

Poland Village Council
REGULAR SESSION
Tuesday, June 21, 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, June 21, 2022.

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

Mr. Sicafuse calls the caucus to order.

Solicitor Macejko explains to council that the ODOT signal upgrade-final legislation and contract is supplied by ODOT and is their final piece of legislation where we are letting them know we have acquired or in the process of acquiring all parcels of land for the lighting project.

President Thompson asks Gary Diorio to explain to Council how the lighting poles will look. He was wondering will they be simple or very fancy light poles.

Mayor explains that June is Scleroderma Awareness Month.

Solicitor explains that the MOA for paving with Canfield, Struthers, and the Village will hopefully save money. Mr. Diorio explains that many localities are having a hard time finding the money to pave this year due to extremely high costs.

2022 roads to be paved are College Street, Riverside Drive, Centennial Drive, and Nesbitt Street.

2023 roads to be paved are Meadow Lane, Diana, 2nd Street, and Hill Drive.

Envision Group LLC Agreement- Mr. Canter explains that he received an invoice for \$4,000 from Envision for work they did for the School District, and council never approved this. The mayor will contact Envision to investigate this further. Mr. Canter also asks if council wants to approved the additional \$12,744.92 to MS Consultants for work performed in 2021.

Mr. Moffie asks Tim Clavin if street department can do any of the sidewalk repair, and Mr. Clavin informs him that his department is way too busy to do any of the sidewalks.

Canter explains that Chief Lambert would like to promote Thomas Robinson to full time effective 6-19-2022 at a starting rate of \$19.95 per hour.

Mr. Zembower asks if the reports submitted in writing are included in the final minutes and posted online. Mr. Canter informs him they are included.

Mr. Canter informs council he is passing around May's bank reconciliation and today's bank balance. Also informs council that if the Governor rolls back the state gasoline tax, it will greatly hurt the Villages finances.

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Roll Call was taken with the following Members present:

- Mr. Christopher Graff, Member of Council
- Mr. Samuel Moffie, Member of Council
- Mr. Michael Zembower, Member of Council
- Mr. Michael Thompson, Member of Council
- Mr. James Walkama, Member of Council
- OPEN COUNCIL SEAT VACATED BY LATTANZIO

Mr. Timothy Sicafuse, Mayor

Also present were:

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

A motion was made by Thompson and seconded by Graff to excuse Jim Walkama from today's meeting.
Vote: Graff, Zembower, Moffie, Thompson, all YEAS. Motion Carries 4-0.

1. Acceptance of Minutes of Previous Meeting(s)

A motion was made by **Mr. Thompson**, seconded by **Mr. Zembower** to accept the minutes dated 05/17/2022 and 5/26/2022(special meeting).

Vote: Graff, Zembower, Thompson, Moffie - yeas. Motion carries 4-0.

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

Committees

- Blupr: 07/19/2022 @6:45 p.m. Village Hall
- Finance: N/A
- Legislation: 07/19/2022 @6:45 p.m. Village Hall
- Police: 07/19/2022 @6:30 p.m. Village Hall
- Streets: 07/19/2022 @6:30 p.m. Village Hall

Boards and Commissions

- Architectural Review Board 07/11/2022 @ 7:00 p.m. Village Hall
- Planning Commission 06/20/2022 @ 7:00 p.m. Village Hall
- Board of Zoning Appeals N/A
- Western Reserve Joint Fire District 07/13/2022 @ 7:00 p.m. Station 93
- Poland Municipal Forest Board 06/28/2022 @ 7:00 p.m. Village Hall-Regular Meeting
- Hine Memorial Fund Board 07/19/2022 @ 9:00 a.m. Village Hall-Regular Meeting

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Council

First and Third Tuesday monthly. Caucus at 7:00 p.m.
June, July, August meetings are 3rd Tuesday of month.
Regular Meeting at 7:30 p.m. at Poland Village Town Hall
Next Regular Meeting:
Tuesday, July 19, 2022, at Poland Village Town Hall

2. Report from the Mayor- Timothy Sicafuse-

No mayor report.

3. Report from the Fiscal Officer- Robert Canter.

Mr. Canter is still working on switching payroll over to UAN from paychex. Reminds council that Governor may rollback gas tax, so keep that in mind when spending funds. Informs council we will be getting another \$125k in ARPA funds soon, and that out of the \$250k received over the last year, only \$70k is unencumbered.

Canter informs council our police levy brings in \$57k a year and general fund supplements our police department about \$450k a year. Mr. Thompson wants to wait until the Fire Department Levy in November of 2022 and School Levy (probably in 2023) are on the ballot and voted on before Village decides to put on a new levy.

A motion was made by **Mr. Thompson** and seconded by **Mr. Graff** to accept the Fiscal Officer report.
Vote: Graff, Zembower, Thompson, Moffie - yeas. Motion carries 4-0.

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

Mr. Clavin -submitted in writing. See attached. ARB met June 6th, and made recommendation to council to enact historical preservation ordinance in order to protect historic buildings and request an update on historical home list approved by ARB and planning.

Variance denied for pool house on Windemere court. Clavin apologizes for his part in making the error on the approving the zoning permit.

Mr. Zembower asks council if the homeowners whose homes are on the historical home list have been notified or not? Mr. Zembower thinks this list is imposing our will on people who do not want this and is not in favor of the historical preservation ordinance and is not happy that a board can approve his improvements or not approve because he is a historical home owner, who is on the list.

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

Vote: Graff, Zembower, Thompson, Moffie - yeas. Motion carries 4-0.

4. Report from the solicitor- Jay Macejko

Informs council he was working on legislation that is on agenda tonight, the ODOT contract, paving MOU, have had a number of zoning issues, including the pool house issue. BZA voted 4-0 to not approve appeal for a variance of the pool house.

Eminent domain for two parcels (Walgreens and structure across street from Walgreens) have been filed in Court of Common Pleas. These are quick take provisions, where we file complaint, deposit fair market value, and then the project can commence.

A motion was made by **Mr. Graff** and seconded by **Mr. Zembower** to accept the Solicitor report.

Vote: Graff, Zembower, Thompson, Moffie - yeas. Motion carries 4-0.

6. Report from the Chief of Police -

Mr. Lambert-submitted in writing. See attached. Chief talks about Melissa Williams as a potential part time employee. Also wants to purchase 2 Motorola radios at \$3,500 each. These are approximately \$8,000 if we purchased on our own. Chief would like to purchase from the LET fund.

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

Vote: Graff, Zembower, Thompson, Moffie - yeas. Motion carries 4-0.

7. Report from the Street Commissioner- Mr. Clavin - submitted in writing. Would like his repairs to the leaf machine on the next agenda. Celebrate Poland is taking up all the street departments time right now. Has a rather large sewer project on Windemere that he will be working on soon, and will continue to patch roads.

Mr. Moffie asks how many times a week they cut private properties and the Hine fund. Clavin informs him no private lawns have been cut due to the great zoning enforcement of Maureen and that Hine is cut one time per week.

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

Vote: Graff, Zembower, Thompson, Moffie - yeas. Motion carries 4-0.

A motion was made by **Mr. Moffie** and seconded by **Mr. Zembower** to accept the code enforcement officers report submitted in writing.

Vote: Graff, Zembower, Thompson, Moffie - yeas. Motion carries 4-0.

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8. Report from Engineer-liaison (MS Consultants) – Already spoke of all engineering items in caucus.

A motion was made by **Mr. Moffie** and seconded by **Mr. Zembower** to accept the code enforcement officers report submitted in writing.

Vote:; Graff, Zembower, Thompson, Moffie - yeas. Motion carries 4-0.

9. Reports from outstanding committees of council.

A.) Finance, Wage, Audit & Insurance Committee- if Governor rolls back gas tax, Moffie urges all committees to cease spending for a bit to see what is going to happen.

A motion was made by **Mr. Thompson** and seconded by **Mr. Zembower** to accept the Finance, Wage, Audit & Insurance committee report.

Vote:; Graff, Zembower, Thompson, Moffie - yeas. Motion carries 4-0.

B.) Legislation Policy Committee- NA did not meet.

C.) Police and Fire Committee- N/A

D.) Streets, Sidewalks & Drainage Committee-

Mr. Zembower discusses water issues on Johnston and Sheridan corridor(due to water shed) and Water street (due to sanitary sewer issues). Army Corps of engineers have agreed to do a study on Sheridan and Johnston but the study will cost between \$20-\$30k, which we do not have. We have until May 2023 to possibly tap into funds at the State level through Senator Rulli.

A motion was made by **Mr. Thompson** and seconded by **Mr. Moffie** to accept the Street, Sidewalks & Drainage Committee report.

Vote: Graff, Zembower, Thompson, Moffie - yeas. Motion carries 4-0.

A motion was made by **Mr. Thompson** and seconded by **Mr. Moffie** recess the regular meeting and enter into the special meeting for the purpose of electing a council member to fill the vacancy on council. Time is 8:00 pm.

Vote: Graff, Zembower, Thompson, Moffie - yeas. Motion carries 4-0.

A motion was made by **Mr. Thompson** and seconded by **Mr. Graff** adjourn the special meeting and enter into the regular meeting at 8:45 pm.

Vote: Graff, Zembower, Thompson, Moffie - yeas. Motion carries 4-0.

E.) Building, Lands, Utilities, Parks & Recreation Committee- N/A

10. Reports from Boards.

A. Planning Commission- Nothing to report.

B. Board of Zoning Appeals- BZA on 6-20, appeal for variance was denied.
Motion by Zembower, 2nd by Graff to accept BZA report.
Zembower, Graff, Thompson, Moffie, Bosak, all yeas. Motion carries 5-0

C. Architectural Review Board- As discussed in caucus.

D. Forest Board- Nothing to report.

E. Hine Memorial Board- discussed an arborist and some soil samples, and trees to be pruned.

Motion by Moffie 2nd by Graff to accept Hine Memorial Board report.
Zembower, Graff, Thompson, Moffie, Bosak, all yeas. Motion carries 5-0

F. Western Reserve Joint Fire District, Board of Trustees- routine meeting and there will be a levy on November ballot.

Motion by Graff, 2nd by zembower to accept WRJFD report.
Zembower, Graff, Thompson, Moffie, Bosak, all yeas. Motion carries 5-0

11. Reports from Special Committee.

Strategic planning committee will meet July 14, at 7pm, at Village Hall.

12. Communications from Poland Village Residents -

Elinor Zedaker, 70 Poland Manor. Congrats to Abbie Bosak, and thanks Mr. Clavin and his dept. for trimming the overhanging shrubbery that was blocking access to streets.

13. New Business - Mr. Moffie informs council he is the longest tenured council person, with the blessing of council president, he will be moving to board of zoning appeals and Mrs. Bosak will be on the ARB.

14. Old Business – Mr. Zembower would like to fund the Army Corps of engineers study with \$20k of ARPA funds.

15. Motions, Ordinances, and Resolutions –

A motion was made by **Mr. Thompson** and seconded by **Mr. Moffie** to approve a final resolution with respect to the ODOT signal upgrade, the final legislation and contract

Vote: Graff, Bosak, Zembower, Thompson, Moffie - yeas. Motion carries 5-0.

A motion was made by **Mr. Thompson** and seconded by **Mr. Graff** to approve the declaration to recognize the month of June as Scleroderma Awareness Month.

Vote: Graff, Bosak, Zembower, Thompson, Moffie - yeas. Motion carries 5-0.

A motion was made by **Mr. Thompson** and seconded by **Mr. Moffie** to authorize the mayor to enter into a MOU with the councils of Canfield City, Struthers City, and Poland Village regarding the 2022 joint resurfacing program.

Vote: Graff, Bosak, Zembower, Thompson, Moffie - yeas. Motion carries 5-0.

A motion was made by **Mr. Thompson** and seconded by **Mr. Graff** to approve hiring of Thomas Robinson retro to June 19, 2022 at a rate of \$19.95 per hour and grant him one week of vacation effective immediately.

Vote:, Graff, Bosak, Zembower, Thompson, Moffie - yeas. Motion carries 5-0.

A motion was made by **Mr. Thompson** and seconded by **Mr. Moffie** that council authorize the purchase of two police radios from the Law Enforcement Trust fund not to exceed \$7,500.

Vote:, Graff, Bosak, Zembower, Thompson, Moffie - yeas. Motion carries 5-0.

16. Second & Third Reading-

Motion by Thompson, seconded by Graff for a third reading of a resolution authorizing expenditures from the American Rescue Plan Act funds under the standard allowance.

Roll call vote: Thompson, Bosak, Zembower, Moffie, Graff, all yeas. Motion carries 5-0

DISCUSSION/REMARKS: None.

DISCUSSION/REMARKS: None.

17. Presentation of Bills –

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

Vote:, Graff, Bosak, Zembower, Thompson, Moffie - yeas. Motion carries 5-0.

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18. Questions from the Media – NONE

19. Remarks by Council and the Mayor:

- A. Mr. Thompson- Thank you to all 3 candidates who applied and welcome to Abbie.
- B. Mr. Zembower-Welcome Mrs. Bosak
- C. Mr. Moffie- Welcome to Mrs. Bosak. Nice to have a woman back on council.
- D. Mr. Graff- Welcome to council Abbie.

20. A motion was made by **Mr. Graff** seconded by **Mr. Thompson** to adjourn meeting at 9:02 p.m.
Vote: Bosak, Graff, Zembower, Thompson, Moffie - yeas. Motion carries 5-0.


 _____ June 21, 2022
 Robert P. Canter, Deputy Clerk
 Village of Poland, Ohio

*The next REGULAR MEETING of the Poland Village Council will be **Tuesday, July 19, 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.*

REPORT TO COUNCIL 6/21/2022

COUNCIL

1. WE HAVE PROMOTED OFFICER THOMAS ROBINSON TO A FULL TIME POSITION RETRO TO 6-19-22. THIS WAS A REPLACEMENT OF M. SAUERWEIN NOT A NEW SLOT.
2. WE HAVE COMPLETED A BACKGROUND CHECK ON PART TIME APPLICANT, MELISSA WILLIAMS, CURRENTLY WITH NEW MIDDLETOWN PD. WOULD LIKE TO PUT HER ON PART TIME INCASE OF FURTHER DEPT. DEPARTURES.
3. WE HAVE THE OPPORTUNITY, PROVIDED BY POLAND FIRE, TO ACQUIRE A COUPLE MORE PORTABLE POLICE RADIOS AT A SUBSTANCIAL SAVINGS, APPROX 60% OFF. THEY WILL COST \$3,500.00 A PIECE (ORG. PRICE IS \$9,092.00) WE WOULD USE LAW ENF. TRUST FUND MONEY TO DO THIS. BUT NEED AN ANSWER ASAP DUE TO A SHORT WINDOW OF AVAILABILITY.
4. WE HAVE HOPEFULLY COMPLETED ALL THE REPAIRS TO UNIT 5, AWAITING PENDING REPAIRS THAT NEEDED FOR UNIT 4 AND 3.

Any you have questions feel free to ask.

Thank you,

D Lambert

REGULAR POLAND VILLAGE COUNCIL MEETING
June 21, 2022

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

AGENDA

Action Items

ODOT Signal Upgrade-Final Legislation and Contract (JM)

Scleroderma Awareness Month Proclamation (TS)

MOA for paving with Canfield (JM)

2023 Street list for paving (JM)

Approval for engineering contract with MS for 2022 paving (JM)

Second and Third Readings

3rd Reading American Rescue Plan Resolution (RC)

Discussion Items/New Business

Envision group LLC agreement (RC)

Hire Thomas Robinson full-time retroactive to June 19, 2022 (RC)

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



Zoning / Permit Report

05/13, 2022 - 06/21/2022

Permit #	Permit Date	Parcel Address	Permit Type	Total Fees
20220023	6/14/2022	101 VENLOE AVE	Construction/Shed	\$70.00
20220022	6/7/2022	101 S MAIN ST	Commercial Permanent Sign	
20220021	6/7/2022	120 S MAIN ST	Commercial Permanent Sign	\$100.00
20220020	6/7/2022	95 W MCKINLEY WAY	Commercial Permanent Sign	\$100.00
20220019	6/3/2022	105 COVER ST	Swimming Pool	\$100.00
20220018	5/31/2022	590 N MAIN ST	Construction/Fence	\$70.00
20220017	5/31/2022	21 JOHNSTON PL	Construction/Shed	\$70.00
20220016	5/20/2022	4 WINDEMERE PL	Demolition	
20220015	5/19/2022	174 N MAIN ST	Zoning Permit	\$70.00
20220014	5/19/2022	17 EDNA ST	Swimming Pool	\$100.00
20220013	5/19/2022	110 RIVERSIDE DR	Fence	\$70.00
				\$750.00

Total Parcels: 13

06/21/2022



**Zoning Report
6-21-2022**

1. The Architectural Review Board met Monday June 6, 2022. Four items were discussed. Sign permit for 122 S. Main St. House of Benny's was approved. Sign Permit for 25 W. McKinley Way had one of the two signs approved. 101 S. Main St. Oh Donut presented an application with 3 signs. The window awning only was approved subject to submission of acceptable agreed upon sizing. And finally the owner of 101 S. Main was present to discuss free standing sign for the building to list all tenants without signage. He was instructed to submit appropriate artwork and application for next meeting. The next Architectural Review Board is Monday July 11, 2022 at 7:00 PM which was moved from July 4, 2022 due to the holiday. The sign for 101 S. Main St. is currently the only item on the agenda. The Board also made a formal recommendation to council to enact a historic preservation ordinance in order to protect historic buildings and also to request update on historic building list approved by both ARB and Planning.
2. The next Planning Commission meeting for Wednesday May 18, 2022 was cancelled. The next planning commission meeting is Wednesday July 20, 2022 at 7 PM at Village Hall. A replat for the 62 Water Street proposed property will be on the agenda.
3. The Board of Zoning Appeals met last night Monday June 20, 2022 to consider the appeal and variance request submitted for 4 Windemere. Both the appeal and the variance were denied. I would again like to formally and publicly offer my sincerest apologies to the Village and more importantly the owner for the error made by me in this process.
4. In regards to the proposed house on the east side (Creekside) of S.R. 616 now 62 Water St. This is a private developer that has begun land clearing for a residence he wishes to build on the site. No permit or official plans have been submitted although he has emailed me a non-finalized version which I am reviewing. The owner has been notified that no work may begin within 120 feet of Yellow Creek until all proper permits have been received and approved. He is still working on land acquisition and replatting. And owner was instructed to install double wall silt fencing to protect creek contamination although all work remains 120 feet from creek.
5. Code Enforcement. Maureen continues to be invaluable working cases and has sent out reports.

Timothy S. Clavin Poland Village Zoning Administrator

**Street Department Report
6-21-2022**

1. Need approval to purchase/order \$6,418.81 in repair parts for leaf machine from Best Equipment presented at last Street Committee meeting.
2. Grass cutting on Village owned/maintained properties and Hine.
3. Riverside Park work continues. More work to complete (flagpole repair, painting, sealing and striping parking lot and fence repair).
4. Hot patching of potholes and street repairs in process and will continue as needed.
5. Preparing properties for Celebrate Poland.
6. Tri County Electric electrical upgrade change for conference room at hall is complete.
7. Water line to west side second floor bathroom is plugged. I have discussed a repair solution with Jim Walkama and will proceed with repair after Celebrate Poland.

Timothy S. Clavin
Working Street Commissioner

MOTOROLA SOLUTIONS

Quota Number: 06092022

Billing Address:
 Cardinal Joint Fire District
 104 Lisbon St
 Canfield, OH 44406

Quote Created By:
 Dan Arnold
 darnold@bandconnm.com

Customer: Cardinal Joint Fire District
 Contact Name: Conner O'Halloran
 Contact Email: cohalloran@cardinaljointfire.com
 Contact Phone: 330-719-9037

Currency: USD

Payment Terms: 30 NET
 Terms and Conditions: none
 Contract: STS-573077-0

Item #	Part Number	Description	QTY	Unit Price	Net Price	Tax	Freight	Total Price
APX™ 8000 Series								
2	H91TG09PW6AN	APX 8000 ALL BAND PORTABLE MODEL 2.5.	6	\$9,032.00	\$54,552.00	\$3,500.00		\$21,000.00
2a	QA01648AA	ADD: HW KEY SUPPLEMENTAL DATA.	6					
2b	QB06CB	ADD: ASTRO DIGITAL CAI OPERATION.	6					
2c	Q361AN	ADD: P25 9500 BAUD TRUNKING.	6					
2d	Q667BB	ADD: ADP ONLY (NON-P25 CAP COMPLIANT) (US ONLY).	6					
2e	Q58AL	ADD: 3Y ESSENTIAL SERVICE.	6					
2f	QA01767AB	ADD: P25 LINK LAYER AUTHENTICATION.	6					
2g	QA05509AA	DEL: DELETE UHF BAND.	6					
2h	H388S	ADD: SMARTZONE OPERATION.	6					
Standalone Items								
5	NNTN8860A	CHARGER, SINGLE-UNIT, IMPRES 2, 3A, 11.5VAC, US/NA.	6	\$169.56	\$1,017.36	\$127.17		\$753.02
7	PMMN4062AL	AUDIO ACCESSORY-REMOTE SPEAKER MICROPHONE, IMPRES 5 RSM, NOISE CANC. EMERGENCY BUTTON 3.5MM JACK IP54.	6	\$117.70	\$706.20	\$88.28		\$529.68
Product Services								
9	LSV00Q00202A	DEVICE PROGRAMMING.	6	\$75.00	\$450.00	\$75.00		\$450.00

Net Total \$22,742.70
 Estimated Tax \$0.00
 Estimated Freight \$0.00
 Grand Total \$22,742.70

