

VILLAGE OF SUGAR BUSH KNOLLS  
APRIL 13, 2020  
COUNCIL MEETING-7:00 P. M.

11 River Street, parking garage, Kent, Ohio 44240

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: Jon Stein

AGENDA

**Call To Order:** Mayor John Guidubaldi called the meeting to order at 7:02 P.M. Roll call was taken and a quorum was present. Mayor Guidubaldi led the Council in the Pledge of Allegiance.

**Oath of Office:** Solicitor Eric Fink administered the oath of office to the newly elected Clerk/Treasurer, William Elder

**Minutes:** The minutes of the March 2020 meeting were presented. President of Council Jeff Coffee motioned to accept the minutes as presented. John Palik seconded the motion. The motion was carried unanimously 5-0.

**Reports:** Financial  
The Clerk/Treasurer reviewed the financial statements for the month of March. This review included the monthly reports of the bank reconciliation, the fund status, the cash summary by fund, the revenue status, and the appropriation status reports. The Clerk/Treasurer advised the Council that the bank reconciliation was balanced for the month of March. Elizabeth Hartley motioned to approve the financial reports for March as presented. President of Council Jeff Coffee seconded the motion. The motion was carried unanimously 5-0.

Bills Payable

The Clerk/Treasurer presented the bills payable for the month of April. The Clerk/Treasurer advised the Council that several regular monthly bills have not been received yet. Elizabeth Hartley

**motioned to pay all of the bills for April as presented. Nicholas Jordan seconded the motion. The motion was carried unanimously 5-0.**

**Comments from the floor:**

**There were none at this time.**

**Old and New Business:**

**1) Traffic Committee**

**Mayor John Guidubaldi advised the Council that this committee did not meet since the last Council meeting.**

**2) Violations**

**President of Council Jeff Coffee advised Council that he has received a complaint on the newly installed lights at a residence on Ridgecrest Drive. Mr. Coffee was able to talk to the owner and several options were discussed and agreed upon by both parties to resolve this situation.**

**Council was informed that the property on State Route 43 has done some improvements to the property to help resolve the violations. Everything that is needed has not been done but progress has been made. Council recommended a new letter be sent to the homeowner thanking them for their effort but indicating what work is still required to resolve the violations.**

**Council also requested a letter be sent to the Knuths addressing the lake level controlled by the spillway and the elbow on the south side of his property.**

**Council was informed that some of the trailers in violation of the Village zoning have been moved.**

**Council was advised that the owner of the boat on Lake Martin Drive has still not returned home at this time.**

**3) Easements**

**Mayor John Guidubaldi advised the Council that he is in contact with a surveying company and they are working out details when this work can be completed.**

**4) Lakes**

**Council was advised that closed signs and barriers have been removed and both lakes are available for residents at their own risk.**

The Clerk/Treasurer advised the Council that a letter has been sent to Agua Doc concerning previous billing and sale tax issues. The Clerk/Treasurer requested itemized bills for past and future bills to ensure sale tax is not included.

**5) Ferrara Property**

Village Solicitor Eric Fink sent a letter to the attorney for Mr. and Mrs. Ferrara stating that the Village did not change the course of the flow of water and nothing done created any new issues to the Ferrara property. Will wait for a response from the attorney or the homeowners.

**6) Kandel Property**

The Village has received repair estimates from Skibiski Asphalt for the repairs to Sheppard Drive. Estimate one covered an area 10 X 70 feet and the cost was \$5,675.00, estimate two covered an area of 10 X 271 feet and the cost was \$10,500, and estimate three covered an area 19 X 275 feet and the cost was \$15,800.00. Council agreed to send the cost estimates to the property owners and wait for their response. There is also sediment from this property flowing into Lake Roger when it rains. This issue will also be included in the letter to the property owners. Pictures of the Sheppard Drive property and the roadway in front of the property have been taken for future reference.

**Other committee reports:**

There were none at this time.

**Village Correspondence:**

Due to the location and the situation, the mail was not available for review at this time.

**To be introduced:**

Council discussed protection of the roadways due to the issues on Sheppard Drive. Council felt construction companies needed to present bonds to the Village before any work can be done. The bond should be in an amount of at least \$100,000.00 and the Village should be listed on the bond. President of Council Jeff Coffee motioned to suspend the rules requiring the three readings of this ordinance. Nicholas Jordan seconded

**the motion. The motion was carried unanimously 5-0. President of Council Jeff Coffee motioned to require a construction bond from construction companies for any work done in the Village for at least \$100,000.00 listing the Village as an insured to protect against damage done to the Village property. John Palik seconded the motion. The motion, Resolution 2020-02, was carried unanimously 5-0.**

**The Clerk/Treasurer advised the Council that he had talked to Charles Keiper about an easement by the Village on his property. Mr. Keiper stated that he had checked the property before he purchased it and there were no easements. He nor his wife has ever agreed to an easement on his property so how is an easement now exist on his property. The Clerk/Treasurer advised Mr. Keiper he will discuss this issue at the next Council meeting. Council suggested a search be done for the easement and find out when and who filed it and then the research can continue from there. Solicitor Eric Fink will also send Mr. and Mrs. Keiper a letter advising them of the actions being taken by the Council.**

**President of Council Jeff Coffee advised the Council that he is sending a letter to the property located at the end of Orin Dive, which is not in the Village, and offer them annexation into the Village. A letter was also sent to the city of Kent and the City of Streetsboro.**

**Council discussed NOPEC grants and sponsorships available that the Village might qualify for. This money might be able to be applied to cost for LED lighting in the Village. The Clerk/Treasurer advised the Council that he asked Carlton Sears to look into what is available since he was involved in the last grant the Village obtained from NOPEC.**

**President of Council Jeff Coffee advised the Council that he has looked into online virtual meetings and has been involved in several recently for other organizations. The major disadvantage is that an outsider can bust into the meeting and disrupt the online process. Due to this risk, Mr. Coffee suggested that the actual meetings continue to be held in the garage at Solicitor Fink's office until something changes. Council agreed.**

**John Palik addressed the idea of a walking path connecting Jacobs Lane to the Village at Lake Roger Drive. Council discussed the history of this issue and that the need for cooperation from the homeowners to allow this project to be completed.**

**Council discussed issues the City of Kent is having with transient housing defined as any tenancy or lease agreement for an individual to occupy for a period of less than 180 days. Council was informed of the normal disruptions to the neighborhood with this type of living arrangements. President of Council Jeff Coffee motioned to suspend the rules for the required three readings of this resolution and to declare this as an emergency measure. John Palik seconded the motion. The motion was carried unanimously 5-0. President Jeff Coffee motioned to prohibit transient housing within the Village. The motion was seconded by Nicholas Jordan. The motion, Resolution 2020-03 was carried unanimously 5-0.**

**Mayor John Guidubaldi advised Council that the next meeting will be on Monday May 11th at 7:00 PM probably in the parking garage again.**

**Adjournment:**

**President of Council Jeff Coffee moved to adjourn the meeting at 9:00 P.M. The motion carried.**

**Respectfully submitted,**



**William Elder  
Clerk/Treasurer**