

VILLAGE OF SUGAR BUSH KNOLLS  
NOVEMBER 11, 2019  
COUNCIL MEETING-7:00 P. M.

**MAYOR:** John Guidubaldi  
**SOLICITOR:** Eric Fink  
**CLERK/TREASURER:** William Elder  
**MEMBERS OF COUNCIL**  
Steve Blazer, Jeff Coffee, Elizabeth Hartley,  
Dianne Kauffman, John Palik, and Carlton Sears

**Excused Absence:** Carlton Sears

**Also Present:** Resident Nick Jordan

**AGENDA**

**Call to Order:** Mayor John Guidubaldi called the meeting to order at 7:04 P.M. Roll call was taken and a quorum was present. Mayor Guidubaldi led the Council in the Pledge of Allegiance.

**Minutes:** The minutes from the October meeting were presented. Elizabeth Hartley requested that the paragraph about candidates for the Village's elected positions include discussions the Council had concerning the procedures for filling the open positions. The Clerk/Treasurer will add this information to that section. John Palik motioned to accept the minutes as presented with the correction. Jeff Coffee seconded the motion. The motion was carried unanimously 5-0.

**Reports:** Financial  
The Clerk/Treasurer advised the Council that he had been locked out of the State of Ohio Star Ohio website and was unable to verify the current figures. Because of this, no financials are available for this meeting. The Clerk/Treasurer advised the Council that he will include the October financials in the December Council package.

Bills Payable  
The Clerk/Treasurer presented to Council the bills payable for November with several more regular bills to come in before the end of the month. Elizabeth Hartley motioned to approve the November bills as presented. Dianne Kauffman seconded the motion. The motion was carried unanimously 5-0.

**Comments from the floor:**

Resident Nick Jordan advised the Council that he was interested in serving on Council. Mayor John Guidubaldi reviewed the process he would go through to complete this process. At this time there will be 3 open Council positions for the next Council term starting in January. Council was informed that 3 residents are interested in serving on the new Council.

**Old and New Business:**

**A. Lakes, Grounds, Streets, and Roads:**

**1) Traffic Committee**

Mayor John Guidubaldi advised the Council that this committee has not met since the last Council meeting. Several members of Council stated that they have not seen much parking on Orin Drive recently. Most of the parking is now off of the road in the grass which should help with the traffic flow on Orin Drive.

**2) Violations in the Village**

Council discussed the violations for the property located on State Route 43. Mayor John Guidubaldi advised the Council that Jason Geary, the exterior zoning inspector, will deliver a letter to the property informing the homeowners of the existing violations. Council questioned if security was needed. It was decided not at this time but could be added later if necessary. Jeff Coffee advised the Council that the boat situation has not changed since the last meeting. Council discussed notifying the owners advising them of the Village zoning concerning the boat. Council decided that the Village Solicitor needs to be the one who contacts the homeowners. The Clerk/Treasurer will give the Village Solicitor letterhead for the zoning letter.

**3) Easements**

Jeff Coffee advised the Council that he has been in contact with Jeff Bower and they have walked the path to determine the work needed on the walking path. Mr. Bower is only going to work on the fence and some rock placement until the survey has been completed. Mr. Coffee advised the Council that Mr. Bower gave a cost estimate of around \$3,750.00 for the work that needs to be done.

**4) Lakes**

Resident Nick Jordan mentioned that there was a section of the lake around his property that does not seem to be improving like the rest of the lake. This section does not seem to be getting the extra oxygen that the rest of the of the lake is receiving. Mr. Jordan advised the Council that he has tried to contact the President of Council Carlton Sears concerning this situation. Council questioned if more aeration was needed in this area. Council decided that once President Sears is contacted, Aqua Doc should be consulted concerning this situation.

**5) Portage County Emergency Management**

Elizabeth Hartley stated that this organization is still focused on flu shots. The next meeting will be in March due to the upcoming holidays.

**6) Accepting Amounts and Rates of the Budget Commission**

The Clerk/Treasurer presented to Council the amounts and rates approved by the Budget Commission for the 2020 Budget. The Clerk/Treasurer stated that the inside millage was approved at 4.20 and the outside millage was approved at 8.0. The amount of income that is expected to be generated from this current millage per year is \$99,340; \$37,223 from inside millage or the 4.20 mills and \$62,117 from outside millage or the 8.0 mills. Elizabeth Hartley motioned to suspend the rule requiring three readings of this resolution. Jeff Coffee seconded the motion. The motion was carried unanimously 5-0. Jeff Coffee motioned to accept the amounts and rates approved by the Budget Commission for the 2020 Budget as presented. Dianne Kauffman seconded the motion. The motion, Resolution 2019-09, was carried unanimously 5-0. The Clerk/Treasurer advised the Council that he will get this ordinance to the Portage County Auditor's Office before the end of the month.

**Other committee reports:**

There were none at this time.

**Village Correspondence:**

The mail received for the month of October was available for review.

Attention was called to Council by information received from

**Direction Home. Their purpose is to discuss and implement emergency preparedness for older adults in our community. It was discussed that this organization might be a good resource for the Village in dealing with these issue in the future.**

**To be introduced:**

**Mayor John Guidubaldi advised the Council that he had a meeting with the US Census Bureau this Saturday. Mayor Guidubaldi plans on discussing the problems that the Village dealt with during the last census.**

**Council was informed that there are some grants available through the Portage County Planning Commission and the Village needs to start looking into these options.**

**Council discussed the process of sealing the Village roadways. Several companies were mentioned to contact for this project. EZ Street Asphalt has been used by the City of Kent and Skibiski Asphalt has worked in the past for the Village. Council was informed that Hudson passed a bond issue instead of increasing taxes for the maintenance of their roadways. The Village Solicitor advised the Council that the registered voters in the Village vote for a bond issue and not the land owners.**

**Council discussed creating a Neighborhood Watch for the Village.**

**Council also discussed updating the Village directory due to all of the new families moving into the Village.**

**Birdhouse maintenance is something that is needed before the spring. It was suggested that a company be hired to do the whole process as needed; cleaning, covering, and opening on a timely basis. Jeff Bower was suggested for this project.**

**If was suggested that the residents interested in a Council position be invited to the December Council meeting to discussed the responsibilities for the position and what is expected of Council members. Mayor John Guidubaldi passed out material on each potential Council members.**

**Mayor John Guidubaldi reminded the Council members that the next Council meeting will be held on Monday, December 9 at 7:00 PM.**

**Adjournment:**

**Jeff Coffee moved to adjourn the meeting at 8:57 P. M. The motion carried.**

**Respectfully submitted,**

**William Elder  
Clerk/Treasurer**