

RECORD OF PROCEEDINGS

Minutes of

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held _____ 20 _____

RECORD OF PROCEEDINGS

SPECIAL MEETING

AUGUST 21, 2025

The Special Meeting to discuss the grant application for congestion mitigation & air quality (CMAQ)-traffic signal modernization was called to order at 7:15 PM by Deputy Mayor Mason Nathan Meadows.

Guests: Jim Crouse & Aaron Stoller

Roll Call

All council members present with the exception of Mayor Boldizar.

Motion to excuse Mayor Boldizar was made by Councilwoman Jordan seconded by Councilwoman Coe. All voted yea

Mr. Mytinger stated the village hired GPD to conduct a traffic congestion study regarding the six traffic lights. We feel this would be eligible for CMAQ Grant funding from the Federal level. This would be an 80/20 split. All lights were approved, but one. The light not approved was half in Carroll and half in Stark, but they advised to still apply. The application would be for the replacement of six different traffic lights throughout Minerva. This would also include the system analysis programming, meaning the traffic lights would be able to speak to each other, 2 cameras and wireless internet to allow all the signals to talk to each other. This is a 6-year out program if we are chosen to receive the grant. The CMAQ program requires an 80% federal share with a 20% local match. Based on the total project estimate of \$3,617,370, the Village's share would be approximately \$737,465. The Village would be responsible for costs associated with Preliminary Engineering, Detail Design, Right-of-Way acquisition, and a portion of the construction cost. If awarded, the construction is anticipated in 2031. We would be eligible to apply for OPWC loans for the construction portion.

Councilman Harris asked what warranted unwarranted site distance issue, what does that mean. Mr. Mytinger explained warranted means that the light should be there. Unwarranted light means that light could be taken and no impact on traffic. S. Market/High St. could cause confusion if removed. Councilwoman Jordan asked if this is sustainable with our budget. Mr. Mytinger stated, Patti and himself have looked at our debt retirement and waterlines staying the same. We would apply for OPWC money in 2030 for the project. Councilman Harris confirmed that payments will be made over the years. Mr. Mytinger stated yes. Councilman Harris asked if the \$487,465 could possibly come in at a lower bid, or total. Councilman Meadows stated that far out the number probably could be more. Mr. Mytinger stated that is hard to gage, they try to include inflation. Mr. Mytinger stated we are just applying at this time. Aaron asked if the sensors would be changed to camera based and no cuts in the asphalt. Mr. Mytinger, I believe it all would be censored. Aaron asked if the survey showed a drop in right lane would be beneficial. Mr. Mytinger stated that was not in the study. That would be a bigger project. Aaron stated the light at the High School needs looked at. Traffic was backed up to the Fire Station. Mr. Mytinger stated the system is so old it doesn't have a display.

A motion is in order authorizing GPD Group to submit a Congestion Mitigation and Air Quality Improvement Grant Application through the Stark County Area Transportation Study on behalf of the Village of Minerva for the Minerva Signal System Modernization Project, requiring an estimated local match of \$737,465.00 over fiscal years 2027 through 2031. The authorization is effective immediately to comply with the application deadline of August 22, 2025 was made by Council man Harris seconded by Councilwoman Jordan. All voted yea.

Motion to adjourn was made by Councilwoman Coe seconded by Councilwoman Jordan. All voted yea.

Attest:

Brenda Albaugh Clerk of Council

Mason J. Boldizar Mayor