

Poland Village Council
REGULAR SESSION
Tuesday, April 20, 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 20th, 2021.

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

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

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

Mr. Canter discusses the bills that need approved, bank balances, and informs council he spoke with IDMI to renew the Village domain name for the website at a cost of \$54.00. The village participates in the BWC group rating program with Compmanagement at cost of \$500.00 a year.

Mayor Sicafuse is present to discuss the mayors' report. He informs council of the Eastgate quarterly meeting that will occur on 04/26/2021 at 10 a.m. (still virtual). The Strategic Planning public forum will occur on 04/28/2021 at 7 p.m. information will be available on the Village website. Strategic planning will also meet on 05/13/2020 at 7 p.m. There will be a meeting at 9 a.m. to discuss the Yellow Creek Poland Manor bridge.

Mr. Thompson informs council there is nothing to report for BLUPR.

Mrs. Morgan is present to report that the solicitor has provided to the legislation committee, the fully revised sidewalk legislation and will be meeting on 05/04/2021. The fiscal officer is waiting for the insurance renewal quote, so the finance meeting was canceled and rescheduled for May 17,2021 at 5:30 p.m.

Mr. Lattanzio is present to report on the Streets committee meeting. He spoke of what was in Russ's report for the streets and that the committee started discussing the \$50,000 grant from Mahoning County for the sidewalks.

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 - Absent

Poland Village Council
REGULAR SESSION
Tuesday, April 20, 2021

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

A motion was made by **Mr. Thompson** and seconded by **Mr. Moffie** to excuse solicitor Jay Macejko,
Vote: Lattanzio, Moffie, Graff, Walkama, Thompson, Morgan - yeas. Motion moves 6-0.

1. Acceptance of Minutes of Previous Meeting(s)

A motion was made by **Mrs. Morgan** and seconded by **Mr. Moffie** to accept minutes dated 03/16/2021, and 04/06/2021.

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

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

Committees

- Blupr: 05/04/2021 @ 6:45 p.m. Village Hall
- Finance: 05/17/2021 @ 5:30 p.m. Village Hall
- Legislation: 05/04/2021 @ 6:15 p.m. Village Hall
- Police: 05/04/2021 @ 6:30p.m. Village Hall
- Streets: 04/28/2021 @ 4:30 p.m. Village Hall

Boards and Commissions

- Architectural Review Board 05/03/2021 @ 7:00p.m. Village Hall
- Planning Commission 04/21/2021 @ 7:00p.m. Village Hall
- Board of Zoning Appeals 05/11/2021 @6:00 p.m. Village Hall
- Western Reserve Joint Fire District 05/12/2021 @7:00 p.m. at Station 92
- Poland Municipal Forest Board 04/27/2021 @7:00 p.m. Village Hall
- Hine Memorial Fund Board 05/20/2021 @ 7:00 p.m. Per Zoom meeting.

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 May 4th, 2021 at Poland Village Town Hall

3. Report from the Mayor- Timothy Sicafuse

Delivered in caucus.

A motion was made by **Mr. Moffie** and seconded by **Mr. Lattanzio** to accept the mayors' Report.

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

4. Report from the Fiscal Officer- Robert Canter.

Delivered in caucus.

A motion was made by **Mr. Moffie** and seconded by **Mr. Thompson** 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.-

As reported in caucus.

A motion was made by **Mr. Moffie** and seconded by **Mr. Thompson** 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

Submitted in writing.

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

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

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

Submitted in writing. See Attached.

A motion was made by **Mr. Moffie** and seconded by **Mrs. Morgan** 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- Delivered in caucus.

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- Delivered in caucus.

A motion was made by **Mr. Moffie** and seconded by **Mr. Walkama** 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- Delivered in caucus.

A motion was made by **Mr. Moffie** and seconded by **Mrs. Morgan** 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- Nothing to report.

10. Reports from Boards

- A. **Planning Commission**- Nothing to report.
- B. **Board of Zoning Appeals**- Nothing to report.
- C. **Architectural Review Board**- Nothing to report.
- D. **Forest Board**- Mr. Graff reports plenty of volunteers turned out for the garlic mustard pull. Delivery is this Friday for the tree saplings and progress is being made with the 40-foot telephone poles.

A motion was made by Mrs. Morgan 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 –

Mrs. Joan Smith, 320 N. Main Street expresses village hall lights look beautiful. Shows concern for a dilapidated home by hers that needs to be fixed up.

Mr. Mark Thompson explains to council that the Forest Board has until March 22, 2022 to submit the paperwork for the grant and believes that instead of hurrying to get this in, to take time and make sure we get everything right.

13. New Business –

14. Old Business –

15. Motions, Ordinances, and Resolutions –

A motion was made by Mr. Thompson and seconded by Mr. Lattanzio to waive the three readings and declare an emergency for resolution determining to proceed with the submission for the electors a renewal levy in excess of the 10 mil limitation supporting the Village police department.

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 for resolution determining to proceed with the submission to the electors a renewal levy in excess of the 10 mil limitation supporting the Village police department.

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

Poland Village Council
REGULAR SESSION
Tuesday, April 20, 2021

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

16. Second & Third Reading-

A motion was made by **Mr. Thompson** and seconded by **Mr. Lattanzio** to pass the third 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 **Mr. Lattanzio** 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- Gives Jim Walkama all the credit for the Edison lighting project, which came out beautifully.
- B. Mr. Lattanzio- sounds like great stuff for the forest.
- C. Maratha Morgan- congratulations on the successful garlic mustard pull.
- D. Mr. Moffie- No comment
- E. Mr. Graff- excited for the forest.
- F. Mr. Walkama- No comment

20. A motion was made by **Mr. Thompson** seconded by **Mr. Moffie** to adjourn meeting at 7:50 p.m.

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



April 20th, 2021

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

*The next REGULAR MEETING of the Poland Village Council will be **Tuesday, May 4th, 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.*

Timothy D. Sicafuse, Mayor

Councilmembers:
J. Michael Thompson -
President

Christopher Graff
Anthony Lattanzio
Samuel Moffie
Martha Morgan
James Walkama

Robert Canter
Fiscal Officer

VILLAGE OF POLAND

308 South Main Street
Poland, Ohio 44514

Atty. Joseph R. Macejko, Solicitor

R.D. Beatty, Chief of Police

Timothy S. Clavin
Zoning Administrator

R.D. Beatty, Street Commissioner

Susan Guillard
Administrative Assistant

Mayor's Report 4/20/2021

Eastgate quarterly meeting 4/26 @ 10 A M

All virtual

Strategic Planning Public Forum 4/28 @ 7 P M

Strategic Planning regular meeting 5/13 @ 7 P M

Yellow Creek/Poland Manor bridge



Streets

1. We have had extensive conversations and meetings with the Mahoning County Sanitary Engineer's office reference the replacement of the walking bridge between Poland Manor and the schools. The bridge is also the support structure for a 24" sanitary sewer line. Funding sources are also being researched. There will be an additional meeting with the Mahoning County Engineer tomorrow. It is my belief that MS is also included.
2. The Street Department was also able to assist the Sanitary Engineer by clearing a pipe and stream that had been clogged with debris and downed and cut trees. The pipe runs under a woods path west of Indian Trail . This will help reduce flooding in the area of the lift station.
3. We have chainsaw issues as usual. I have had discussions with the clerk-treasurer about funding for a replacement.
4. Grass cutting is in full swing and we have a list of chores for Hine Property improvements also. Hopefully everything will be completed in the next week.
5. The markings on the road and the signs in the area of st.rt. 170 are due to the pending paving project the will begin shortly. The road will be paved the entire length of the Village.

Police

1. We met with the interim superintendent of the Poland Schools Dr. Holland in reference to traffic concerns for the 2021-2022 school year in the area of Mckinley elementary and the Middle school. I am sure there will be additional meetings . There was also a brief discussion about North elementary school on Johnston Place being put out for bids to be demolished at the end of the month.
2. I received an application that is being processed , as well as additional conversations with perspective Police Department employees.

Respectfully submitted,

Chief R. D. Beatty

**Zoning Report
4-20-2021**

1. Zoning Permits requested or issued:
 - a. 1065.....216 Edna.....shed.....\$70.00
 - b. 1066.....206 Diana.....garage/fence.....\$210.00
 - c. I am awaiting additional information for 2 fence permits @ 211 Diana and 333 N. Main

Total \$280.00
2. I am providing council with an initial proposal for the 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. I am still in discussion with their sales rep over details. Please review and forward any questions to me that you may have. Several area communities use this system (including Poland Township and Struthers) and say it works well.
3. The next Architectural Review Board is scheduled for Monday May 3, 2021 with discussion starting at 7. Are we going to continue to offer Zoom platform in addition to in person for meetings? I have continued to meet with Daniel Al-Rai over Phase 1 of his drive up window. He is requesting to begin Phase 2.
4. The next regular Planning Commission meeting is scheduled for Wednesday April 21st, 2021 at 7.
5. I am scheduling a Board of Zoning Appeals meeting for 2 separate requests.

**POLAND VILLAGE BOARD OF ZONING APPEALS
PUBLIC HEARING**

THE POLAND VILLAGE BOARD OF ZONING APPEALS WILL HOLD A PUBLIC HEARING FOR TWO PROPERTIES ON TUESDAY MAY 11, 2021 AT 6 PM. MICHAEL THOMPSON AT 214 S. MAIN ST., LOT 13, PARCEL #36-005-0-035.00-0 IS 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. ROB DUNHAM AT 214 EDNA ST., LOT 637, PARCEL #36-008-0-019.00-0 IS REQUESTING A CONDITIONAL USE PERMIT PER POLAND CODIFIED ORDINANCE 1282.02 FOR A FREE STANDING ANTENNAE AS WELL AS FOUR (4) VARIANCES DEALING WITH SAID ANTENNAE SPECIFICALLY 1282.01(A)2 AND 1282.02(B)3 BOTH DEALING WITH WIND LOAD AND 1282.03(A) WHICH PROHIBITS ANTENNAE FROM BEING LOCATED IN A SIDE YARD, AND 1282.03(C) STATING NO FREE STANDING ANTENNAE SHALL EXCEED 40 FEET IN HEIGHT ABOVE GRADE.

THE HEARING WILL BE HELD AT POLAND VILLAGE TOWN HALL. THE PUBLIC AND ALL INTERESTED PARTIES ARE URGED TO ATTEND. ANY QUESTIONS CAN BE DIRECTED TO THE ZONING ADMINISTRATOR (330) 757-2112.

POLAND VILLAGE BOARD OF ZONING APPEALS

6. Investigations

- a. Exterior maintenance/ painting
 - i. 17 College St.
 - ii. 11 College St.
 - iii. 22 Water St.
 - iv. 46 Water St
 - v. 6 Lee Dr.
 - vi. 16 Cortland St.
 - vii. 24 Massachusetts Ave.
 - viii. 103 Massachusetts Ave.
 - ix. 219 S. Main St.
 - x. 425 S. Main St.
 - xi. 234 Evergreen Ave.
 - xii. 224 Edna St.
 - xiii. 67 Alverne Dr.
- b. High grass
 - i. 517 N. Main
 - ii. 57 N. Main
 - iii. 92 Edgewater Dr.
- c. Debris
 - i. 208 Diana Dr. (and exterior sealing)
 - ii. 66 College St.
 - iii. 259 N. Main St.

Timothy S. Clavin
Poland Village Zoning Administrator

iWorQ Price Proposal

Village of Poland	Population- 2491
308 South Main Street, Poland, Ohio 44514-2027	Prepared by: Marty Smith

Annual Subscription Fees

Application(s) and Service(s)	Package Price	Billing
Community Development (Basic) *Permit Management *Code Enforcement Quarterly upload of parcel information to iWorQ's GIS Map Track contractors, inspections, property information Track code violations, fees, and activities Configurable reporting Unlimited access to iWorQ's template library 3 custom letters	\$3,000	Annual
Subscription Fee Total (This amount will be invoiced each year)	\$3,000	Annual

One-Time Setup, GIS integration, and Data Conversion Fees

Service(s)	Full Price Cost	Package Price	Billing
Implementation and Setup cost year 1	\$2,000	\$2,000	Year One
Up to 5 hours of GIS integration and data conversion	\$1,000	Included	Year One
Data Conversion	\$4,900	Included	Year One
One-Time Setup Total (This amount will be added year 1)	\$7,900	\$2,000	Year One
Grand Total Due Year 1	\$10,900	\$5,000	



Timothy D. Sicafuse, Mayor

Councilmembers:

J. Michael Thompson –
Council President

Christopher Graff
Anthony Lattanzio
Samuel Moffie
Martha Morgan
James Walkama

Robert Canter
Fiscal Officer

VILLAGE OF POLAND
308 South Main Street
Poland, Ohio 44514

Atty. Joseph R. Macejko, Solicitor

R.D. Beatty, Chief of Police

Timothy S. Clavin
Zoning Administrator

R.D. Beatty, Street Commissioner

Sue Guillard
Administrative Assistant

SOLICITOR'S REPORT

Regular Meeting of April 20, 2021

Since the last regular meeting:

1. I prepared the ODNR Resolution and accompanying forms for the April 12, 2021 Special Meeting.
2. Negotiations continue with the contract for the property specialist.
3. An offer was made to the owner of the property that was the subject of the executive session at the last regular meeting. I forwarded the offer to the listing agent on Friday, April 9. I followed up on Friday, April 16, but have not yet received a proposed purchase agreement.
4. On Friday, April 16, I attended and completed the AG's Sunshine Law and Open Meetings seminar. I listed myself as the designee for the Mayor and all members of council. Thus, you are all in compliance with the training requirement.
5. The final version of the Sidewalks ordinance was prepared and issued to Councilwoman Morgan to address at the Legislative Committee meeting. I believe I have covered all requested changes. If it is voted out of Committee, Council may move forward with a first reading. Any changes, updates, or corrections can be made in between the first and second readings.
6. No updated Ohio Health Orders or guidelines have been issued since April 9 (an Amendment to the April 5 Order). I will continue to monitor the situation.
7. The Ohio Office of Budget Management (OBM) did notify all members of the municipal attorneys association that guidelines are expected soon from the U.S. Treasury in relation to the new round of CARES Act funds. I will continue to monitor the situation.