

Poland Village Council  
REGULAR SESSION  
Tuesday, April 18, 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, April 18, 2023.**

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

Mayor opens bid from Joseph Sfara in the amount of \$9,650 for the 2011 GMC Sierra.

Mr. Canter introduces Amy Brenoel who is wanting to fill the position of Clerk of Council. The fiscal officer is currently filing both positions at a salary of \$30,000 annually. Mr. Canter will resign as the clerk of council effective 4-30-2023 and Mrs. Brenoel will be hired effective 5-1-23. Mr. Canter's salary will be reduced to \$26,000 annually and Mrs. Brenoel will be hired at \$4,000 annually. The village will not incur any additional salary costs. Mrs. Brenoel is the full-time attendance secretary at Poland High School, and has been there for 23 years. Her daughter Emma was a part time Poland Village police officer years ago.

Mr. Thompson discusses decorum at council meetings. Small groups can develop an unhealthy dynamic, and over the last few months we have developed that unhealthy dynamic. We shout over each other, interrupt each other, and get into arguments and shouting matches with members of the audience. There is a certain dignity with which public business should be conducted. This is not directed at any particular individual, he believes that he is part of the issue sometimes too. He feels that our conduct as a group over the last few months has been a public embarrassment. Please everyone, reflect on this. Let's make an effort to be more patient and courteous to each other, so we can conduct public business with appropriate dignity.

Mr. Thompson also discusses potential revisions to orders of the day. He believes we can eliminate caucus, eliminate the notification of meetings, consider which reports to discuss for the meetings, eliminate the new/old business section, and possible presentation of guests at the beginning of meetings. He will develop a new draft for orders of the day and present to council and see what their thoughts are.

Mr. Thompson discusses text message communications. Please do not text each other with regards to Village business on your private phones. Once a text message is sent from your private phone, your entire phone loses any expectation of privacy relevant to litigation. You cannot delete anything from your private phone once a text message for village business has been sent on it. Please do not text regarding village business on private phones.

Mr. Canter discusses disposal of surplus items from the maintenance department. The solicitor has the list and will make a resolution for council.

Mr. Canter discusses advances from the general fund and forest levy fund to the ODNR fund for payment of invoices rendered. \$25,699.75 is needed in this fund to pay the current invoices. \$12,849.88 will be advanced from the general fund and \$12,849.87 will be advanced from the forest levy fund.

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Invoices for CXT and Envirosience will also need to be approved. Morris drain service needed to snake the maintenance department drain and will have a PO produced for \$500. One of the maintenance garage doors also need fixed and the cost will be approximately \$400. Fiscal officer also had Blacktop Specialists measure meadow lane and was given specs to him from the contractor as a starting point when council begins to seek quotes to pave it.

Pledge is now recited at 7:30.

**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 Bosak, Member of Council-

Mr. Timothy Sicafuse, Mayor

Also present were:

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

**1. Acceptance of Minutes of Previous Meeting(s)**

NA

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

**Committees**

Blupr:	<u>5-16-23 6:30 pm Village Hall</u>
Finance:	<u>TBD</u>
Legislation:	<u>TBD</u>
Police:	<u>5/2/23 @ 6:30 p.m. Village Hall</u>
Streets:	<u>5/16/23 @6:45 p.m. Village Hall</u>

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**Boards and Commissions**

Architectural Review Board	<u>5/1/23 @ 7 pm Village Hall</u>
Planning Commission	<u>4/19/23 @ 7:00 p.m. Village Hall</u>
Board of Zoning Appeals	<u>NA</u>
Western Reserve Joint Fire District	<u>5/10/23 @ 7:00 p.m. Station 92</u>
Poland Municipal Forest Board	<u>4/25/23 @ 7:00 p.m. Village Hall-Regular Meeting</u>
Hine Memorial Fund Board	<u>5/18/23 @ 9 am Presbyterian Church</u>

**Council**

First and Third Tuesday monthly. Caucus at 7:00 p.m.  
**June, July, August meetings are 3<sup>rd</sup> Tuesday of month.**  
Regular Meeting at 7:30 p.m. at Poland Village Town Hall  
Next Regular Meeting:  
Tuesday, April 18, 2023 at Poland Village Town Hall

**Report from the Mayor- Timothy Sicafuse-**

Margaret Christopher who was long time chair of ARB has stepped down, and Rex Fisher has suggested Mary Tursky to fill the ARB vacancy.

Our annual MS4 report to the EPA was due May 1<sup>st</sup>. We need to get an engineer to do this, we can contact MS Consultants or use one of the three firms who have submitted their qualifications to become our interim engineer.

The Police Levy committee- made up of the Mayor, Fiscal officer, Chief of Police, Sam Moffie, and Allison Dunham.

Engineering Committee- will be comprised of the Mayor, Chris Graff, and Becky Rudzik who is an engineer.

Annual Board of Education breakfast update meeting is on 4-27-23 @ 10:30 am at Dobbins School. Please RSVP to Craig Hockenberry.

A motion was made by **Mr. Graff** and seconded by **Mr. Moffie** to accept the Mayor's report.  
*Vote: Graff, Thompson, Walkama, Moffie, Zembower, Bosak - yeas.*  
*Motion carries 6-0.*

**2. Report from the Fiscal Officer- Robert Canter.**

Passes around March bank reconciliation. As delivered in caucus

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, Bosak - yeas.*  
*Motion carries 6-0.*

**4. Report from the Zoning Administrator Team -**

NA

**5. Report from the solicitor- Jay Macejko**

We received the auditor's certification for the Police Levy just today. He has 2 engineering contracts in hand and waiting for the 3<sup>rd</sup>. Solicitor attends annual training and is the designee for each council member and attends the public records training for everyone. Please pay attention to the email I sent earlier in the day pertaining to record retention and public records act, these are the absolute basics that we must meet. These are the legal standards.

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

*Vote: Graff, Thompson, Walkama, Moffie, Zembower, Bosak - yeas.*  
*Motion carries 6-0.*

**6. Report from the Chief of Police -**

Last week 6 of 7 full time officers participated in active shooter training (ALERT). Allowed our PD to work with other departments in a team based scenario. These would be the teams responding to active shooter events. Our officers did very well with the training. Normally there is a substantial cost for this training, but all fees were waived. Chief is still in talks with a local PD who wants to donate their body cams to us. We need to get our retention capability updated to save the daily camera footage. It wouldn't be more than 2 hours of video per officer per 8 hour shift. A 6 TB server should be more than sufficient to store this footage. Chief would like to move forward with the armory update. He would like to trade in Ruger Mini-14s and update to an AR platform rifle. This is important because every department

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around here has the AR platform. This would enable us to share magazines with other departments should we run short of ammunition during an event.

Poland Schools have requested a second full time officer in the schools. It is currently being filled by a Village officer as a side job where the school pays them directly. The current officer stationed in the school is costing the Village approximately \$12,000 to have them in the school. If we have two officers this cost will be approximately \$24,000. We are going to negotiate with the schools to cover the full cost of the officers while they are working at the schools.

Chief would like to ask council to appropriate the funds from the 2009 Dodge Ram sale \$5,000 and the 2011 GMC truck sale of \$9,650 to the PD to get new computer for the Police vehicles. The current computers have been in use for approximately 12-15 years.

A motion was made by **Mr. Graff** and seconded by **Mrs. Bosak** to accept the Chief of Police report.

*Vote: Graff, Thompson, Walkama, Moffie, Zembower, Bosak - yeas.*

*Motion carries 6-0.*

**7. Report from the Street Commissioner**

NA

**8. Report from Engineer-liaison -**

NA

**9. Reports from outstanding committees of council.**

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

Moffie informs council the 2.5 mil levy will bring in \$168,728 annually, on top of the current Police levy of \$57,000.

A motion was made by **Mrs. Bosak** and seconded by **Mr. Graff** to accept the finance committee report.

*Vote: Graff, Thompson, Walkama, Moffie, Zembower, Bosak - yeas.*

*Motion carries 6-0.*

B.) Legislation Policy Committee-. NA

C.) Police and Fire Committee

NA

D.) Streets, Sidewalks & Drainage Committee—NA

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

Met this evening. Talked about sealing and paving the parking lot, and potentially repairing the front porch, and replacing tress on village hall property that have died over the years and have not been replaced.

A motion was made by **Mrs. Bosak** and seconded by **Mr. Thompson** to accept the BLUPR report.

*Vote: Graff, Thompson, Walkama, Moffie, Zembower, Bosak - yeas.*

*Motion carries 6-0*

**10. Reports from Boards.**

**A. Planning Commission- NA, will meet 4-19-23**

**B. Board of Zoning Appeals- NA**

**C. Architectural Review Board-**

Met last night and had a great discussion regarding village landmarks. ARB members request Jay attend their meeting on Monday May 1, 2023. Discussed sign permit process. They need a zoning administrator to sign off on zoning permits and approve the sign requests. Mayor informs Mr. Zembower that Maureen has been providing this service and we should temporarily appoint her to fill this position.

Rex Fisher was elected interim chair of ARB.

Mr. Zembower will have the meeting minutes posted promptly with the help of Rob Dunham. He also states that if a sign application is submitted, there are no errors, and no decision is made, the sign application will be automatically accepted.

A motion was made by **Mr. Moffie** and seconded by **Mr. Walkama** to accept the ARB report.

*Vote: Graff, Thompson, Walkama, Moffie, Zembower, Bosak - yeas.*

*Motion carries 6-0*

**D. Forest Board-**

Has not met. But the graffiti has been removed from the comfort station. Mr. Graff is impressed and very grateful to all of the volunteers who donate their time and equipment to use in the forest. Please call the Village office if you would like to volunteer and the village will get in contact with Mark Thompson.

A motion was made by **Mrs. Bosak** and seconded by **Mr. Walkama** to accept the Forest Board report.

*Vote: Graff, Thompson, Walkama, Moffie, Zembower, Bosak - yeas.*

*Motion carries 6-0*

**E. Hine Memorial Board-**

NA

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

NA

**11. Reports from Special Committees.**

Municipal Forest connector plans will be heading down to Senator Rulli tomorrow and we should receive between \$50,000-\$75,000.

**12. Communications from Poland Village Residents –**

Elinor Zedaker-70 Poland Manor- Congrats to Poland Village to being the 6<sup>th</sup> safest community in the State of Ohio. Thank you for considering a second school resource officer. Mrs. Zedaker thanks Mr. Clavin for his service over all of these years and will miss him dearly. He did a wonderful job and will be missed.

Rob Dunham-214 Edna St.- please send all minutes directly to him and he will get them posted timely to the Village website. He also believes the Village needs to revamp our system of conducting the meetings. Informs council a server to store the police camera videos will start around \$2,500 and go up from there.

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**13. New Business -**

Monday 4-24-2023 there will be a police levy meeting at 7 pm

Mr. Zembower asks who is currently in charge of the street department. The Mayor is the current head of the street department.

**14. Old Business -**

**15. Motions, Ordinances, and Resolutions -**

Motion by Mr. Thompson and seconded by Mr. Graff to accept Bob Canter's resignation as clerk of council effective April 30, 2023. Mr. Canter's salary will be reduced by \$4,000 to \$26,000 annually.

*Vote: Graff, Walkama, Moffie, Thompson, Zembower YEAS Bosak-NO*

*Motion carries 5-1*

Motion by Mr. Thompson and seconded by Mr. Graff to offer the position of clerk of council to Amy Brenoel at an annual salary of \$4,000, effective May 1<sup>st</sup>, 2023.

*Vote: Graff, Walkama, Moffie, Bosak, Thompson, Zembower YEAS*

*Motion carries 6-0*

Motion by Mr. Thompson and seconded by Mr. Graff to waive the three readings of an ordinance authorizing the advance of \$12,849.88 from the general fund and an advance of \$12,849.87 from the forest levy fund, to the forest ODNR grand fund, effective March 22,2023 and declaring an emergency.

*Roll Call Vote: Graff, Walkama, Moffie, Bosak, Thompson, Zembower YEAS*

*Motion carries 6-0*

Motion by Mr. Thompson and seconded by Mr. Graff for the passage of an ordinance authorizing the advance of \$12,849.88 from the general fund and an advance of \$12,849.87 from the forest levy fund, to the forest ODNR grand fund, effective March 22,2023 and declaring an emergency.

*Roll Call Vote: Graff, Walkama, Moffie, Bosak, Thompson, Zembower YEAS*

*Motion carries 6-0*

Motion by Mr. Thompson and seconded by Mr. Graff to approve the appointment of Mary Tursky to the vacant seat on the architectural review board.

*Vote: Graff, Walkama, Moffie, Bosak, Thompson, Zembower YEAS*

*Motion carries 6-0*



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Motion by Mr. Thompson and seconded by Mr. Graff to allow the fiscal officer to investigate and authorize the expansion of the email capacity of any member of council or village staff who's email currently is 75% or more full.

*Vote: Graff, Walkama, Moffie, Bosak, Zembower, Thompson YEAS*

*Motion carries 6-0*

Motion by Mr. Thompson and seconded by Mr. Graff that council designate \$14,650, specifically the proceeds of two vehicles the PD sold recently, and the Fiscal Officer to encumber these funds to be used by the pd for future equipment purchases.

*Vote: Graff, Walkama, Moffie, Bosak, Zembower, Thompson YEAS*

*Motion carries 6-0*

Motion by Mr. Thompson and seconded by Mr. Moffie that council authorize the mayor to offer to Maureen O'neil, appointment as acting zoning administrator, at the hourly rate specified in the ordinance under which she was hired

*Vote: Graff, Walkama, Moffie, Bosak, Thompson, Zembower YEAS*

*Motion carries 6-0*

Motion by Mr. Thompson and seconded by Mr. Moffie that in the event Maureen O'neil declines the appointment as acting zoning administrator, that council authorizes the mayor to act as acting zoning administrator until the position is filled.

*Vote: Graff, Walkama, Moffie, Bosak, Thompson, Zembower YEAS*

*Motion carries 6-0*

Motion by Mr. Thompson and seconded by Mr. Moffie that council approve the payment of the invoice presented by CXT Concrete products in the amount of \$40,750. (for the comfort station).

*Vote: Graff, Walkama, Moffie, Bosak, Thompson, Zembower YEAS*

*Motion carries 6-0*

Motion by Mr. Thompson and seconded by Mr. Moffie that council approve the payment of the invoice presented by Envirosience Inc. in the amount of \$699.75.

*Vote: Graff, Walkama, Moffie, Bosak, Thompson, Zembower YEAS*

*Motion carries 6-0*

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Motion by Mr. Thompson and seconded by Mr. Moffie that council approve issuance of a purchase order to Morris Drain service not to exceed \$500.

*Vote: Graff, Walkama, Moffie, Bosak, Thompson, Zembower YEAS*  
*Motion carries 6-0*

Motion by Mr. Thompson and seconded by Mr. Walkama that council approve issuance of a purchase order to repair a maintenance building garage bay door in an amount not to exceed \$200.

*Vote: Graff, Walkama, Moffie, Bosak, Thompson, Zembower YEAS*  
*Motion carries 6-0*

Motion by Mr. Walkama and seconded by Mr. Moffie to approve the purchase of building maintenance items in the amount of \$727.44 from Sam's Club.

*Vote: Graff, Walkama, Moffie, Bosak, Thompson, Zembower YEAS*  
*Motion carries 6-0*

Motion by Mr. Walkama and seconded by Mr. Moffie to approve the sale of the 2011 GMC Sierra 1500 to Joseph Sfara in the amount of \$9,650.

*Vote: Graff, Walkama, Moffie, Bosak, Zembower YEAS Thompson ABSTAINS*  
*Motion carries 5-0-1*

## 16. Second & Third Readings-

### Two Second Readings:

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, Walkama, Thompson, Moffie, Zembower, Bosak - yeas. Motion carries 6-0.*

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**18. Questions from the Media - NONE**

**19. Remarks by Council and the Mayor:**

- A. Jim Walkama-
- B. Mr Graff-
- C. Mr Zembower-
- D. Mr. Moffie—likes the idea of not having caucus
- E. Mr. Thompson-
- F. Mrs. Bosak-

**20.** A motion was made by **Mr. Moffie** seconded by **Mrs. Bosak** to adjourn meeting at 8:26 p.m.

*Vote: Walkama, Graff, Thompson, Moffie, Zembower, Bosak- yeas.*

*Motion carries 6-0.*



April 18, 2023

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

*The next REGULAR MEETING of the Poland Village Council will be **Tuesday, May 2, 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.*



Timothy D. Sicafuse, Mayor

Councilmembers:  
J. Michael Thompson –  
President  
Christopher Graff  
Samuel Moffie  
Michael Zembower  
James Walkarna  
Abbie Bosak

Robert Canter  
Fiscal Officer

**VILLAGE OF  
POLAND**  
**308 South Main Street  
Poland, Ohio 44514**

Atty. Joseph R. Macejko, Solicitor

Donald Lambert- Chief of Police

Zoning Administrator

Maureen O'Neil  
Code Enforcement Officer

Street Commissioner

Susan Guillard  
Administrative Assistant

**Mayor's Report April 18<sup>th</sup>. 2023**

Mary Tursky to fill ARB vacancy -

Annual MS4 due 4/1/23 - *NEED to do*

Police Levy Committee *Mayor, Canter, Lambert, MGR, Alison Dunham*

Engineer Search Committee *Mayor, Graff, Becky Rudzik*

*4-27-23 School having their annual meeting. Just RSVP.  
10:30 am @ Board office @ Bobbs*



Telephone - (330) 757 - 2112  
FAX - (330) 757 - 1680



opening bid - Joseph Stern \$9,650

REGULAR POLAND VILLAGE COUNCIL MEETING  
April 18, 2023

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

**AGENDA**  
**Action Items**

Decorum at Council meetings (MT)

→ Council has developed an unhealthy dynamic - we have been a public embarrassment

Potential revisions to orders of the day (MT)

- Eliminate Caucus
- Eliminate Modification of meetings
- Consider which reports
- Estimate New/old business
- Possible presentation of <sup>Section</sup> guests

**Second and Third Readings**

**Discussion Items/New Business**

Pickup @ 3544

Discussion of text message communications (MT)

Bid openings for vehicles (RC) ✓

Disposal of surplus items from maintenance department (RC)

Advance to ODNR fund from general fund (RC)

**Old Business**

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

