

Poland Village Council
REGULAR SESSION
Tuesday, February 7, 2023

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, February 7, 2023.

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

Mr. Canter now discusses the MS Consultants invoices that total \$21,345 and the Envision invoice for \$2,750. The Envision invoice was for the grant writing for the Forest Trail Connector project (\$1,500), and \$1,250 for Poland Union School RFQ Creation and Development project (Poland Schools paid \$1,250 for this project also). These were never appropriated or approved by council prior the work being performed.

Mr. Moffie would like to use the remaining \$1,800 and have our own employees fix some more sidewalks instead of paying this to MS Consultants. Mr. Thompson informs council he received a 102 page email response from MS Consultants for an email that he sent to MS regarding their billing practices. This is not the kind of response Mr. Thompson would expect from someone who would like to keep the Village as a client.

Mr. Canter discusses the forest trail connector project. Mr. Moffie had motioned to rescind the grant and back out of the project. This was tabled last meeting and now must be on the agenda. Mr. Moffie inquires who would be in charge of the Trail Connector Project. Mayor Sicafuse informs Moffie that he is in charge of the project. Mr. Graff informs council this is a reimbursable grant and the village will need to pay all costs up front and be reimbursed 80% up to \$150,000 total. Mr. Graff asks Mark Thompson to engage council with what he found out with regards to the grant.

Mark Thompson discusses the grant application put together by Envision. Mr. Thompson discussed some changes to the grant application that if council approves will reduce the cost of the project to approximately \$164,000. As the project stands now, MS Consultants has estimated the cost to be upwards of \$235,000.

Mr. Moffie cringes when he hears MS Consultants. He spoke with Senator Rulli and Senator Rulli has agreed to give the Village up to \$50k towards this project out of the State Capital budget. We need to tie the project up in a nice bow and get this project to Senator Rulli. Mr. Thompson has concerns that we don't have a village engineer now. Why can't we test drive engineering firms? Parcel out projects to different firms and see if they are a good fit for the Village. We don't have to give MS every project.

Mr. Walkama inquires if the \$164,000 for the revised project includes engineering, and it does include the cost of engineering.

Pledge is now recited at 7:30.

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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, President of Council
- Mr. James Walkama, Member of Council
- Mrs. Abbie Mozzy Walkama, Member of Council- ABSENT

Mr. Timothy Sicafuse, Mayor

Also present were:

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

A motion was made by **Mr. Thompson**, seconded by **Mr. Moffie** to excuse the Mr. Macejko and Mrs. Bosak from tonight's meeting.

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

1. Acceptance of Minutes of Previous Meeting(s)

A motion was made by **Mr. Thompson**, seconded by **Mr. Graff** to accept the minutes dated 1-17-2023.

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

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

Committees

- Blupr: 2-21-23 6:45 pm Village Hall
- Finance: 2-9-23 6 pm v. hall
- Legislation: TBD
- Police: 3/7/23 @ 6:30 p.m. Village Hall
- Streets: 2/21/23 @6:30 p.m. Village Hall

Boards and Commissions

- Architectural Review Board 3/6/23 @ 7 pm Village Hall
- Planning Commission 2/22/23 @ 7:00 p.m. Village Hall

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Board of Zoning Appeals	<u>NA</u>
Western Reserve Joint Fire District	<u>2/8/23 @ 7:00 p.m. Station 92</u>
Poland Municipal Forest Board	<u>2/28/23 @ 7:00 p.m. Village Hall-Regular Meeting</u>
Hine Memorial Fund Board	<u>3/16/23 @ 9 am Village Hall</u>

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, February 21, 2023 at Poland Village Town Hall

2. Report from the Mayor- Timothy Sicafuse-

Spoke to ACOE and they will be at village hall on 2-21 at 10 am to discuss their findings.

A motion was made by **Mr. Thompson** and seconded by **Mr. Walkama** to accept the Mayor's report.
Vote: Graff, Thompson, Walkama, Moffie, Zembower - yeas. Motion carries 5-0.

3. Report from the Fiscal Officer- Robert Canter.

He passes around the bank statements, payment listing, and fund report. He is working on closing the end of the year and doing payroll.

FO explains the Designation of Depository and that this is a housekeeping item that the Village needs to do. Mr. Thompson has to abstain.

Mr. Canter has received \$48,000 back from the county for the sidewalk grant and needs the advance ordinance passed to move the funds back to the general fund.

Resolution to request advances from the county if funds are available needs passed so the county will forward any funds they have to the village.

The advance of \$1943 to ODNR fund from general fund is needed to meet current obligations incurred on the forest project.

Canter also discusses two quotes for IT contract. One is \$6,400 and the other is \$3,600, and both are from reputable companies. Rob Dunham of Tailored IT discusses his proposal to council.

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Chief Lambert lets council know that one of his new computers are already infected with viruses due to not having an anti virus.

A motion was made by **Mr. Graff** and seconded by **Mr. Moffie** to accept the Fiscal Officer's report.
Vote: Graff, Thompson, Walkama, Moffie, Zembower - yeas. Motion carries 5-0.

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

As submitted in writing.

See included written report.

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

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

5. Report from the solicitor- Jay Macejko

NA

6. Report from the Chief of Police -

NA

7. Report from the Street Commissioner

As submitted in writing.

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

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

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8. Report from Engineer-liaison (MS Consultants) –

NA

9. Reports from outstanding committees of council.

A.) Finance, Wage, Audit & Insurance Committee-
NA

B.) Legislation Policy Committee- NA

C.) Police and Fire Committee- everything is running smoothly and does not need any money at this time.

A motion was made by **Mr. Zembower** and seconded by **Mr. Graff** to accept the Chief of Police report.
Vote: Graff, Thompson, Walkama, Moffie, Zembower - yeas. Motion carries 5-0.

D.) Streets, Sidewalks & Drainage Committee—NA

E.) Building, Lands, Utilities, Parks & Recreation Committee: NA

10. Reports from Boards.

A. Planning Commission- NA

B. Board of Zoning Appeals- NA

C. Architectural Review Board-. 15 W. McKinley way signage was approved and continued discussion related to Historic Preservation ordinance.

A motion was made by **Mr. Moffie** and seconded by **Mr. Graff** to accept the ARB report.
Vote: Graff, Thompson, Walkama, Moffie, Zembower - yeas. Motion carries 5-0.

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D. Forest Board-

Met last Tuesday. The Leadership will remain the same for the year 2023. The projects and volunteer work was discussed. The budget of \$38,500 was approved for the year.

A motion was made by **Mr. Thompson** and seconded by **Mr. Moffie** to accept the Forest Board report.
Vote: Graff, Thompson, Walkama, Moffie, Zembower - yeas. Motion carries 5-0.

E. Hine Memorial Board-

Hine Fund elected Jim Walkama as chair in his absence. The investments have survived market conditions over the last few years better than most. Current balance is about \$840,000. The board approved appropriations of \$25,000 for 2023.

A motion was made by **Mr. Zembower** and seconded by **Mr. Graff** to accept the Hine Fund Board report.
Vote: Graff, Thompson, Walkama, Moffie, Zembower - yeas. Motion carries 5-0.

F. Western Reserve Joint Fire District, Board of Trustees- NA

11. Reports from Special Committee.

Strategic planning will meet on Thursday February 16, 2023 at 7 pm at Village Hall.

12. Communications from Poland Village Residents -

Becky Rudzik- 441 S. Main St., asks council to move the signal poles from their current positions because she doesn't want a big ugly pole in front of her house. A year and a half ago, Russ Beatty agreed to move them, and now the pole is being placed right in front of her house. What happened? Please have the pole moved as promised. She is very upset about the placement of the pole. She expects better from Village government.

Elinor Zedaker- 70 Poland Manor- Sympathizes with Becky Rudzik. Why are there so many lights? The town is going to look polluted with what you are doing with these poles.

Cathy Rudzik-455 S Main St.- Have additional poles been ordered after the original design? Mr. Clavin informs her nothing was changed and the number of poles remains the same. They are on order and

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he's not sure when they are definitely being delivered. Mr. Thompson feels that if we have to order another pole and delay the project, then order the pole and delay the project, we are the customer.

Audrey Madow-1432 Venloe Dr- There are 13 lights out on Venloe and would like them changed. Mr. Clavin informs the community that anyone can call Ohio Edison and let them know a light is out and OE will come and change it.

John Sarano-26 College St.- requests more a police presence on College St. between 7:15-7:30. There are many walkers, including his daughter, and vehicles are speeding up and down College St. at that time making it very dangerous for the walkers. Chief Lambert will take care of the problem. Mr. Sarano also wants someone to elaborate on the outstanding MS Consultants invoices. His understanding is that some of the invoices were not approved, what is the amount of OS invoices? Mr. Thompson informs him the amount is \$27,000. Mr. Sarano wants to know where the breakdown occurred? Were the projects approved or were change orders signed off on? Who gave authorization for the approval of the services in question? Mr. Moffie informs Mr. Sarano that these invoices were never properly vetted and the projects were never approved, and he (Moffie) is against paying these invoices. Mr. Sarano asks when is the last time the engineering services were bid out? Mr. Thompson informs him that he believes it's been about 30 years. The mayor informs the community that we are going to get multiple quotes for engineering services for the year 2023.

Mark Thompson-24 College St.- He is wearing his civilian hat for the moment. He wouldn't like to have the poles blocking his home either.

13. New Business -

Mr. Moffie presents a copy of WE Quicksall engineering contract. Requests council to look at the contract as he is going to make a motion to hire them as the village engineer.

Moffie asks where do we stand on the ABC water district membership? Mayor informs Moffie that he called Jason Loree a few months ago to get the contract so the solicitor can review it, and has not heard back. He will call him again.

Moffie asks if there are minutes from the strategic planning committee? Mayor said there are no minutes that he is aware of. Alyson Dunham has her notes she can present to council if they choose.

14. Old Business -

Mr. Graff wants to remind council that we are going to have to put a police levy on the ballot.

15. Motions, Ordinances, and Resolutions –

Motion by Mr. Walkama and seconded by Mr. Graff to approve an ordinance to appoint Farmers Bank and Key Bank as depositories for the years 2021-2025, wave the 3 readings and declare an emergency.

Roll Call *Vote: Graff, Walkama, Moffie, Zembower – Abstain, Thompson*
Motion carries 4-0-1

Motion by Mr. Walkama and seconded by Mr. Graff to approve the passage of an ordinance to appoint Farmers Bank and Key Bank as depositories for the years 2021-2025, and declare an emergency.

Roll Call *Vote: Graff, Walkama, Moffie, Zembower – Abstain, Thompson*
Motion carries 4-0-1

Motion by Mr. Thompson and seconded by Mr. Graff to waive the three readings for an ordinance to advance \$1,943 from the general fund to the ODNR fund, effective 1-1-23 and declare an emergency.

Roll Call *Vote: Graff, Walkama, Moffie, Zembower, Thompson–*
Motion carries 5-0

Motion by Mr. Thompson and seconded by Mr. Graff for the passage of an ordinance to advance \$1,943 from the general fund to the ODNR fund, effective 1-1-23 and declare an emergency.

Roll Call *Vote: Graff, Walkama, Moffie, Zembower, Thompson–*
Motion carries 5-0

Motion by Mr. Thompson and seconded by Mr. Graff to waive the three readings for a resolution to allow the fiscal officer to request any and all advances of real estate tax for the year 2023 and to declare an emergency.

Roll Call *Vote: Graff, Walkama, Moffie, Zembower, Thompson–*
Motion carries 5-0

Motion by Mr. Thompson and seconded by Mr. Graff for the passage of a resolution to allow the fiscal officer to request any and all advances of real estate tax for the year 2023 and to declare an emergency.

Roll Call *Vote: Graff, Walkama, Moffie, Zembower, Thompson–*
Motion carries 5-0

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Motion by Mr. Thompson and seconded by Mr. Graff to waive the three readings for and ordinance authorizing the repayment of an advance of \$48,191.32 to the general fund(1000) from the Sidewalk repair fund (4907) and to declare an emergency.

Roll Call *Vote: Graff, Walkama, Moffie, Zembower, Thompson-*
Motion carries 5-0

Motion by Mr. Thompson and seconded by Mr. Graff for the passage of an ordinance authorizing the repayment of an advance of \$48,191.32 to the general fund(1000) from the Sidewalk repair fund (4907) and to declare an emergency.

Roll Call *Vote: Graff, Walkama, Moffie, Zembower, Thompson-*
Motion carries 5-0

Motion by Mr. Thompson and seconded by Mr. Graff to enter into a contract with Tailored IT solutions for IT services for the year 2023 in an amount not to exceed \$6,413.93.

Roll Call *Vote: Graff, Walkama, Moffie, Zembower, Thompson-*
Motion carries 5-0

Motion by Mr. Moffie and seconded to deny payment for all MS Consultants invoices. Motion receives no second and dies.

Motion by Mr. Thompson and seconded by Mr. Graff to table the approval or denial of the MS Consultants invoice en-masse, until the 2-21-23 council meeting.

Roll Call *Vote: Graff, Walkama, Thompson- MOFFIE- NO, Zembower ABSTAINS*
Motion carries 3-1-1

Motion by Mr. Thompson and seconded by Mr. Graff to table the discussion of the Forest Trail connector until the 2-21-23 meeting.

Vote: Graff, Walkama, Thompson, Moffie, Zembower YEAS
Motion carries 5-0.

Motion by Mr. Thompson and seconded by to pay the Envision invoice in the amount of \$2,750.

No second, motion dies. Motion withdrawn by Thompson.

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Motion by Mr. Thompson and seconded by Mr. Zembower to pay \$1,500 for the grant writing portion of the Envision invoice for the Forest Trail grant connector project.

Roll Call Vote: *Graff, Walkama Thompson, Zembower YEAS Moffie NO*
Motion carries 4-1.

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. Zembower to pay the bills.

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

18. Questions from the Media - NONE

19. Remarks by Council and the Mayor:

- A. Jim Walkama- NA
- B. Mr Graff- NA
- C. Mr Zembower. Appreciates and respects everyone's decisions
- D. Mr. Moffie— you guys set a bad precedent
- E. Mr. Thompson-NA

Record of Proceedings

Village of Poland, Ohio

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20. A motion was made by Mr. Moffie seconded by Mr. Graff to adjourn meeting at 8:40 p.m.
Vote: Walkama, Graff, Thompson, Moffie, Zembower- yeas. Motion carries 5-0.



February 7, 2023

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

*The next REGULAR MEETING of the Poland Village Council will be **Tuesday, February 21, 2023.** 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.*



**Zoning Report
2-7-2023**

01/18/2023 - 02/07/2023

Permit #	Permit Date	Parcel Address	Permit Type	Total Fees
20230003	2/7/2023	W MCKINLEY WAY	Commercial Permanent Sign	\$100.00
				\$100.00

1. The Architectural Review Board met on Monday February 9, 2023. A sign permit for 15 W McKinley Way XO Bimbi was approved. A discussion was had getting agenda available to public ahead of the meeting and what form that should take. It was also brought up to again ask for minutes of all boards to be posted on village site. Also discussed upcoming Board of Zoning Appeals meeting as well as ascertaining movement of Village Landmark list and any way to assist in its progress. The next Architectural Review Board meeting is Monday March 6, 2022 at 7:30 at Village Hall.
2. The Board of Zoning Appeals will meet Thursday February 16, 2023 at 7PM at Village Hall. Public notice and contiguous property letters have been sent out.

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

THE POLAND VILLAGE BOARD OF ZONING APPEALS WILL HOLD A PUBLIC HEARING FOR A VARIANCE REQUEST SUBMITTED BY OH DONUTS FOR ADDITIONAL EXTERIOR SIGNAGE AT 101 S MAIN ST POLAND, OHIO 44514 PARCEL 36-005-0-094.00-0 IN EXCESS OF CODE ALLOWANCE PER POLAND VILLAGE CODIFIED ORDINANCE 1280.07(C). THE HEARING WILL BE HELD AT POLAND VILLAGE TOWN HALL ON THURSDAY FEBRUARY 16, 2023 AT 7:00 PM. 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

3. The next planning commission meeting is Wednesday February 15, 2022 at 7 PM at Village Hall.
4. I recommend considering reevaluating zoning permit and related fee section as these have not been updated in at least 10 years likely longer. See attached year's end report.
5. Maureen is following up with rental property owners and is still on reduced schedule. Report will follow.

Timothy S. Clavin Poland Village Zoning Administrator

1262.04 ZONING PERMIT AND RELATED FEES.

Zoning and related fees are established or referenced as set forth herein and are not refundable except as otherwise stated herein. The Zoning Administrator shall provide a copy of the Village Zoning Ordinance upon application for any permit, excluding annual renewals of the Business Occupancy Permit, and payment of the applicable fee.

(a) Zoning Permits.

(1) A fee shall be charged for each zoning permit based on actual construction cost as follows: For projects with construction costs up to and including ten thousand dollars (\$10,000), the permit fee shall be seventy dollars (\$70.00); for projects with construction costs exceeding ten thousand dollars (\$10,000), the permit fee shall be seventy cents (\$.70) per one hundred dollars (\$100.00) of construction cost.

(2) At the time of initial issuance of a zoning permit, there shall be collected a fee, computed as provided herein, based on the estimated cost of construction. If the actual cost of construction exceeds the estimated cost, there shall be collected, prior to the issuance of an occupancy certificate, the difference between the fee computed on the basis of actual cost and the amount previously paid.

(3) No permit fee will be refundable.

(b) Zone Change. The permit fee to accompany a request for a zone change shall be five hundred dollars (\$500.00).

(c) Board of Zoning Appeals. The permit fee to accompany a request for a hearing before the Board of Zoning Appeals is two hundred fifty dollars (\$250.00).

(d) Variance Request. The fee accompanying a request for a zoning variance shall be two hundred fifty dollars (\$250.00).

(e) Signs. The fee for all signs requiring a permit is one hundred dollars (\$100.00).

(f) Replat. The fee accompanying a request for a replat shall be one hundred dollars (\$100.00).

(g) Demolition Permit. The fee accompanying a request for a demolition permit shall be one hundred dollars (\$100.00).

(h) Zoning Code. The fee for a complete copy of this Zoning Code is ten dollars (\$10.00).

(i) Zoning Minutes. The fee for zoning minutes is two dollars (\$2.00) per copy.

(j) Antenna Application. The fee for an antenna is fifty dollars (\$50.00) as specified in Sections 1282.02(b)(7) and 1284.03(d).

(k) Business Occupancy Permit. The fee for an initial business occupancy permit, as required by Section 1262.05, shall be twenty-five dollars (\$25.00), which shall be waived if the applicant is required to pay one of the other fees set forth in this section. The fee for an annual renewal of the business occupancy permit as required by Section 1262.05(c) or (d), shall be ten dollars (\$10.00).

(l) All zoning permits and related fees issued by the Village will expire after one year from the time of issuance.

**Street Department Report
2-7-2023**

1. I'm working with Jarvis construction on the traffic light install.
2. Another 3-4 tons of salt used and only about 2.5 hours of overtime used in current pay period due to mild weather. Will be placing 2nd half salt order which should put us in good shape as we started with less carry over this season.
3. Patching and painting at Village Hall for last year's electrical work is complete.
4. Started annual service of Street Department and Hine grass cutting equipment.
5. Block Heater on International quit working. Replaced in house for approximately \$350.00
6. Had a minor repair of a garage door on the Quonset hut up on Meadow Lane for \$125
7. We have a workers comp reportable injury. Employee on light duty. Surgical repair likely.

Timothy S. Clavin
Working Street Commissioner

REGULAR POLAND VILLAGE COUNCIL MEETING
January 17, 2023

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

AGENDA

Action Items

Approve or deny MS Consultants invoices for Stormwater project, army corps of engineers, sidewalk part 2, and approve or deny payment to Envision for their invoice totaling \$2750.(tabled to 2-7-23) (RC) ✓

Forest trail connector project (tabled to 2-7-23) (RC)

Designate depository (RC) ✗

Repay advance to general fund from sidewalk fund (RC) ✓

Resolution to request any and all advances from county (RC) ✗

Advance funds to ODNR forest grant fund to pay expenditures (RC) ✗

Second and Third Readings

Discussion Items/New Business

Forest connector (CG)

Introduce W.E. Quicksall and Associates contract to village to be considered to be village's consultant/engineering firm (SM)

Update on joining ABC Water (SM)

Old Business

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