

Poland Village Council
REGULAR SESSION
Tuesday, January 4th, 2022

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 January 4th, 2022.

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

Mr. Canter informs council we need to designate Farmers Bank of Canfield as depository for 2022. He presents to council to approve an invoice for \$1,785 to the Baldwin Group for annual mayors' court support agreement.

Mr. Thompson presents the list to appoint, of executive officers and vacancies for:
ARB-Brian Downie, Margaret Christopher and Rebecca Rogers,
Planning Commission- Rex Fisher,
Hine Memorial-Patti Wanat
Forest Board- Mark Thompson.

Mr. Lattanzio gives small discussion about the potential selection of streaming options. Rob Dunham is present to discuss his written proposal.

Mr. Thompson called the REGULAR MEETING to order at 7:30 p.m.
Mr. Thompson 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-absent
Mr. Michael Zembower, Member of Council
Mr. Michael Thompson, Member of Council
Mr. James Walkama, Member of Council
Mr. Timothy Sicafuse, Mayor-absent

Also present were:

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

A motion was made by **Mr. Lattanzio**, seconded by **Mr. Graff** to suspend the orders of the day.
Vote: Walkama, Graff, Lattanzio, Zembower - yeas. Motion moves 4-0.

A motion was made by **Mr. Lattanzio**, seconded by **Mr. Graff** to nominate Jay Michael Thompson to president of council.
Vote: Walkama, Graff, Lattanzio, Zembower - yeas. Motion moves 4-0.

A motion was made by **Mr. Lattanzio**, seconded by **Mr. Graff** to appoint Robert Canter back to fiscal officer and clerk of council for year 2022.
Vote: Walkama, Graff, Lattanzio, Zembower - yeas. Motion moves 4-0.

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A motion was made by **Mr. Lattanzio**, seconded by **Mr. Graff** to appoint Joseph Macejko as solicitor for the year 2022.

Vote: Walkama, Graff, Lattanzio, Zembower - yeas. Motion moves 4-0.

A motion was made by **Mr. Lattanzio**, seconded by **Mr. Graff** to approve the appointments from Mayor Sicafuse for the vacancies on ARB-Brian Downie, Margaret Christopher and Rebecca Rogers, Planning Commission- Rex Fisher, Hine Memorial-Patti Wanat and Forest Board- Mark Thompson as submitted.

Vote: Walkama, Graff, Lattanzio, Zembower - yeas. Motion moves 4-0.

A motion was made by **Mr. Lattanzio**, seconded by **Mr. Graff** to excuse Mr. Moffie and Mayor Sicafuse.

Vote: Walkama, Graff, Lattanzio, Zembower - yeas. Motion moves 4-0.

A motion was made by **Mr. Lattanzio**, seconded by **Mr. Graff** to return to the orders of the day.

Vote: Moffie, Walkama, Graff, Lattanzio, - yeas. Motion moves 4-0.

1. Acceptance of Minutes of Previous Meeting(s)

A motion was made by **Mr. Lattanzio**, seconded by **Mr. Graff** to accept the minutes dated 12/07/2021 and 12/09/2021.

Vote: Walkama, Graff, Lattanzio, - yeas. Abstained-Zembower. Motion moves 3-0.

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

Committees

Blupr:	<u>02/01/2022 @6:45 p.m. Village Hall</u>
Finance:	<u>To be determined.</u>
Legislation:	<u>To be Determined.</u>
Police:	<u>02/01/2022 @6:30 p.m. Village Hall</u>
Streets:	<u>01/18/2022 @6:30 p.m. Village Hall</u>

Boards and Commissions

Architectural Review Board	<u>02/07/2022 @ 7:00 p.m. Village Hall</u>
Planning Commission	<u>01/19/2022 @ 7:00 p.m. Village Hall</u>
Board of Zoning Appeals	<u>N/A</u>
Western Reserve Joint Fire District	<u>01/12/2022 @7:00 p.m. at Station 92</u>
Poland Municipal Forest Board	<u>01/25/2022 @ 7:00 p.m. Village Hall-Regular Meeting</u>
Hine Memorial Fund Board	<u>To be Determined.</u>

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 January 18th,2022 at Poland Village Town Hall

2. Report from the Mayor- Timothy Sicafuse-
No report available.

3. Report from the Zoning Administrator Team -Timothy Clavin. -

Mr. Clavin is present to give report. Submitted in writing. (see attached)

A motion was made by **Mr. Lattanzio** and seconded by **Mr. Graff** to accept the Zoning Administrator's report.

Vote: Zembower, Walkama, Graff, Lattanzio, - yeas. Motion moves 4-0.

4. Report from the Fiscal Officer- Robert Canter.

Mr. Canter presents an invoice from Baldwin Group in the amount of \$1,785 for the annual mayors court support agreement. Canter received a call from Mr. Clavin today about one of the plow cylinders leaking and it would cost \$700 to replace it. Also has a quote from Lewis Plumbing to fix cast-iron pipes in village hall. Passed around the payment listing and bank balances. He will appropriate \$3,500 Edison Lighting (2,500) and Poland Jr. Women's Club.

A motion was made by **Mr. Graff** and seconded by **Mr. Lattanzio** to accept the Fiscal Officer report.

Vote: Zembower, Walkama, Graff, Lattanzio, - yeas. Motion moves 4-0.

5. Report from the solicitor- Jay Macejko

Nothing to report.

6. Report from the Chief of Police -

Nothing to report.

7. Report from the Street Commissioner- Mr. Clavin submitted in writing. See Attached Report.

A motion was made by **Mr. Lattanzio** and seconded by **Mr. Graff** to accept the Street Commissioner report.

Vote: Zembower, Walkama, Graff, Lattanzio- yeas. Motion moves 4-0.

8. Report from Engineer-liaison (ms)-

No one set for this position yet.

9. Reports from outstanding committees of council.

A.) Finance, Wage, Audit & Insurance Committee- Nothing to report.

B.) Legislation Policy Committee- Nothing to report.

C.) Streets, Sidewalks & Drainage Committee- Nothing to report.

D.) Police and Fire Committee- Mr. Lattanzio reported they met tonight and went over the Chief's agenda for 2022.

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

Vote: Zembower, Walkama, Graff, Lattanzio- yeas. Motion moves 4-0.

E.) Building, Lands, Utilities, Parks & Recreation Committee-Mr. Lattanzio reports they met tonight as well and talked about the water issue downstairs along with possible agreement with Lewis Plumbing not to exceed \$1,200 to make the necessary repairs. We also looked at two bids for painting outside of Village Hall.

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

Vote: Zembower, Walkama, Graff, Lattanzio- yeas. Motion moves 4-0.

10. Reports from Boards.

A. Planning Commission- Did not meet this year yet.

B. Board of Zoning Appeals- Did not meet this year yet.

C. Architectural Review Board- Mr. Clavin reports they spoke about the Village becoming a certified local government. Mr. Clavin asks mayor and council if any discussion has been had on the pros and cons of the issue. ARB has also disapproved the digital sign on the clock tower, due to it not fitting the historical appearance of the village.

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

Vote: Zembower, Walkama, Graff, Lattanzio- yeas. Motion moves 4-0.

D. Forest Board- Nothing to report.

E. Hine Memorial Board- Nothing to report.

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

11. Reports from Special Committee.

Nothing to report.

12. Communications from Poland Village Residents -

Nothing to report.

13. New Business -

Mr. Lattanzio presents a resolution honoring Howdy Friend.

Mr. Thompson presents proposed standing rule #1 to council, the reason for this is because it is hard for people to know what is on the agenda for the council meeting. Mr. Thompson also presents a proposal to purchase 2,000 at home Covid tests and distribute to the public for free.

14. Old Business

Mr. Lattanzio discusses the two quotes for the new village floor. And spoke about the strategic planning list.

15. Motions, Ordinances, and Resolutions –

A motion was made by **Mr. Lattanzio** and seconded by **Mr. Graff** to enter into agreement with Edison Lighting for the lighting of Village Hall (Christmas Lights) not to exceed \$2,500.

Vote: Zembower, Walkama, Graff, Lattanzio - yeas. Motion moves 4-0.

A motion was made by **Mr. Lattanzio** and seconded by **Mr. Graff** to refer the three streaming proposals to the Blupr committee for review.

Vote: Zembower, Walkama, Graff, Lattanzio - yeas. Motion moves 4-0.

A motion was made by **Mr. Lattanzio** and seconded by **Mr. Walkama** to enter into agreement with Lewis Plumbing to fix repairs at Village Hall in the amount not to exceed \$1,200.

Vote: Zembower, Walkama, Graff, Lattanzio - yeas. Motion moves 4-0.

A motion was made by **Mr. Lattanzio** and seconded by **Mr. Walkama** for an expenditure not to exceed \$700 to repair the plow cylinder for the street department.

Vote: Zembower, Walkama, Graff, Lattanzio - yeas. Motion moves 4-0.

A motion was made by **Mr. Lattanzio** and seconded by **Mr. Graff** to designate Farmers Bank of Canfield as depository for 2022.

Vote: Zembower, Walkama, Graff, Lattanzio - yeas. Motion moves 4-0. Opposed-Thompson.

A motion was made by **Mr. Lattanzio** and seconded by **Mr. Graff** to approve an invoice of \$1,785 to the Baldwin Group for the annual mayor's court support agreement.

Vote: Zembower, Walkama, Graff, Lattanzio - yeas. Motion moves 4-0.

A motion was made by **Mr. Lattanzio** and seconded by **Mr. Graff** for a resolution established to honor Howard Howdy Friend, Waive three readings and declare an emergency.

Roll Call Vote: Zembower, Walkama, Graff, Lattanzio - yeas. Motion moves 4-0.

A motion was made by **Mr. Lattanzio** and seconded by **Mr. Graff** for a resolution established to honor Howard Howdy Friend and declare an emergency.

Roll Call Vote: Zembower, Walkama, Graff, Lattanzio - yeas. Motion moves 4-0.

A motion was made by **Mr. Lattanzio** and seconded by **Mr. Zembower** to purchase 2,000 at home COVID test kits in the amount not to exceed \$17,300 using the American Rescue Plan Act money.

Vote: Zembower, Walkama, Graff, Lattanzio - yeas. Motion moves 4-0.

A motion was made by **Mr. Lattanzio** and seconded by **Mr. Graff** to authoriz the mayor to enter into agreement with Cutting Edge Floors to install new floors in the police department at the amount not to exceed \$4,000 and to also utilize the American Rescue Plan Act fund.

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Vote: Zembower, Walkama, Graff, Lattanzio - yeas. Motion moves 4-0.

A motion was made by **Mr. Lattanzio** and seconded by **Mr. Graff** for a resolution pursuant to ordinance 220.01 establishing meeting schedule for the first and third Tuesday of the month at 7:30 p.m.

Vote: Zembower, Walkama, Graff, Lattanzio - yeas. Motion moves 4-0.

16. Second & Third Reading-

DISCUSSION/REMARKS: None.
DISCUSSION/REMARKS: None.

17. Presentation of Bills -

A motion was made by **Mr. Graff** and seconded by **Mr. Lattanzio** to pay the bills.

Vote: Moffie, Walkama, Graff, Lattanzio - yeas. Motion moves 4-0.

18. Questions from the Media -

19. Remarks by Council and the Mayor:

- A. Mr. Thompson- Welcome Mr. Zembower.
- B. Mr. Lattanzio- Good Meeting.
- C. Mr. Zembower- Thank you for everything.
- D. Mr. Moffie- Absent
- E. Mr. Graff- Welcome Mr. Zembower
- F. Mr. Walkama- No Comment.

20. A motion was made by **Mr. Graff** seconded by **Mr. Lattanzio** to adjourn meeting at 8:53p.m.

Vote: Zembower, Walkama, Graff, Lattanzio - yeas. Motion moves 4-0.



January 4th, 2021

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

The next REGULAR MEETING of the Poland Village Council will be **Tuesday, January 18, 2022**. 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
January 4, 2022

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

AGENDA

Designate Farmers Bank of Canfield as Depository for 2022 (RC)

Approve invoice for \$1785 to the Baldwin Group for annual mayors Court
support agreement (RC)

Election of President Pro Tem (JM)

Assignments to Boards and Committees (JM)

Appointment of Executive Officers and Vacancies (if any) (JM)

Discussion of the disapproval of the ARB LED sign replacement ✓
for the clock tower (TC)

Discussion and potential selection of streaming option (AL)

Executive Session (RC)

The Meeting will be held at Poland Village Town Hall, 308 S. Main St, Poland, Oh
44514.

Zoning Report
1-4-2022

1. No new Permits requested or issued.
2. The Architectural Review Board met Monday January 3, 2022. The Historical landmark discussion had at last council was reviewed and its required path from there. The prospect of Certified Local Government was discussed at length. It was noted that it was a consideration in the strategic plan developed for the Village. The result of the discussion was for me to report to the Mayor and Council asking if any discussion has been had on the pros and cons of the issue and that ARB in whole or part would like to be involved in that especially as it relates to historical preservation. They wish to avoid duplication of effort if anything has been started but wish to express their desire to be involved in the discussion and/or process. They also reviewed the decision to disapprove the LED sign application for the clock tower. It was decided by a 4-3 vote primarily as it did not fit the historical character of the village in regards to brightness, number of messages, simulated movement, and hours of operation. The three in favor of approving were based on severe restrictions to attempt to mitigate these factors, but with that type of restriction it was determined, by the Board and applicant who was present, to not be worth the expenditure of funds to replace. A removal of the signage in its entirety was discussed as well as a wider reach of events and announcements could be made by the Village with a greater social media presence. And to address Presidents Thompsons questions. 1. Should the sign be approved? No. 2. Would the sign be approved if it was applied for by an entity other than the Village? No. 3. Would current code allow or should it be rewritten to allow signage of this type? NO. I notified the Board of a stop work order issued to 101 S. Main St. for an unpermitted sign installation and to expect an application and artwork hopefully next meeting. Finally, a discussion of the latest code printing was had concerning the fact that internal illumination of signage on the exterior of commercial structures not being allowed per code was inadvertently removed by an amendment to allow an open sign on the interior of a commercial to be illuminated. I have volunteered to rewrite a code amendment to clarify both issues. . The next Architectural Review Board is scheduled for Monday February 7, 2022 at 7 PM at Village Hall.
3. The next Planning Commission is scheduled for Wednesday January 19, 2021 at 7PM at Village Hall. Items to be put on the agenda will be 12 Poland Manor, Historical landmark legislation proposed by ARB, and the internal illumination signage amendment.
4. Code Enforcement
Maureen has sent out reports of her activities to all via email. Please advise if you did not receive.

Timothy S. Clavin
Poland Village Zoning Administrator

Timothy D. Sicafuse, Mayor

Councilmembers:

J. Michael Thompson –
President

Christopher Graff
Anthony Lattanzio
Samuel Moffie
Michael Zernbower
James Walkama

Robert Canter
Fiscal Officer

VILLAGE OF POLAND

308 South Main Street
Poland, Ohio 44514

Atty. Joseph R. Macejko, Solicitor

Donald Lambert, Chief of Police

Timothy S. Clavin
Zoning Administrator

Maurcen O'Neil
Code Enforcement Officer

Timothy S. Clavin, Street
Commissioner

Susan Guillard
Administrative Assistant

2022 Appointments:

Architectural Review Board: 2 year term

Brian Downie 12/31/23

Margaret Christopher 12/31/23

Rebecca Rogers 12/31/23

Planning Commision: 6 year term

Rex Fisher 12/31/27

Hine Memorial Board: 3 year term

Patti Wanat 12/31/24

Forest Board: 6 year term

Mark Thompson 12/31/27

Street Department Report
1-4-2022

1. Leaf collection Equipment was removed and put away. Extensive repairs will need to be made for next year. Snow removal equipment was installed on 2 of the 3 trucks. The one plow cutting edge will need replaced (we have it in stock). The third truck is being used for cold mix asphalt temporary pot hole patching.
2. The 40 gallon gas water heater at Village Hall went out. We replaced it ourselves for under \$700.
3. A cast iron pipe drain from one of the second floor bathrooms of Village Hall ruptured. The pipe runs thru the basement foundation wall right under a floor joist support column on a load bearing structure. Due to the scope of work and potential for serious complications involved in the repair I suggest hiring a plumber for the work. A quote for \$967 for the repair has been submitted. I suggest a \$1200 Buildings and Lands PO to cover quote and possibly any incidentals uncovered once repair is started. Line will be replaced from wall to new plumbing done when first floor bathroom was added. Street department will do cosmetic work removing and reinstalling paneling and trim in police department to access pipe. I would like permission to proceed with the quoted repair.
4. Christmas decorations are being removed (ones we put up).
5. 36 vacation hours used last week.
6. Scheduling a repair on F550 for a check engine light that comes back to a reductant heater issue in the DEF system. Should be a warranty/recall issue.

Timothy S. Clavin
Working Street Commissioner

