

Village of Portage, Ohio
Special Meeting Record of Proceedings

9/3/2026

CALL TO ORDER BY: Mayor Mark Wolford at 7:35 PM; Pledge of Allegiance said.

COUNCIL MEMBERS	Heather Amos, Mel Amos, Melissa Amos-James, Craig Ricard, Marcia Wolford
VILLAGE OFFICIALS / EMPLOYEES	Mayor, Mark Wolford
RESIDENTS / NONRESIDENTS	None present

Sidewalk Construction

- **Issue #1: Foos lot driveway, west side of Rt. 25.**
 - No access was planned by ODOT. Mayor looked through Kleinfelder prints at Village Hall showing access was planned. ODOT's response: the ordinance provided for sidewalk work will need to be amended to ensure the parcel address is included. Mayor requested ODOT send a copy of the ordinance with the additional address included for amendment at the Special Meeting. ODOT then called with a solution that would not require an ordinance amendment. Instead a photo of the area was sent at 4pm, The Mayor circled the parcel in question, signed for approval, delivered required copies, then ensured the curb was cut for driveway access.
- **Issue #2: Mecca Apartments 111-117, east side of Rt. 25.**
 - **Cement steps-** Engineers did not notice steps out front were built into the foundation and cannot be removed as originally planned. Old steps not to code and will need to be replaced entirely to do the sidewalk. This will incur extra cost. Mecca apartment owner to call Smith's Cement Co. to arrange the removal and replacement of the steps. Mayor suggested offering to cover part of the cost due to the short notice.
 - **Contingency funds-** May be used to cover the extra cost, but paperwork will stall the project. Melissa Amos-James asked if the Village paid the cost, could the Village be reimbursed from contingency funds. Mayor responded, yes. Mel Amos then explained, the Village could offer to pay half, Mecca pay half, then both are reimbursed through contingency funds.
 - **Motion by Melissa Amos-James to offer to pay half of cost for the removal and replacement of the cement steps out front of Mecca Apartments located on Route 25. Seconded by Heather Amos, all members present voted in favor, motion carried. 5 Yeas, 0 Nays.**
- **Stone Base:** Mel Amos asked about no stone base under sidewalks. Mayor stated, this has been resolved, he was informed by ODOT that the plans did not call for a stone base.
 - Mayor will continue to check in on daily progress and possible issues with project.
 - Arlington Gas called Mayor to inform him they were called by ODOT to OUPS gas lines.

ADJOURNMENT: 8:05 PM. Motion to adjourn by Mel Amos, seconded by Heather Amos. All members present voted in favor, motion carried.

Mayor: William Mark Wolford Date: 9/8/2026.

President of Council: Mel Amos Date: 9/8/2026.