

RECORD OF PROCEEDINGS
Village of Peninsula Council
REGULAR SESSION
~~DRAFT~~

Held: February 13, 2017

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CALL TO ORDER: The Village of Peninsula Council convened from 7:00 p.m. to ??? p.m. 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:

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

OTHERS PRESENT:

John Stiegel, Brad Bryan, Bob Horvath, Doug Anderson, Alan Halko, Chief Varga, Ralph Reinhart, Jr., Reinhart family members

RESOLUTION:

Resolution to recognize Ralph Reinhart, Jr., for his exceptional contributions to the community, with a Lifetime Achievement Award. The council and community thanked Mr. Reinhart for his service in the Naval Reserves, and as a Boy Scout Troop Leader, Woodridge School Board Member, Peninsula Road Commissioner and lifelong engagement in civic manners.

The Solicitor called for the resolution to be added to the agenda.

MOTION: TO ADD RESOLUTION 05-2017 TO THE AGENDA.

Moved by Dee Holody, seconded by Pamela Schneider.

Call for the vote made by Solicitor.

Votes were: Michael Matusz, aye; Mary Booth, aye; Carol Kramer, aye; Dee Holody, aye; Pamela Schneider, aye; Daniel Schneider, aye. **Motion passed unanimously.** (Resolution 05-2017)

The Solicitor called to suspend the free reading rule.

MOTION: TO SUSPEND THE FREE READING RULE ON MOTION 05-2017.

Moved by Pam Schneider, seconded by Dan Schneider.

Call for the vote made by Solicitor.

Votes were: Michael Matusz, aye; Mary Booth, aye; Carol Kramer, aye; Dee Holody, aye; Pamela Schneider, aye; Daniel Schneider, aye. **Motion passed unanimously.** (Motion 1-2017)

The Solicitor called for a motion of adoption.

MOTION: TO ADOPT RESOLUTION 05-2017.

Moved by Dan Schneider, seconded by Mary Booth.

Call for discussion or comment made by Solicitor Bryan: No response.

Votes were: Michael Matusz, aye; Mary Booth, aye; Carol Kramer, aye; Dee Holody, aye; Pamela Schneider, aye; Daniel Schneider, aye. **Motion passed unanimously.** (Motion 2-2017)

CITIZEN PARTICIPATION:

Bob Horvath aired several grievances.

- He is insulted and embarrassed that council voted to remove the camera from the room, and that DVDs copies of the meeting are no longer available.
- He voiced his concerns about the growth of the junkyard on Stein Road.
- He said that he's upset that the Zoning Law was passed, but that the headquarters in residential neighborhood

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COUNCIL PARTICIPATION:

Mr. Schneider responded to Bob Horvath's comments, by pointing out some of the things Horvath has done, that has wasted taxpayer money.

MAYOR'S REPORTS

The Mayor stated that he has accepted the resignation of Elizabeth Workman, and asked council if the Administrative Assistant position should be filled with a part-time or full-time employee? There was discussion about making the position part-time, so that the Village is not paying \$2000 for insurance. The board then focused on:

- What hours the person needs to work
- Adjusting the hours to cover night meetings
- The pay rate, and how it is adjusted over time
- The possibility of asking the new employee to pay for part of the premium for family coverage
- Changing the job description to include:
 - Schedules meetings for the Mayor and other officials as necessary
 - Maintains the Mayor's calendar
 - Performs typing for Mayor and other officials as necessary
 - Responsible for records retention, at the direction of the Fiscal Officer
 - Update Employee Handbook and Zoning Book, when changes are made by council
 - Submit ordinance amendments to village publishing company as directed by Fiscal Officer
 - Reports to the Mayor and Fiscal Officer

The Solicitor called for a motion to amend the listed job duties of the Administrative Assistant.

MOTION: TO AMEND THE ADMINISTRATIVE ASSISTANT JOB DESCRIPTION AS DISCUSSED

Moved by Diane Holody, seconded by Pam Schneider

Votes were: Michael Matusz, aye; Mary Booth, aye; Carol Kramer, aye; Dee Holody, aye; Pamela Schneider, aye; Daniel Schneider, aye. **Motion passed unanimously.** (Motion 3-2017)

Discussion continued with the decision to tell those who have applied about the change to part-time, the hours and the pay, and choose finalists from those who are still interested. Mayor and Fiscal Officer will do the interviews, and council members are welcome to sit in on the interviews. Then a special meeting will be called for the council to approve the hire. Council would appreciate an update of when the finalists have been chosen, and when the interviews will begin. Council doesn't want to wait to post it in the newspaper, because that will delay the process.

The discussion then turned back to paying insurance, and how much it would cost to pay the premium for an employee with a family. Whatever is done, all employees must be treated the same. Council also discussed the possibility of looking at a different company. Council also considered asking the new employee to pay for part of the premium for the family. Then the discussion came back to making the position part-time, and raising the hourly rate in order to compensate for not covering health insurance.

The Solicitor called for a motion to authorize the Fiscal Officer to advertise the Administrative Assistant position as part-time, 29 hours a week, with a rate of \$15/hour.

MOTION: TO AUTHORIZE THE FISCAL OFFICER TO ADVERTISE THE ADMINISTRATIVE ASSISTANT POSITION AS PART-TIME, 29 HOURS A WEEK, AT THE RATE OF \$15/HOUR
Moved by Diane Holody, seconded by Mary Booth

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Call for discussion or comment made by Solicitor Bryan: No response.

Votes were: Michael Matusz, aye; Mary Booth, aye; Carol Kramer, aye; Dee Holody, aye; Pamela Schneider, aye; Daniel Schneider, aye. **Motion passed unanimously.** (Motion 4-2017)

Mr. Matusz would like to have further discussion on straightening out the pay scale. John will contact current applicants about the change from full-time to part-time, and what the hours and pay will be. Applicants will have until Monday, at noon, to say whether they are still interested.

Priscilla Allaman has retired. A party for her will be held on February 25, 2017, at the Winking Lizard. Ryan Kellackey resigned on February 6, 2017. Timothy Alyss was sworn in on February 1, 2017.

SOLICITOR'S REPORT:

The Solicitor will request that Council go into Executive Session at the end of the meeting to discuss a proposed settlement of a pending litigation matter, and also to discuss a threatened litigation matter.

FISCAL OFFICER'S REPORT:

The Fiscal Officer asked for a motion to approve the minutes of the January 9, 2017 Regular Meeting.

MOTION: TO APPROVE THE MINUTES OF JANUARY 9, 2017 REGULAR MEETING.

Moved by Ms. Holody, seconded by Ms. Schneider. **The vote was not called.**

Call for discussion made by Solicitor Bryan: The Solicitor asked Council if they had any changes. Kevin Kramer should be listed under "Others Present."

MOTION: TO AMEND THE MINUTES AS STATED BY MRS. KRAMER.

Moved by Carol Kramer, seconded by Pam Schneider

Votes were: Michael Matusz, aye; Mary Booth, aye; Carol Kramer, aye; Dee Holody, aye; Pamela Schneider, aye; Daniel Schneider, aye. **Motion passed unanimously.** (Motion 5-2017)

MOTION: TO APPROVE THE MINUTES AS AMENDED.

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

Votes were: Michael Matusz, aye; Mary Booth, aye; Carol Kramer, aye; Dee Holody, aye; Pamela Schneider, aye; Daniel Schneider, aye. **Minutes are approved.** (Motion 6-2017)

MOTION: TO APPROVE THE FINANCIAL REPORTS

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

Call for questions made by Solicitor Bryan: No response.

Votes were: Michael Matusz, aye; Mary Booth, aye; Carol Kramer, aye; Dee Holody, aye; Pamela Schneider, aye; Daniel Schneider, aye. **Financial Reports are approved.** (Motion 7-2017)

FINANCE – PAM SCHNEIDER:

MOTION: TO ACKNOWLEDGE THE FINANCIAL REPORTS.

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

Call for discussion made by Solicitor Bryan: No response.

Votes were: Michael Matusz, aye; Mary Booth, aye; Carol Kramer, aye; Dee Holody, aye; Pamela Schneider, aye; Daniel Schneider, aye. **Motion passed unanimously.** (Motion 8-2017)

Clarification was made on the health insurance payment for Liz.

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MOTION: TO PAY THE BILLS.

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

Call for discussion made by Solicitor Bryan: No Response

Votes were: Michael Matusz, aye; Mary Booth, aye; Carol Kramer, aye; Dee Holody, aye; Pamela Schneider, aye; Daniel Schneider, aye. **Motion passed unanimously.** (Motion 9-2017)

Discussed when to reschedule the Finance Budget Review meeting.

Meeting is scheduled for March 2, 2017, 7:00 p.m.

POLICE DEPARTMENT – DAN SCHNEIDER:

Mr. Schneider presented the bid for a new cruiser, \$25,282.66 in order to replace the 2014, which is the oldest in the fleet. It currently has 93,000 miles on it. It will be out of warranty once it hits 100,000. If the transmission goes out after 100,000, they will have to pay for it. They need to submit the order for the car now, because it takes about four months to fill the order. The cost will be \$19,000, after the trade-in.

MOTION: TO SUBMIT THE ORDER FOR THE NEW CRUISER.

Moved by Mr. Schneider, seconded by Ms. Schneider

Call for discussion made by Solicitor Bryan: Mr. Matusz asked if the vehicle has to be ordered now, and if the money comes out of the general fund? But, the general budget has not been approved. Dan Schneider pointed out that they can pull the order, but the order needs to be submitted because of the expected wait time to fill the order. Chief Varga explained this is part of a regular rotation.

Votes were: Michael Matusz, aye; Mary Booth, aye; Carol Kramer, aye; Dee Holody, aye; Pamela Schneider, aye; Daniel Schneider, aye. **Motion passed unanimously.** (Motion 10-2017)

ROADS AND PUBLIC WORKS – MIKE MATUSZ:

Mr. Matusz called for a motion to approve the clothing allowance for \$300 for Doug.

MOTION: FOR A \$300 CLOTHING ALLOWANCE FOR DOUG

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

Call for discussion made by Solicitor Bryan: No response.

Votes were: Michael Matusz, aye; Mary Booth, aye; Carol Kramer, aye; Dee Holody, aye; Pamela Schneider, aye; Daniel Schneider, aye. **Motion passed unanimously.** (Motion 11-2017)

Service Department

Mr. Matusz asked Alan Halko to explain the emergency work that needs to be done on the bridge. The state is paying to do the work on the bridge, and the village will need to pay for the materials. When the repair is made this time the head pipe will be put under the head stone. They can use the State Road money for the repair. Mayor Mayer said Fisher's parking lot was full of water. Mr. Matusz reported that the State can replace the catch basins. But, that can be considered later. The money will come from emergency authority.

Mr. Halko also laid out the options to have certain roads repaved or repaired. Cost estimates are available for three repair projects. The areas that were reviewed include:

- Riverview
- North Locust St. & Bronson Ave.
- Parts of Church St., Bronson Ave., Emerson St., Ridgeway Ave., Orchard St., S. Canal St., N. Locust St.

Mr. Halko explained the difference in cost and quality between grinding off the top layer, and laying new asphalt versus a chip & seal repair. Council discussed how the state of the roads and the run-off is affecting some homes and

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businesses. There was also discussion on how it is not just a road problem, but a ditch and catch basin problem as well.

The estimates that have been submitted are at a discounted rate, because it is part of a larger project with the county. Mr. Schneider asked if after the project is submitted, can more roads be added to it? But, the deadline on approving this project is Monday night, because the estimates were supposed to be turned in February 6, 2017. According to Mr. Halko, the most critical road is Stein Rd., but repair on the road would cost even more, which is why it is not on the list. One of the problems with the current condition of many of the roads, is the damage done by traffic from tourists. Mr. Halko doesn't know if more roads can be added on later.

The issue will be voted on with other legislation (see Resolution 04-2017).

PLANNING COMMISSION – MIKE MATUSZ:

Mr. Matusz reported that they talked about parking, and upcoming dates for the school. Winter training will be Tuesday, February 21, 2017, at 7:00 p.m., at Woodridge High School.

Long Range Plan Committee – Carol Kramer

Mrs. Kramer couldn't go, but Mary Booth did. Ms. Booth says Chris Whitehead is setting up meetings for community input, on what's important to the community on reworking the Long Range Plan. They want to speak with community members, stake holders, visitors and tourist, on how to improve the visitor experience. Will come back to the Planning Commission to ask for a small budget to put on the meetings.

WW Advisory Committee – Dee Holody

A portion of Peninsula is designated as low and moderate income, and eligible for community block grant which is administered by Summit County. A portion of the village is already designated in that area.

Woodridge Intermediate School Committee – Mayor Mayer

Nothing to report.

ZONING:

Nothing to report.

BOARD OF ZONING APPEALS:

Mayor Mayer says that Charlie Moyer asked if he could be assigned to the old seat for the BCA.

MOTION: FOR CHARLIE MOYER TO BE NAMED TO THE BOARD OF APPEALS

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

Call for discussion made by Solicitor Bryan: No response.

Votes were: Michael Matusz, aye; Mary Booth, aye; Carol Kramer, aye; Dee Holody, aye; Pamela Schneider, aye; Daniel Schneider, aye. **Motion passed unanimously.** (Motion 12-2017)

BUILDING AND GROUNDS – MARY BOOTH:

Nothing to report.

Ms. Kramer asked what it would cost to fix the sign post, because the bottom of it is rotting out.

CHAMBER OF COMMERCE & ECONOMIC DEVELOPMENT – DEE HOLODY:

Ms. Holody reported the next Chamber event is Ramp Up Peninsula on April 29th at Heritage Farms. They're working on budget for advertising, and looking for ways to enlarge ways to bring in more commerce.

POLICIES & PROCEDURES – CAROL KRAMER:

Mrs. Kramer spoke with John about policies and procedures, because the contracts aren't on the agenda well enough in advance. Would like a list of when contracts are due, so the board can have enough time to review them. She would like that list by the next meeting.

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FIRE BOARD:

Mr. Schneider reported that the Board's next meeting is Monday. They have their new ambulance. Pam says they took 11 calls in one day.

CEMETERY BOARD:

Mr. Schneider reported that they need someone to mow. He hasn't seen anyone in three months. They haven't turned in time sheets.

JEDD BOARD:

Mr. Schneider reported that the officers stayed the same. Amy is keeping minutes.

Brad Bryan explained that Park employees did not have 2% of their income withheld, now Rita is working with them to receive payment.

LEGISLATION:

RESOLUTION 01-2017

AN EMERGENCY RESOLUTION ESTABLISHING AN ANNUAL OPERATING BUDGET, SETTING FORTH THE APPROPRIATIONS FOR 2017.

Will not take action on the resolution until after the budget meeting is held.

RESOLUTION 02-2017

AN EMERGENCY RESOLUTION REAPPOINTING BRDRIC T. BRYAN OF GOODWIN & BRYAN, LLP AS THE VILLAGE'S SOLICITOR AND PROSECUTOR FOR A TERM COMMENCING ON APRIL 1, 2017 AND ENDING ON MARCH 31, 2018

MOTION: TO SUSPEND THE 3 READING RULE FOR RESOLUTION 02-2017

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

Call for discussion made by Solicitor Bryan: No response.

Votes were: Michael Matusz, aye; Mary Booth, aye; Carol Kramer, aye; Dee Holody, aye; Pamela Schneider, aye; Daniel Schneider, aye. **Motion passed unanimously.** (Motion 13-2017)

MOTION: TO ADOPT RESOLUTION 02-2017

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

Call for discussion made by Solicitor Bryan: Is it the same terms and same pay? Mr. Bryan responded yes.

Votes were: Michael Matusz, aye; Mary Booth, aye; Carol Kramer, aye; Dee Holody, aye; Pamela Schneider, aye; Daniel Schneider, aye. **Motion passed unanimously.** (Motion 14-2017)

RESOLUTION 03-2017

AN EMERGENCY RESOLUTION APPOINTING PRISCILLA ALLAMAN AS THE VILLAGE'S HEARING EXAMINER FOR THE PARKING VIOLATIONS BUREAU

The Solicitor stated that this is a volunteer position, on an as needed basis. If someone appeals their parking violation, it would go to her. Because she has a law enforcement background, she is eligible.

MOTION: TO SUSPEND THE 3 READING RULE FOR RESOLUTION 03-2017

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

Call for discussion made by Solicitor Bryan: no response.

Votes were: Michael Matusz, aye; Mary Booth, aye; Carol Kramer, aye; Dee Holody, aye; Pamela Schneider, aye; Daniel Schneider, aye. **Motion passed unanimously.** (Motion 15-2017)

MOTION: TO ADOPT RESOLUTION 03-2017

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

Call for discussion made by Solicitor Bryan: no response.

Votes were: Michael Matusz, aye; Mary Booth, aye; Carol Kramer, aye; Dee Holody, aye; Pamela Schneider, aye; Daniel Schneider, aye. **Motion passed unanimously.** (Motion 16-2017)

RESOLUTION 04-2017

AN EMERGENCY RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO A COOPERATIVE AGREEMENT WITH THE COUNTY OF SUMMIT FOR CERTIN ROAD PAVEMENT AND MAINTENANCE WORK THROUGH THE COUNTY 2017 ROAD PAVING AND MAINTENANCE PROGRAM

The Solicitor stated that work to be done is listed in the attached letter from Alan Halko. The amount the council agrees to pay is \$42,998, and is listed in SECTION 1 of the resolution. The amount is not to exceed \$48,000 (10% of the estimated cost).

MOTION: TO AMEND RESOLUTION 04-2017

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

Call for discussion made by Solicitor Bryan: No response.

Votes were: Michael Matusz, aye; Mary Booth, aye; Carol Kramer, aye; Dee Holody, aye; Pamela Schneider, aye; Daniel Schneider, aye. **Motion passed unanimously.** (Motion 17-2017)

MOTION: TO SUSPEND THE 3 READING RULE FOR RESOLUTION 04-2017

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

Call for discussion made by Solicitor Bryan: No response.

Votes were: Michael Matusz, aye; Mary Booth, aye; Carol Kramer, aye; Dee Holody, aye; Pamela Schneider, aye; Daniel Schneider, aye. **Motion passed unanimously.** (Motion 18-2017)

MOTION: TO ADOPT RESOLUTION 02-2017

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

Call for discussion made by Solicitor Bryan: No response.

Votes were: Michael Matusz, aye; Mary Booth, aye; Carol Kramer, aye; Dee Holody, aye; Pamela Schneider, aye; Daniel Schneider, aye. **Motion passed unanimously.** (Motion 19-2017)

OLD BUSINESS:

Sandstone Sidewalk Update: Ms. Holody reported that ODOT Environmental is ordering different colored samples of ADA ramps. They are stamped to make it look like they are sandstone. Would like to put that they are seeking sandstone slabs in the Community News. Would like to use Peninsula standstone to replace the concrete wherever possible.

Ohio Edison dropped a tree on a large slab of sandstone and busted it. Will need to follow up with this.

Mary Booth asked about plans for the new antennae. Solicitor will make calls on this.

NEW BUSINESS:

No New Business

MOTION: TO GO INTO EXECUTIVE SESSION TO DISCUSS THE PENDING LITIGATION MATTER, AT 10:08 P.M.

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

Votes were: Mary Booth, aye; Dee Holody, aye; Carol Kramer, aye; Michael Matusz, aye; Daniel Schneider, aye; Pamela Schneider, aye. **Motion passed unanimously.** (Motion 20-2017)

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MOTION: TO COME OUT OF EXECUTIVE SESSION, AT 10:34 P.M.

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

Votes were: Mary Booth, aye; Carol Kramer, aye; Dee Holody, aye; Pamela Schneider, aye; Daniel Schneider, aye. **Motion passed unanimously.** (Motion 21-2017)

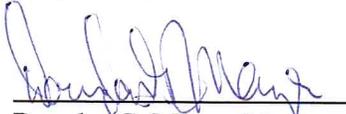
ADJOURNMENT

MOTION: TO ADJOURN, AT 10:35 P.M.

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

Votes were: Mary Booth, aye; Dee Holody, aye; Carol Kramer, aye; Daniel Schneider, aye; Pamela Schneider, aye. **Motion passed unanimously.** (Motion 22-2017)

Respectfully submitted:



Douglas G. Mayer, Mayor

Date



John D. Stiegel, Fiscal Officer

Date

The Village of Peninsula's next regular meeting of Council will be held February 13, 2017 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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