

VILLAGE OF SUGAR BUSH KNOLLS
DECEMBER 14, 2020
COUNCIL MEETING-7:00 P.M.

11 River Street Kent, Ohio parking garage

MAYOR: John Guidubaldi
SOLICITOR: Eric Fink
CLERK/TREASURER: William Elder
MEMBERS OF COUNCIL
Jeff Coffee, Elizabeth Hartley, Nichols Jordan,
Jason Noble, John Palik, and Jon Stein

Excused Absence: John Palik

AGENDA

Call To Order: Mayor John Guidubaldi called the meeting to order at 7:00 P.M. Roll call was taken and a quorum was present. Mayor Guidubaldi led the Council in the Pledge of Allegiance.

Minutes: The minutes of the November 2020 meeting were presented. Jeff Coffee motioned to accept the meeting minutes as presented. Jason Noble seconded the motion. The motion was carried unanimously 5-0.

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

Bills Payable
The Clerk/Treasurer reviewed the bills payable for the month of December. The Clerk/Treasurer reminded the Council that some regular bills still have to come in. There will also be some year-end bills that will be due by the end of the month. President of Council

Jeff Coffee motioned to approve the December bills as presented. Elizabeth Hartley 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**
President of Council Jeff Coffee advised the Council that the missing street sign for Ridgecrest Drive has been replaced.
- 2) Violation Issues in the Village**
Council discussed several violations that has been brought to their attention; a shed on Lake Roger and another one on Pin Oak, neither one has been presented to the Planning Commission. There is also a political sign still up on Ridgecrest Drive. Jon Stein questioned the list of violations he presented to Council several months ago. Council felt several of properties on the list had been resolved but not all of them. Council is continuing to focus on the unresolved violations.
- 3) Easements**
Council was informed that the vacant lot beside the walking path to Lake Martin is up for sale by Mr. and Mrs. Welser. There is a current easement on that property with the association but not with the Village. Council members have been in discussions with Mr. Welser to update the easement to the Village and he has agreed but has never completed the process. Mayor John Guidubaldi requested copies of the easement information we have on that property and if available the new easement information. The Clerk/Treasurer will review his records and present all the materials he can find on this subject to the Mayor before the next Council meeting.
- 4) Lakes**
Mayor John Guidubaldi informed the Council that John Palik was still working on this issue but did not believe anything has been resolved at this time. Will discuss this issue in more detail when John returns at the January meeting.

5) Portage County Emergency Management

Elizabeth Hartley advised that there was supposed to be a meeting but due to the health conditions at this time, it was cancelled. Ms. Hartley will update Council when the meetings start again.

6) Emergency Services Contract

The President of Council Jeff Coffee informed the Council that the contract includes expenses that have nothing to do with providing these services to the Village. President Coffee wanted to discuss with the city how the expenses are figured but due to timing and other issues at this time, it was decided to accept the contract as is and try and address these issues at a later date. These cost have always been included in the previous contracts. Council agreed to accept the contract as presented and pay the first of two installments payments. The Mayor and Clerk/Treasurer will sign the contract and the Clerk/Treasurer will issue the check and send it with the completed contract. Council was reminded that each contract is for a one-year term and these identified expenses will be reviewed before the next contract renewal.

7) 2019 Budget

Mayor John Guidubaldi presented to Council the proposed 2021 Budget. This will be the third and final reading of this ordinance. The Clerk/Treasurer reviewed the figures contained in the budget. Income projected for 2021 is estimated at \$130,500.00 and expenditures are at \$187,000.00 The Clerk/Treasurer reminded the Council that he always projects a deficit because the income is usually projected lower than actual and the expenses are usually projected higher than expected. Jon Stein motioned to approve the 2021 Budget as presented. Nicholas Jordan seconded the motion. The motion, Resolution 2020-08, was approved unanimously 5-0. The Clerk/Treasurer will get the necessary paperwork to the County Auditor.

8) Garbage Disposal Contract

President of Council Jeff Coffee informed the Council that he has made contact with another garbage disposal company. The current contractor for this service, Kimble, does a good job with the routine issues but anytime there are issues or changes needed, it takes forever to resolve. The last issue was adding a house in the Village that already existed but never needed this

service. It took the Clerk/Treasurer 4 weeks and 5 phone calls to add this residence to the route. Mr. Coffee contacted Zehnder Disposal LLC. out of Hartville and presented to Council a fact sheet of their services and their cost. Mr. Coffee informed the Council that this company was very willing to work with and adjust if necessary to the needs of the Village. The Clerk/Treasurer has also been trying to get in contact with Conrad Disposal out of Randolph, Ohio, but so far he has only been able to exchange phone messages. The Clerk/Treasurer should have more information by the January Council meeting. Council was reminded that the current contract with Kimble does not end until August of 2021 so there is time to review options that are available. Council will be kept updated on the progress of this situation.

9) Planning Commission Issues

President of Council Jeff Coffee advised the Council that the Planning Commission is having issues with projects being started in the Village that need to be first presented to the Planning Commission. These project violations are only discovered after the fact by a Council or Planning Commission member noticing the work being done. This issue has been increasing over the last couple of years. To correct this situation, President Coffee presented to Council a resolution increasing fees for the Planning Commission process if the project is done out of sequence, before any approvals have been issued. This should help eliminate complaints from the neighbors, the Planning Commission playing catch up, and the possible worse-case scenario of the project being rejected and needing to be removed from the property entirely. President of Council Jeff Coffee motioned to suspend the rule requiring the three readings of this resolution. Jon Stein seconded the motion. The motioned was approved 5-0. Jon Stein motioned to change the language in the Planning Commission application fee section to include a ~~\$300.00~~ increased fee for any resident not following the correct process for approval of a covered construction project. Council was reminded that this information is readily available on the Village website and the Clerk/Treasurer and Planning Commission members are available for guidance. President of Council Jeff Coffee seconded the motion. The motion, Resolution 2020-09, was approved unanimously 5-0.

250.⁰⁰

Council also reviewed another possible resolution addressing an appeals process for violations under the zoning codes for the Village. This ordinance addressed amendments to section 1199.01 of the Zoning Ordinances and reviewed the process created for the appeals process. Council delayed the vote on this resolution until there was time to review the ordinance and the stated process.

Other committee reports:

There were none at this time.

Village Correspondence:

The mail received during the month of November was available for review.

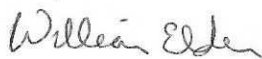
To be introduced

Mayor John Guidubaldi informed the Council that the next Council meeting will be Monday, January 11h at 7:00 PM at the parking garage at 11 River Street or if all the details are worked out as a virtual meeting on the same date and time. Council will be updated on this situation.

Adjournment:

Jon Stein moved to adjourn the meeting at 8:16 PM. The motion carried.

Respectfully submitted,



William Elder
Clerk/Treasurer