should be "County" Engineer's Office. Amendment on page 5 – the 'a' should be 'e' in "cemetery". Page 4 – Mr. Mazur to follow up on questions and look into options for market analysis. Village "core team" should be capitalized under "Wastewater". DIFFA should be DEFA. Also, the Mayor will speak to the business that violates the sandwich board ordinance.

MOTION to make the corrections made by Ms. Holody; seconded by Ms. Booth.
Votes were: Matusz, abstain; Booth, aye; Kramer, aye; Holody, aye; D. Schneider, aye.

**Record of Proceedings
Village of Peninsula Council
REGULAR SESSION**

Held: July 10, 2017

Page 3 of 6

MOTION: TO AMEND JUNE 12 REGULAR MEETING MINUTES AS REQUESTED

MOTION made by Mr. Schneider; seconded by Ms. Holody.

Votes were: Matusz, abstain; Booth, aye; Kramer, aye; D. Holody, aye; D. Schneider, aye.

POLICE DEPARTMENT:

RESOLUTION 14-2017: AN EMERGENCY RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO A DISPATCH SERVICE AGREEMENT WITH THE VILLAGE OF RICHFIELD.

MOTION TO SUSPEND THREE READING RULE made by: D. Holody; seconded by D. Schneider.

Votes were: Matusz, aye; Booth, aye; Kramer, aye; Holody, aye; D Schneider, aye.

MOTION TO PASS made by: D. Holody; seconded by D. Schneider.

Votes were: Matusz, aye; Booth, aye; Kramer, aye; Holody, aye; D. Schneider, aye.

ROADS AND PUBLIC WORKS:

Mr. Matusz reported there are no equipment breakdowns, and the workers are settling into a schedule. Mr. Matusz is working with Alan Halko on the Tues – Thursday schedule with two people coming in on Mondays. Mr. Halko asked if something happens in the evenings or on the weekends, would he be able to call Dave Morehouse or Doug Aspinwall to take care of that problem and would they get paid and not have it come out of their 24 hours per week? The Mayor, Solicitor and Council agreed as long as they are coming in for an emergency they could still work their regular hours. They would not get time and a half for coming in for the emergency unless they exceed forty hours of work during the week, which should not happen.

A quote for repairing Stine Road was passed out at the meeting. (This quote is for the Peninsula side only. For brining, shaving and stabilizing, and asphaltting Stine Road, the cost is \$253,000.) Mr. Halko is looking at different quotes, and it will probably be next year before Council makes a decision. Repairing Stine Road will make it a 20-year road per Mayor Mayer. The road needs to be surveyed, and if the whole road is done, the Village would need to talk with Boston Township. It might be worthwhile to look at grant money or matching money. Possibly, it would be necessary to add 1 policeman for 1 shift just dedicated to traffic control for this project when it becomes needed, which could include Peninsula and Boston Township as soon as this is scheduled a couple weeks ahead of time. Mr. Schneider is concerned that if it rains, the policeman needs to get paid even if the road construction does not happen due to the rain.

Per Mr. Matusz, we did receive a letter from the Army Corps of Engineers regarding the washout on Akron-Peninsula Road. They received a picture from some kayakers regarding concrete by the Golf Course. The river is eroding into the bank and the dirt is now washed out in front of the rebar/concrete put in by the Village to support the bank.

Ms. Booth had a question about Mr. Halko's paperwork sent to Council regarding how he spends his time for the week. She stated for a one-week period, the paperwork was blank. This brush chipping project was not listed for proposed projects and last week, Mr. Halko stated he brush chipped all day. Ms. Booth wanted to know if that work involved more than just him and how many hours did it take him/them. Mr. Matusz stated that was good feedback, and he will go back to discuss those issues with Mr. Halko.

**Record of Proceedings
Village of Peninsula Council
REGULAR SESSION**

Held: July 10, 2017

Page 5 of 6

LONG RANGE PLAN COMMITTEE:

Chris Weigand has a Survey Monkey out to the Chamber of Commerce members, and he has compiled the surveys of the residents. The Committee members will discuss issues with key Village stakeholders by Labor Day. Each Committee member will talk with one stakeholder and then pull something together after that based on what changes need to be made. The Committee will be interfacing with Woodridge Intermediate School because the long-range plan is very much affected by the future of the school. The Woodridge Committee will meet with the LRP Committee at the next LRP meeting.

WIS COMMITTEE: Nothing to report.

WASTEWATER PER: Report previously provided in connection with the Planning Commission Report.

ZONING: Nothing to report.

BOARD OF ZONING APPEALS: No business to report.

BUILDING AND GROUNDS: No report.

CHAMBER OF COMMERCE & ECONOMIC DEVELOPMENT: No report.

POLICIES AND PROCEDURES:

Ms. Kramer reported that she, the Mayor, and Mr. Bryan will be meeting with Mr. Kuboff this Thursday to go over some of the policies they are working on. She will have updates on policies and procedures available for the next Council Meeting.

FIRE BOARD: Mr. Schneider noted that on August 26, 2017, the Fire Department will be having a steak fry. Mr. Schneider is working on getting together all the pricing on that event. There will be a renewal levy on the November ballot for the Fire Department.

CEMETERY BOARD: The cemetery is looking good. Mr. Schneider asked why the Mayor gave an interview to the paper related to the cemetery. He stated the cemetery has enough problems without getting additional publicity. The Mayor stated he stopped an interview that was going on between Bob Dyer and Officer Westfall regarding the cemetery. Officer Westfall was not authorized to speak to the press on the Village's behalf. The Mayor stated he then had to answer a few questions for the reporter. The interview was not his idea, and he only answered a couple of questions after he cut off the interview with Officer Westfall.

JEDD:

The Village received a refund of \$2,482 to be split 70/30 between the Township and the Village, with the Township getting 70% and the Village getting 30%. Mr. Stiegel explained the refund is the annual refund due from RITA each year based upon the RITA administrative cost savings amount for the prior year.

LEGISLATION:

10-1017 **Second Reading.**

AN EMERGENCY ORDINANCE AMENDING THE EMPLOYEE HANDBOOK AND CERTAIN CODIFIED ORDINANCE SECTIONS INCORPORATED THEREIN.

Mr. Bryan will be meeting with Marty Kuboff and Mrs. Kramer on Thursday to discuss 10-2017 and hopefully, by next Council meeting, this legislation will be ready for vote.

**Record of Proceedings
Village of Peninsula Council
REGULAR SESSION**

Held: July 10, 2017

Page 4 of 6

Mr. Matusz has been talking to Mr. Halko about the culverts and chip and seals.

The Mayor stated Doug Aspinwall is having health issues now and the Service Department workforce is currently limited to just Dave Morehouse and Alan Halko at 24 hours each week. The Mayor would like to have more hours authorized for each employee until Doug Aspinwall can come back to work. . Matusz stated Mr. Halko is working 30-31 hours already. Can Council authorize Dave to work more hours?

MOTION: TO PERMIT DAVE MOREHOUSE TO WORK UP TO 32 HOURS A WEEK AS NEEDED, WHILE DOUG ASPENWALL IS OUT; BUT HAVE HIM GO BACK DOWN TO 24 HOURS A WEEK WHEN DOUG ASPINWALL IS BACK.

MOTION made by: Mr. Matusz; seconded by Mr. Schneider.

Votes were: Matusz, aye; Booth, aye; Kramer, aye; Holody, aye; D. Schneider, aye.

PLANNING:

At the Planning Meeting of June 22, 2017, Council invited Stantec to attend and give a briefing on the treatment systems they currently have been reviewing. There were some very good questions from the Planning Commission and Council members and some members of the public. Regarding the Stantec PER, the Core Team is reaching out to Senators Brown and Portman to look at non-traditional funding streams for wastewater outside of the EPA and Water Department authority.

On June 22, the Core Team met with Senator Brown's office and on the 23th, Ms. Holody conferenced with Senator Portman's DC office to describe the history of the Village, the particular unique circumstances that the Village is in, and some of the challenges the Village faces with wastewater. The Planning Commission will continue to follow up on those conversations. Senator Portman's office introduced us to some new funding streams. These options would not be a lot of money, but they will be looked at. The question was asked to Ms. Holody whether they reached out to the County. She advised that Stantec met with the County, and the County is being kept in the loop.

By July 14, 2017, Stantec should have more refined numbers on the costs of the different types of collection and treatment systems. Out of that meeting, the Core Team would like to narrow things down to the best three or four options for the Village to look at. One option is to connect to an existing system like the NEORSD or the County. Other options involve the Village having its own system for treatment and collection. The Committee and Stantec will have another meeting with the EPA to discuss costs in late July or early August.

Future meetings will also include a public briefing for the residents and the community to discuss how these different wastewater treatment options would affect the community.

The last meeting will be a briefing with the commercial and institutional stakeholders in late August or early September. Ms. Holody stated the project is within its budget by that Stantec might need additional time to complete the project.

MOTION: TO PERMIT STANTEC UNTIL THE END OF SEPTEMBER TO COMPLETE THE FINAL ENGINEERING REPORT. (ORIGINALLY, THEY WERE SUPPOSED TO BE DONE BY THE END OF JUNE.)

MOTION TO PASS made by: D. Holody; seconded by Mr. Matusz.

Votes were: Matusz, aye; Booth, aye; Kramer, aye; D. Schneider, aye, D. Holody, aye.

**Record of Proceedings
Village of Peninsula Council
REGULAR SESSION**

Held: July 10, 2017

Page 6 of 6

14-2017 **First Reading.**

AN EMERGENCY RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO A DISPATCH SERVICE AGREEMENT WITH THE VILLAGE OF RICHFIELD.

Mr. Bryan stated this legislation was already adopted earlier in the meeting.

15-2017 **First Reading.**

AN EMERGENCY RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO THE 2017-2018 SUMMIT COUNTY INTERGOVERNMENTAL MEMORANDUM OF UNDERSTANDING FOR JOB CREATION AND RETENTION AND TAX REVENUE SHARING.

Mr. Bryan stated the Village is required to enter into this agreement if it expects to get revenue sharing once the school closes. He stated it is on first reading, and there is no deadline. It does not need to be passed this evening if Council needs more time to review the agreement.

MOTION TO SUSPEND THE THREE READING RULE.

MOTION made by Ms. Booth, seconded by Ms. Holody.

Votes were Matusz, aye; Booth, aye, Kramer, aye; Holody, aye; D. Schneider, aye.

MOTION to pass by Mr. Schneider, seconded by Ms. Holody.

Votes were Matusz, aye, Booth, aye; Kramer, aye; Holody, aye; D. Schneider, aye.

OLD BUSINESS – None.

NEW BUSINESS – None

EXECUTIVE SESSION – None

MOTION TO ADJOURN.

MOTION made by Mr. Schneider, seconded by Mr. Matusz.

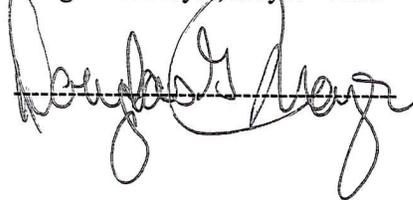
All in favor – yes

All opposed – none.

Meeting adjourned at 9:08pm.

Respectfully submitted:

Douglas G. Mayer, Mayor Date



John D. Stiegel, Fiscal Officer Date

 2/23/17