

Poland Village Council
REGULAR SESSION
Tuesday, April 6, 2021

308 South Main Street
Poland, Ohio 44514-2082
(330) 757-2112
www.polandvillage.org

The Council of the Village of Poland Ohio met in REGULAR SESSION at the Poland Village Town Hall, 308 South Main Street, Poland, Ohio 44514-2082 on Tuesday April 6th, 2021 via zoom.

Caucus meeting called to order at 7:00 p.m.

Mr. Moffie is present to speak about electric volt charger station for the Village VIA Ohio EPA grant, and that he will be applying to receive one next year.

Mr. Thompson is present to speak about in person meetings and feels we should return to them, preferably next council meeting, or a combination of in person and zoom.

Mr. Thompson informs council there will be a second reading of the Western Reserve Joint Fire Department Joint resolution.

Mr. Thompson asks for update on short-term vacation rentals and how far along legislation committee is proceeding with any suggestions for council.

Mr. Moffie informs council he will be motioning to authorize the Mayor to enter into a contract with Mahoning County to accept \$50,000 for sidewalk maintenance and repair. Mr. Macejko informs council we cannot use any of the \$50,000 for grants to village residents.

Mr. Lattanzio is present to discuss of the status of the first reading of the sidewalk ordinance. Wants to know status of when we can bring to table for first reading. Mrs. Morgan informs him that the solicitor needs to add some language to make the ordinance more consistent.

Mr. Lattanzio requests update on Historic Preservation Legislation. Mayor informs him, it is still being worked on in ARB.

Mr. Macejko discusses the amended police levy legislation. Needed additional wording added to it for the county.

Mr. Clavin is present to give zoning report. (See attached)

Mr. Beatty is present to give Police and Street report. (See attached)

Mr. Thompson give BLUPR report, and reports that a private donor donated items to be repaired on townhall, such as shutters and bushes. Edison Lighting submitted a contract for lighting of the Village Hall and was the most reasonable; under \$5,000. Reached out to Stepuk Tree Farm to have them grind out the old Christmas tree and place a 16 foot Norway tree where the old tree stood. The cost for this tree would be under \$1,000. Later in the meeting will motion for not to exceed \$1,500 just in case there is something unexpected.

Mr. Walkama is present to report quotes for lighting up Townhall.

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Mr. Canter is present to report his fiscal report. He emailed everyone the bank statements, if we do receive the \$50,000 it has to be its own line item (fund). Mr. Clavin needs to expand his email storage, and also if approved, carry over vacation time up to 90 hours, with approval from council after Mayor submits it.

Mr. Macejko is present to report the real estate acquisition depending on what actions council directs. Reviewing the Dominion easement.

Mayor Timothy Sicafuse called the REGULAR MEETING to order at 7:30 p.m.
Mayor Sicafuse opened the meeting with the Pledge of Allegiance.

Roll Call was taken with the following Members present:

- Mr. Christopher Graff, Member of Council
- Mr. Anthony Lattanzio, Member of Council
- Mr. Samuel Moffie, Member of Council
- Mrs. Martha Morgan, Member of Council
- Mr. Michael Thompson, Member of Council
- Mr. James Walkama, Member of Council
- Mr. Timothy Sicafuse, Mayor

Also present were:

- Mr. Robert Canter, Fiscal Officer
- Atty. Jay Macejko, Solicitor

1. Acceptance of Minutes of Previous Meeting(s)

No motion was made to accept the previous meeting minutes. They will be presented at next meeting.

2. Notification of Upcoming Meetings and Events to the Public and the News Media.

Committees

- Blupr: 05/04/2021 @ 6:45 p.m. Per Zoom meeting or Village Hall
- Finance: 04/19/2021 @ 5:30 p.m. Per Zoom meeting.
- Legislation: 05/04/2021 @ 6:15 p.m. Per Zoom meeting.
- Police: 05/04/2021 @ 6:45p.m. Per Zoom meeting.
- Streets: 04/20/2021 @ 6:30 p.m. Per Zoom meeting.

Boards and Commissions

- Architectural Review Board 05/03/2021 @ 7:00p.m. Per Zoom meeting.
- Planning Commission 04/07/2021 @ 7:00p.m. Per Zoom meeting.
- Board of Zoning Appeals N/A.
- Western Reserve Joint Fire District 04/14/2021 @7:30 p.m. at Station 92
- Poland Municipal Forest Board 04/27/2021 @7:00 p.m. Per Zoom meeting.
- Hine Memorial Fund Board 05/20/2021 @ 7:00 p.m. Per Zoom meeting.

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Council

First and Third Tuesday monthly. Caucus at 7:00 p.m.
Regular Meeting at 7:30 p.m. at Poland Village Town Hall
Next Regular Meeting:
Tuesday April 20th, 2021 at Poland Village Town Hall

3. Report from the Mayor- Timothy Sicafuse

Mr. Sicafuse reported he sent a quote to everyone for paving of Poland Manor from MS Consultants. Mayor sent out two proposals or grants from Envision for trail grants. Informed council Mr. Clavin wants to carry over 72 hours of vacation contract is valid until April 27th to carry forward, for 90 days from 4-27, if approved. April 15th is the deadline to get the application submitted for the trail grant projects.

A motion was made by **Mr. Moffie** and seconded by **Mr. Graff** to accept the mayor report.

Vote: Lattanzio, Moffie, Graff, Walkama, Thompson, Morgan - yeas. Motion moves 6-0.

4. Report from the Fiscal Officer- Robert Canter.

Mr. Canter reported in caucus.

A motion was made by **Mrs. Morgan**, and seconded by **Mr. Moffie** to accept Fiscal Officers report.

Vote: Lattanzio, Moffie, Graff, Walkama, Thompson, Morgan - yeas. Motion moves 6-0.

5. Report from the Zoning Administrator -Timothy Clavin.-

Mr. Clavin reported in caucus.

A motion was made by **Mrs. Morgan** and seconded by **Mr. Moffie** to accept the Zoning Administrator report.

Vote: Lattanzio, Moffie, Graff, Walkama, Thompson, Morgan - yeas. Motion moves 6-0.

6. Report from the solicitor- Jay Macejko

Mr. Macejko is present as delivered in caucus.

A motion was made by **Mr. Moffie** and seconded by **Mrs. Morgan** to accept the solicitor report.

Vote: Lattanzio, Moffie, Graff, Walkama, Morgan - yeas. No- Thompson. Motion moves 5-1.

7. Report from the Chief of Police and Street Commissioner- R.D. Beatty.

Submitted in writing. See Attached.

A motion was made by **Mrs. Morgan** and seconded by **Mr. Moffie** to accept the Chief and Street report.

Vote: Lattanzio, Moffie, Graff, Walkama, Thompson, Morgan - yeas. Motion moves 6-0.

8. Report from Engineer-liaison (ms)- Martha Morgan

Nothing to report currently.

9. Reports from outstanding committees of council.

A.) Finance, Wage, Audit & Insurance Committee- Mrs. Morgan was present to give report, that they met March 22nd. Which than they reviewed budgetary spending, discussed tax revenue income.

A motion was made by **Mr. Moffie** and seconded by **Mr. Graff** to accept the Finance, Wage, Audit & Insurance Committee report.

Vote: Lattanzio, Moffie, Graff, Walkama, Thompson, Morgan - yeas. Motion moves 6-0

B.) Legislation Policy Committee-Mrs. Morgan was present to give report, met April 6 at 6:15pm, Mr. Macejko reviewed with them the sidewalk legislation, also he is working on vacant property legislation, will be reaching out to Ryan from Envision, to see if he will way in on the golf cart legislation (safety issues), and short term rentals are still with Planning.

A motion was made by **Mr. Thompson** and seconded by **Mr. Moffie** to accept the Legislation Policy Committee report.

Vote: Lattanzio, Moffie, Graff, Walkama, Thompson, Morgan - yeas. Motion moves 6-0.

C.) Police & Fire Committee- Nothing to report.

D.) Streets, Sidewalks & Drainage Committee- Mr. Lattanzio reported later on he will motion to refer to planning to begin the process of using the \$50,000 grant from Mahoning County for sidewalks.

A motion was made by **Mrs. Morgan** and seconded by **Mr. Thompson** to accept the Streets, sidewalks & drainage Committee report.

Vote: Lattanzio, Moffie, Graff, Walkama, Thompson, Morgan - yeas. Motion moves 6-0.

E.) Building, Lands, Utilities, Parks & Recreation Committee- As delivered in caucus.

A motion was made by **Mrs. Morgan** and seconded by **Mr. Graff** to accept the Building, Lands, Utilities, Parks & Recreation Committee report.

Vote: Lattanzio, Moffie, Graff, Walkama, Thompson, Morgan - yeas. Motion moves 6-0.

10. Reports from Boards

A. Planning Commission- Talked about in caucus, will be meeting tomorrow, spoke about the proper procedure with the sidewalk, vacant property and exterior maintenance. Possibility of hiring someone to help Mr. Clavin out with zoning.

A motion was made by **Mr. Thompson** and seconded by **Mr. Graff** to accept the Planning Commission report.

Vote: Lattanzio, Moffie, Graff, Walkama, Thompson, Morgan - yeas. Motion moves 6-0.

B. Board of Zoning Appeals- Nothing to report.

C. Architectural Review Board- Mrs. Morgan reports they met last night (4-5-2021) as Mr. Clavin outlined there were three issues presented to the board. (In report, see attached)

A motion was made by **Mr. Thompson** and seconded by **Mr. Walkama** to accept the Architectural Review Board report.

Vote: Lattanzio, Moffie, Graff, Walkama, Thompson, Morgan - yeas. Motion moves 6-0.

D. Forest Board- Mr. Graff reports they met on March 23rd, the garlic mustard pull and stream cleanup is scheduled for this Saturday at 9a.m.-12 p.m. Native Ohio tree saplings have been ordered. Spoke about trail improvements.

A motion was made by **Mr. Thompson** and seconded by **Mr. Moffie** to accept the Forest Board report.

Vote: Lattanzio, Moffie, Graff, Walkama, Thompson, Morgan - yeas. Motion moves 6-0.

E. Hine Memorial Board- Nothing to report.

F. Western Reserve Joint Fire District, Board of Trustees- Nothing to report.

11. Reports from Special Committee.

12. Communications from Poland Village Residents –

13. New Business –

14. Old Business –

15. Motions, Ordinances, and Resolutions –

A motion was made by **Mr. Thompson** and seconded by **Mr. Walkama** to allow the carryover of 72 hours of vacation time for Tim Clavin.

Roll Call Vote: Lattanzio, Thompson, Graff, Moffie, Walkama, Morgan, – yeas. Motion moves 6-0.

A motion was made by **Mr. Thompson** and seconded by **Mrs. Morgan** to authorize the Mayor to enter into agreement with Edison Lighting to provide the lighting design for Village Hall, for a cost not to exceed \$5,000.

Roll Call Vote: Lattanzio, Thompson, Graff, Moffie, Walkama, Morgan, – yeas. Motion moves 6-0.

A motion was made by **Mr. Thompson** and seconded by **Mr. Moffie** to authorize the Mayor to enter into agreement with Stepuk Tree Farm for installation and any prep work to plant the new Christmas tree, at a cost not to exceed \$1,500.

Roll Call Vote: Lattanzio, Thompson, Graff, Moffie, Walkama, Morgan, – yeas. Motion moves 6-0.

A motion was made by **Mr. Thompson** and seconded by **Mr. Lattanzio** to approve a contract with MS Constants to serve as Village engineer.

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Roll Call Vote: Lattanzio, Thompson, Graff, Moffie, Walkama, Morgan, – yeas. Motion moves 6-0.

A motion was made by **Mrs. Morgan** and seconded by **Mr. Thompson** to expand Mr. Clavin's email storage.

Roll Call Vote: Lattanzio, Thompson, Graff, Moffie, Walkama, Morgan, – yeas. Motion moves 6-0.

A motion was made by **Mr. Thompson** and seconded by **Mr. Moffie** to hold the May 4th meeting on May 4th.

Roll Call Vote: Lattanzio, Thompson, Graff, Moffie, Walkama, Morgan, – yeas. Motion moves 6-0.

A motion was made by **Mr. Thompson** and seconded by **Mr. Moffie** for the mayor to accept the \$50,000 funding from Mahoning County and to create new fund.

Roll Call Vote: Lattanzio, Thompson, Graff, Moffie, Walkama, Morgan, – yeas. Motion moves 6-0.

A motion was made by **Mr. Thompson** and seconded by **Mr. Lattanzio** to return to in person meetings for council and all boards and committees affected for next council meeting, with approval of zoom meetings for participants and audience.

Roll Call Vote: Lattanzio, Thompson, Graff, Moffie, Walkama, Morgan, – yeas. Motion moves 6-0.

A motion was made by **Mr. Thompson** and seconded by **Mrs. Morgan** to amend resolution 4-2021 requesting that the auditor of Mahoning County, Ohio to certified the total tax evaluation of the Village of Poland Ohio to a levy to support the Village Police department, and declaring it an emergency and waive the 3 readings.

Roll Call Vote: Lattanzio, Thompson, Graff, Moffie, Walkama, Morgan, – yeas. Motion moves 6-0.

A motion was made by **Mr. Thompson** and seconded by **Mrs. Morgan** to amend resolution 4-2021 requesting that the auditor of Mahoning County, Ohio to certified the total tax evaluation of the Village of Poland Ohio to a levy to support the Village Police department, and declaring it an emergency.

Roll Call Vote: Lattanzio, Thompson, Graff, Moffie, Walkama, Morgan, – yeas. Motion moves 6-0.

A motion was made by **Mr. Thompson** and seconded by **Mr. Moffie** to approve council member Mr. Moffie to continue exploration of the electric charging stations.

Roll Call Vote: Lattanzio, Thompson, Graff, Moffie, Walkama, Morgan, – yeas. Motion moves 6-0.

A motion was made by **Mr. Lattanzio** and seconded by **Mr. Walkama** to refer perspective planning process regarding the \$50,000 grant from Mahoning County sidewalk projects to the streets and sidewalks committee.

Roll Call Vote: Lattanzio, Thompson, Graff, Moffie, Walkama, Morgan, – yeas. Motion moves 6-0.

A motion was made by **Mr. Graff** and seconded by **Mr. Moffie** to authorize \$1,400 for the parking lot project for the Poland forest.

Roll Call Vote: Lattanzio, Thompson, Graff, Moffie, Walkama, Morgan, – yeas. Motion moves 6-0.

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A motion was made by **Mr. Thompson** and seconded by **Mr. Graff** to have the mayor approve permit for the Memorial Day parade.

Roll Call Vote: Thompson, Graff – yeas. Opposed- Lattanzio, Walkama, Morgan. Abstain- Moffie. Motion dies 2-3-1.

16. Second & Third Reading-

A motion was made by **Mr. Thompson** and seconded by **Mr. Lattanzio** to pass the second reading of the Western Reserve Joint Fire Department amended resolution.

Roll Call Vote: Lattanzio, Thompson, Graff, Moffie, Walkama, Morgan, – yeas. Motion moves 6-0.

DISCUSSION/REMARKS: None.

DISCUSSION/REMARKS: None.

17. Presentation of Bills –

- a. A motion was made by **Mr. Graff** and seconded by **Mrs. Morgan** to pay outstanding bills.
Vote: Lattanzio, Moffie, Graff, Walkama, Thompson, Morgan – yeas. Motion moves 6-0.

18. Questions from the Media –

19. Remarks by Council and the Mayor:

- A. Mr. Thompson-Looking forward a tree being across the street.
- B. Mr. Lattanzio- Nice job to everyone.
- C. Maratha Morgan- Thank you Mr. Thompson for your work on the tree.
Thank you to the anonymous donor!
- D. Mr. Moffie- enjoy the spring weather.
- E. Mr. Graff- Agree, about town hall and the tree.
- F. Mr. Walkama- Congrats to Mr. Thompson on the tree.

20. A motion was made by **Mr. Thompson** seconded by **Mr. Moffie** to exit regular session and go into executive session for reasons of personnel; invite only the fiscal officer to join, also for real estate acquisitions; invite solicitor and fiscal officer on this part. At 8:27 p.m.

Roll Call Vote: Lattanzio, Moffie, Graff, Walkama, Thompson, Morgan – yeas. Motion moves 6-0.

21. A motion was made by **Mrs. Morgan** seconded by **Mr. Thompson** to exit executive session and go into regular session at 9:03 p.m.

Vote: Lattanzio, Moffie, Graff, Walkama, Thompson, Morgan – yeas. Motion moves 6-0.

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22. Motion by Thompson and 2nd by Lattanzio to allow mayor to submit bid for property located on water street.

Roll call vote. Lattanzio, Thompson, Walkama, Morgan, Graff YEAS, Moffie NO. 5-1 Motion moves

23. Motion by Thompson, 2nd by Moffie to approve Manchester law firm, at a cost not to exceed \$2,000 to represent the village on employment related issues.

Roll call vote: all 6 vote yea. Motion moves.

24. A motion was made by **Mr. Thompson** seconded by **Mr. Graff** to adjourn meeting at 9:04p.m.
Vote: Lattanzio, Moffie, Graff, Walkama, Thompson, Morgan - yeas. Motion moves 6-0.



April 6th, 2021

Robert P. Canter, Deputy Clerk
Village of Poland, Ohio

*The next REGULAR MEETING of the Poland Village Council will be **Tuesday, April 20th, 2021**. Caucus will begin at 7:00 p.m., with Regular Session beginning at 7:30 p.m. The meeting will be held at the Poland Village Town Hall, 308 South Main Street, Poland, Ohio 44514-2082.*

REGULAR POLAND VILLAGE COUNCIL MEETING
April 6, 2021

CAUCUS @ 7:00 P.M.
MEETING @ 7:30 P.M.

AGENDA

Electric volt charger station for the Village via Ohio EPA (SM) *Trying to get a grant from Ohio EPA for electric volt charger station*

~~Status Update from Forest Board on the \$98,000 ODNR Grant awarded in late
December 2020 (SM)~~

Return to in-person meetings (MT) *Next Council Meeting April 20th*

✓ WRJFD Joint Resolution (second reading) (MT)

Update on short-term vacation rentals (MT)

✓ Executive session re: real estate acquisition (MT)

✓ Authorization for the Mayor to enter into a contract with Mahoning County to accept \$50,000 for sidewalk maintenance (SM)

Status of the first reading of the Sidewalk Ordinance (AL)

Update on Historic Preservation Legislation (AL)

✓ Amended Resolution for Police Levy Renewal (JM)

The meeting will be held at Poland Village Town Hall, 308 S. Main Street, Poland, OH 44514.

Streets

1. Hot patch became available yesterday [04-05]. We started patching today and a large portion of the pothole complaints were addressed immediately.
2. The north end of State Route 170 is very busy and congested with both gas line and water line replacement taking place. As soon as it is completed, the road is to be repaved by the State of Ohio from Renwick to the Village of New Middletown.
3. I would like to meet with BLUPR to discuss roofing prices for the maintenance building.
4. I should have glass block window prices for Village Hall by tonight's meeting.
5. Grass cutting has started today[04-06] and all Village and Hine equipment has been maintained.
6. The large dead pine tree and stump have been removed from the front of Village Hall by the Street Department. All lighting has also been repaired as of last week.
7. A lot of the area bordering Yellow Creek has been cleaned up prior to the new gas line being installed.

Police

1. We will have a Department meeting in the next couple weeks to discuss policies, scheduling and safety equipment. Council will be kept informed.
2. Trying to recruit a couple part-time Policeman.

Respectfully submitted,

Chief R. D. Beatty

**Zoning Report
4-6-2021**

1. Zoning Permits issued:

- a. 1062.....127 Diana.....2nd floor addition.....\$140.00
- b. 1063.....22 Massachusetts.....fence.....\$70.00
- c. 1064.....50 Hamilton.....shed and fence.....\$70.00

Total \$280.00

2. I would like to request council's approval to investigate the purchase of cloud based zoning software through IWORQ Systems. This is a software program that allows for permit management and code enforcement through a web format cloud based system. This system tracks property information, inspections, violations, fees, and activities and stores it all in a cloud based system that allows for configurable reporting. An annual subscription will run approximately \$3,000 with a setup fee the first year of approximately \$2,000 to upload county GIS data and perform any needed data conversion. Parcel information would be uploaded quarterly. Currently all this is done in paper format only. Several area communities use this system (including Poland Township and Struthers) and say it works well.
3. The Architectural Review Board met last night, Monday April 5, 2021 via combined zoom and in person format. There were three items on the agenda. 1. The Board approved a sign application for 9 E. McKinley Way, Hometown Fixer Upper as presented. 2. The Board also approved a sign application for 95 W. McKinley Way, the Moderalli Law Building. And 3. The revisions for 57 N. Main St., Stop and Shop Shell gas station were approved with slight modifications which I will continue to monitor and ensure completion before the next phase of the project. The next Architectural Review Board is scheduled for Monday May 3, 2021 with discussion starting at 7.
4. The Planning Commission met Wednesday March 17th, 2021. Discussion was had concerning 1460 exterior maintenance, 1020 sidewalks and the \$50,000 county grant for sidewalk repair, short term rentals, and a replat for 206 Diana, submitted last minute. It was decided that contiguous property owners should be notified to determine if they had an opinion on the replat. These letters were sent out. A special Planning Commission meeting will be held tomorrow Wednesday April 7, 2021 to consider the replat of 206 Diana consisting of the joining of lot 645 with part of lot 646 both owned by Brandon Maruca. The next regular Planning Commission meeting is scheduled for Wednesday April 21st, 2021 at 7 PM via Zoom.
5. The Village has received a Variance request for 214 S. Main St, lot #13, parcel # 36-005-0-035.00-0 requesting a variance to Poland Codified Ordinance 1279.03(j) requiring fencing to be a minimum of three (3) feet from the common property line. Michael Thompson, president of Council, as the requestor has recused himself from the meeting. Councilman James Walkama will substitute in his place per Poland Village Codified Ordinance 1264.01(b). I am awaiting another Variance and Conditional Use Permit request for 214 Edna St. in regards to an antenna on the property in regards to chapter 1282.02 which requires a conditional use permit and 1282.03(a)

concerning placement and possibly 1282.03(c) concerning height. We might also have a third variance request for 216 Edna St. in regards to 1272.01(d)(5) concerning sheds over 144 square feet be a minimum of 24 feet off the rear property line. My intent is to schedule all three for the same meeting if possible depending on submission of the other two. I will have a date set by the next council meeting.

6. The small MS4 General Permit Annual Reporting Form, prepared by the Village engineer was mailed to the Ohio Environmental Protection Agency by the April 1 deadline.

7. Investigations

- a. With my accompanying letter approved by solicitor, I have begun drafting violation notices for 12 houses in the village with the most pressing exterior maintenance issues.

Timothy S. Clavin
Poland Village Zoning Administrator