

Poland Village Council
REGULAR SESSION
Tuesday, May 4, 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 May 4th, 2021

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

Mr. Thompson is present to give the Christmas tree replacement update. The tree is out of the ground and is waiting to be placed in the ground by the village. Stepuk Tree has gotten so overloaded with work, that they brought in another contractor to plant the tree. They will be bringing in a crane, and would like to plant the tree this week. Mr. Thompson wants to amend the purchase order and make a motion to approve expenditure of \$1,250 (\$400 to Stepuk Tree and \$850 to Patrone Bros. Landscaping.

Mr. Thompson introduces the Poland Junior Women's Club-Concert members. They are present to give an update. Erika Carcelli introduces herself and she is asking tonight to be able to have one or two concerts in August. Jay was able to help her with the guidelines back in March. The club members went over in detail the requirements for a safe gathering at their meeting. Some of these guidelines include:

- Post signs about social distancing and hygiene
- Eliminate intermission
- Have hand sanitation stations available
- Have public restrooms available (or not, it is up to council)

Masks do not need to be worn outdoors if people are 6 feet apart.

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

Mr. Beatty is present to give police and streets reports. (see attached)

Mr. Macejko is present to discuss the summer concert series, no new health orders from Columbus presently.

Mr. Canter is present to discuss that Gary Diorio sent him an invoice from Eastgate Council of Governments in the amount of \$811.85 for administering the 2018 road grants. Mr. Canter received the signed purchase order from Mahoning County Commissioners for the \$50,000 grant; contract ends on December 31, 2021.

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

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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)

Minutes will be approved at next meeting.

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

Committees

Blupr: 06/01/2021 @ 6:45 p.m. Village Hall
Finance: 05/17/2021 @ 5:30 p.m. Village Hall
Legislation: 06/01/2021 @ 6:15 p.m. Village Hall
Police: 06/01/2021 @ 6:30p.m. Village Hall
Streets: 05/18/2021 @ 6:30 p.m. Village Hall

Boards and Commissions

Architectural Review Board 06/14/2021 @ 7:00p.m. Village Hall
Planning Commission 05/19/2021 @ 7:00p.m. Village Hall
Board of Zoning Appeals 05/11/2021 @6:00 p.m. Village Hall
Western Reserve Joint Fire District 06/09/2021 @7:00 p.m. at Station 92
Poland Municipal Forest Board 05/06/2021 @4:00 p.m. Zedaker Pavilion-Special Meeting
05/25/2021 @ 7:00p.m. Village Hall-Regular Meeting
Hine Memorial Fund Board 05/20/2021 @ 9:00 a.m. Poland Presbyterian Church

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 18th, 2021 at Poland Village Town Hall

3. Report from the Mayor- Timothy Sicafuse

Spoke with Ryan from Envision; going to give him a contact from ODOT to see where they are in their contract to get some cost on the roads, the mayor will have more information at a future meeting.

A motion was made by **Mr. Thompson** and seconded by **Mr. Lattanzio** to accept the Mayor's 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. Thompson** and seconded by **Mr. Moffie** to accept Fiscal Officer's 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 **Mr. Thompson** and seconded by **Mr. Lattanzio** to accept the Zoning Administrator's 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 **Mrs. Morgan** and seconded by **Mr. Thompson** to accept the Solicitor's 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. Thompson** and seconded by **Mr. Graff** 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

Informs council to start reviewing and choosing streets that are on the list, so when Gary asks, we have streets to tell him.

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

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

9. Reports from outstanding committees of council.

A.) Finance, Wage, Audit & Insurance Committee- Mrs. Morgan reports they next meeting is on 05/17/2021. Nothing new past that.

A motion was made by **Mr. Thompson** and seconded by **Mr. Moffie** 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 reports they met tonight. They discussed the final edition of sidewalk ordinances and will propose to committee to submit back to council. Also, Planning is seeking guidance for input on what we are looking for with the short term rentals.

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

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

C.) Police & Fire Committee- Mr. Walkama reports they met tonight. They purchased new radios and replaced tazers.

A motion was made by **Mrs. Morgan** and seconded by **Mr. Graff** to accept the Police and Fire Committee report.

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

D.) Streets, Sidewalks & Drainage Committee- Mr. Lattanzio reports they met last week, and are trying to prioritize what projects to do with the \$50,000 grant money.

A motion was made by **Mrs. Morgan** and seconded by **Mr. Graff** 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- Mr. Thompson reports they met tonight and have received many compliments for the lighting of Village Hall. Will purchase a new chain saw for the street department, received two bids for maintenance building roof; M&J Roofing at \$7,250 and Divine Roofing at \$6,385.12. One bid for the glass block window at \$2,500 was received.

A motion was made by **Mr. Lattanzio** and seconded by **Mrs. Morgan** 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-** Mr. Moffie reported the breakdown of some ideas of how to handle the \$50,000 grant; Moffie- is not for having Air BNB's, take our existing guest house ordinance and update it. Mr. Lattanzio wants to hear pros and cons of having Air BNB's. Mr. Graff is not for allowing air BNB, but a guest house with owner on premises would not be an issue for him. Mrs. Morgan agrees with Mr. Gragg. Mr. Walkama is a no for a single house as Air BNB. Mr. Thompson agrees for the Air BNB as long as an owner is on premises.

A motion was made by **Mrs. Morgan** and seconded by **Mr. Lattanzio** to accept the Planning Commission report.

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

B. **Board of Zoning Appeals-** Two meetings on May 5th, 2021 at 6:00 p.m.

C. **Architectural Review Board-** Mrs. Morgan reported there were three issues reported, but it's all in Mr. Clavin's report.

A motion was made by **Mr. Lattanzio** and seconded by **Mr. Moffie** to accept the Architectural Review report.

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

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D. Forest Board- Mr. Graff reports they met on April 27th and discussed three major projects that are underway. These projects include two new deer exclosures, and that they set up a special meeting scheduled at the Zedaker Pavilion. Mr. Graff informs council that the forest foundation approved \$57,000 to be added to \$98,000 for forest improvements.

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- Mr. Thompson reports they are working on McGrath recommendations.

A motion was made by **Mrs. Morgan** and seconded by **Mr. Graff** to accept the Western Reserve Joint Fire District report.

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

11. Reports from Special Committee.

Mayor Sicafuse reports there was a strategic meeting last week, it was virtual, and another meeting May 13th at 7 p.m. After that meeting, he should be able to present items to council.

Mrs. Morgan suggests that Jason Loree from ABC water district should come speak to council.

12. Communications from Poland Village Residents -

Elinor Zedaker, 70 Poland Manor speaks of how badly her road needs paved. Informs council that at 500 South Main there was a bed and breakfast her and her husband were partners in. There are four potential guest houses or Air BNB in her neighborhood, she believes there should be a limit on the number of these air bnb's in a neighborhood or within a certain mile limitation. Mrs. Zedaker gives recognition to Marion Gillette, she is moving to Colorado and was a valued member of the community for many years.

Troy Rhodes from First Energy stopped in to introduce himself and say hello, and please call the contact center if any of the lights are out. He would recommended if calling in, to have the pole number on it or to tie a yellow ribbon around it to be able to identify the pole with the light out.

13. New Business -

14. Old Business -

15. Motions, Ordinances, and Resolutions -

A motion was made by **Mr. Thompson** and seconded by **Mr. Graff** to authorize Poland Junior Women's Club to hold up to four concerts at Village Hall in the 2021 calendar year subject to all health guidelines.

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

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A motion was made by **Mrs. Morgan** and seconded by **Mr. Lattanzio** to authorize the Mayor of Poland to contract with Maureen Farris as the property specialist.

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 authorize expenditure not to exceed \$6,500 with Divine Roofing.

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 authorize expenditure not to exceed \$2,500 for glass block windows for the basement at Village Hall.

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 authorize an expenditure not to exceed \$850 to Patrone Brothers Landscaping for the planting of the Christmas tree.

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 an expenditure not to exceed \$400 to Stepuk Tree Farm to purchase the tree, this being an amendment to the last meeting's motion.

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

A motion was made by **Mr. Lattanzio** and seconded by **Mrs. Morgan** to approve the hire of Chelsea Wolfe for part-time police employee at the rate of \$15.75 per hour.

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

16. Second & Third Reading-

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 –

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19. Remarks by Council and the Mayor:

- A. Mr. Thompson- No Comment
- B. Mr. Lattanzio- No Comment
- C. Maratha Morgan- Thanks Marion Gillette, for her many years of service.
- D. Mr. Moffie- Good luck to everyone who filed.
- E. Mr. Graff- Exciting about the things that are happening and for the forest.
- F. Mr. Walkama- No Comment

20. A motion was made by **Mr. Thompson** seconded by **Mr. Lattanzio** to adjourn meeting at 8:20 p.m.

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



May 4th, 2021

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

*The next REGULAR MEETING of the Poland Village Council will be **Tuesday, May 18th, 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
May 4, 2021

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

AGENDA

Christmas tree replacement update (MT)

Poland Junior Women's Club-Concert Update (MT)

- Anna Marie Newman
- Erika Carcelli - Summer concert chair
wants 1 to 2 concerts in Mid to late August.
- new sign for social distancing / hygiene
- eliminate intermission
- Hand sanitizing stations available at different spots
- can sell concessions if Council approves
- Can have public restroom available or not.
- masks do not need to be worn outdoors as long as 6 ft of space.
- Solicitor informs Council we can do this under the existing orders & recommends moving forward.

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

**Zoning Report
5-4-2021**

1. Zoning Permits requested or issued:

- a. 1067.....333 N. Main St.....fence.....\$70.00
- b. 1068.....211 Diana.....fence.....\$70.00
- c. 1069.....191 Edna St.....fence.....\$70.00
- d. 1070.....57 N. Main St.....Phase 2 drive up window.....\$70.00
- e. 1071.....952 N. Main St.....shed.....\$70.00
- f. Sign permit.... 30 W. McKinley Way.....\$100.00
- g. Sign Permit....1 N. Main St.....\$100.00

Total \$550.00

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 \$3,000 with a setup fee the first year of \$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. I will be discussing with Maureen O’Neil Farris for her thoughts.
3. The Architectural Review Board met last night Monday May 3, 2021. Three items were discussed. One, a sign permit was approved for Walgreens 30 W. McKinley way. Two, a sign permit was approved for Endearing Events at its new location at 1 N. Main St. Three, a status update was had on phase 2 of the 57 N. Main St. drive up window. The next Architectural Review Board is scheduled for Monday June 14, 2021 (date change to second Monday). The July meeting date was also changed to the second Monday July 12, 2021 due to the Independence day holiday.
4. The Planning Commission met Wednesday April 21, 2021. A discussion was had on direction for the Short term rental ordinance with a suggestion for guidance from council as well as an update on zoning issues. The next regular Planning Commission meeting is scheduled for Wednesday May 19th, 2021 at 7.
5. The Board of Zoning Appeals will meet at village hall on Tuesday May 11, 2021 at 6 PM 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. *

* I have been contacted by these residents

b. High grass

- i. 5 Centennial
- ii. 8 Centennial

c. Debris Riparian Setback 40 The Ledges

Finally, a question/suggestion will Chapter 14 be included in American Legal Publishing Update?

Timothy S. Clavin
Poland Village Zoning Administrator

Report to Council for 05-04-2021

Police

1. I had an extended conversation with Suzanne Semivan of 433 South Main Street in reference to our increase of car and truck traffic. She is requesting additional patrols and enforcement as well as street and storm sewer repairs.
2. I am requesting Council approve the hiring of Chelsea Wolfe as a part-time Police employee. She is a recent graduate of the Police Academy and a member of the Fire Department.
3. I would like to have a discussion with the Police Committee as to their opinion about minor equipment replacement and policy updates.

Streets

1. Tim Clavin will be on vacation starting tomorrow.
2. I would like to discuss with BLUPR the quotes on getting the roof fixed on the maintenance building and the glass block windows at Village Hall.

Respectfully submitted,

Chief R. D. Beatty