

SERVICE COMMITTEE  
JULY 14, 2009

The July 14<sup>th</sup>, 2009 Service Committee meeting was called to order in Council Chambers at 5:00 p.m. by Mr. Gary Veith, Chairman. Members present were Mr. Veith, Mr. Mike Kuenzli and Mr. Dale Rowe.

Others present included: Scott D. Washburn, Mayor; Aaron Putnam, Wastewater Treatment Plant Supervisor; Dave Westbrook, Water Plant Supervisor; Allen Boes, Street Supervisor; Nancy Lenhart, Water Office Manager; Ken Doseck, School Superintendent; and Linda K. Stansbery, Administrative Assistant.

The following bills were presented:

	<u>STREET</u>	<u>WATER</u>	<u>WWTP</u>	<u>SANITATION</u>
A & A Grocery		\$7.31		
Automated Petroleum	\$1,335.82	\$1,655.87	\$423.00	\$1,900.35
Bell Equipment				\$1,598.54
Bonded Chemicals		\$1,040.80		
Brandstetter Carroll, Inc.		\$1,975.85		
Brown Supply		\$198.10	\$12.75	
Buckeye Truck Center				\$111.00
Bucyrus Road Materials	\$434.42			
Carl Harris Electric		\$65.00		
Cellular Central			\$24.99	
Creative Microsystems, Inc.		\$331.09	\$331.09	\$331.08
County Enviromental			\$2,452.09	\$6,411.19
The Farmers Commission	\$110.00		\$110.00	
Four Seasons Heating & Air			\$130.00	
FedEx		\$16.31		
Fox's Auto Body Inc.		\$400.00		
Ginosko			\$223.00	
Gottfried Electric			\$470.00	
Green Guard				\$28.34
HD Waterworks		\$2,995.28		
Jones Chemicals Inc.		\$178.00		
Jr. Equipment		\$25.06		
Jack Doheny Supplies			\$489.81	
Keaton Welding & Machine	\$165.00			\$70.20
Kokosing Materials	\$456.48			
Kirby's Sand			\$653.83	
L.H. Transport	\$1,462.73			
L & T Danner			\$1,100.00	
Mtech			\$1,440.00	
Makeever & Associates			\$455.00	
New Haven Supply Company			\$520.74	
OE Meyer Co.	\$10.80			
Osburn Associates	\$775.56			
Peacock Water				\$22.00
Pfeifer Hardware	\$177.28	\$286.02	\$12.53	\$140.13
Romich Sales & Services	\$420.96	\$21.54		
S&S porta-johns & septic		\$150.00		
SmartBill		\$631.13	\$631.14	\$631.14
Stiger Precast			\$3,320.00	
UIS Programmable Services		\$947.43		
Unique Paving Materials	\$992.38			
Upper Auto Parts	\$460.48	\$199.55	\$112.39	\$237.11
Visa	\$160.40		\$49.32	
Walmart		\$40.58		
Wilson Tire Company				\$108.00
Wyandot Co. Recycling				\$192.00
<b>TOTALS</b>	<b>\$6,962.31</b>	<b>\$11,164.92</b>	<b>\$12,961.68</b>	<b>\$11,781.08</b>

	<u>GENERAL</u>	<u>POLICE/FIRE</u>	<u>CAPT. IMP</u>	<u>PARK</u>
Automated Petroleum		\$440.25		\$2,039.27
Brown Supply		\$122.12		
Gottfried Electric		\$254.10		\$6.90
Kokosing Materials	\$37.01			
L.H. Transport	\$753.52			
Pfeifer Hardware	\$6.99			\$160.35
Richardson Flowers	\$33.50			
Romich Sales & Services				\$311.88
S&S porta-johns & septic				\$80.00
Streacker Tractor Sales				\$55.75
Unique Paving Materials	\$511.22			
Upper Auto Parts		\$16.75		\$131.96
Visa		\$69.99		
Walmart		\$33.11		\$218.28
<b>TOTALS</b>	<b>\$1,342.24</b>	<b>\$936.32</b>	<b>\$0.00</b>	<b>\$3,004.39</b>
<b>GRAND TOTALS</b>	<b>\$48,152.94</b>			

A motion was made by Mr. Mike Kuenzli, seconded by Mr. Dale Rowe, for the approval and payment of bills totaling \$48,152.94. Upon Voice Vote, all members voted Yes. The Chairman declared the motion carried.

The minutes of the June 23<sup>rd</sup>, 2009 Service Committee meeting, having been mailed to each member, were approved as received.

Dr. Ken Doseck, Superintendent of Schools, addressed the Service Committee requesting relief on the sewer portion of a high water bill due to a recent water main break at the high school. The Service Committee denied this request.

Discussion was held regarding a drainage problem at Mr. & Mrs. Jerry Healea property located at 459 Circular Drive. Mr. & Mrs. Healea have requested the installation of a catch basin on their property to assist with the drainage. The Service Committee denied this request because the City does not install catch basins on private property. It was further noted that the Healea's could install a catch basin at their own expense although the city does not accept any liability if further problems arise.

Discussion was held concerning a request from Dawn Stansbery for connecting to the water and sewer lines on a lot located on Pleasant View Street. The Service Committee noted that an engineering plan must be submitted to the committee for their review.

Discussion was held concerning a proposal from Peterman & Associates Engineering, for a water rate affordability study and possible funding agencies for various projects. The Service Committee rejected this proposal at this time.

Mr. Allen Boes requested permission for various townships to use the service department's equipment for installing handicap spaces. The Service Committee had no objection to this request. It was noted that time and materials would be billed to the appropriate township.

Mrs. Jean Hollanshead, City Auditor, addressed the Service Committee regarding the 2009 budget. Mrs. Hollanshead noted that due to the current economy, the general fund was very low. Mrs. Hollanshead noted that an ordinance will be prepared for Council to change percentages from the capital fund to the general fund.

Discussion was held with Mrs. Hollanshead regarding the procedures for allocations for each city department. It was determined that supervisors will review bills prior to service committee meetings.

At this time, the Service Committee went into executive session to discuss personnel matters. Upon completion of the executive session, the Service Committee reconvened into regular session.

Discussion was held concerning a request from Linda Stansbery, Administrative Assistant, to sell back additional accrued vacation time to the city on her anniversary date in August. The Service Committee authorized this request.

Discussion was held concerning the annual Chamber of Commerce Steak Fry to be held on Wednesday, August 12<sup>th</sup>. It was noted that due to the current economical situation, tickets to employees will not be provided this year.

Discussion was held regarding funding options for the new Water Plant. It was noted that USDA funding would be based on 3.5% for 40 years and OWDA funding would be based on 3.86% for 30 years. The Service Committee reviewed a rate study analysis. A motion was made by Mr. Veith, seconded by Mr. Mike Kuenzli, to recommend to City Council to obtain OWDA funding which would be based on 3.86% for 30 years for the new Water Plant funding. Upon Voice Vote, all members voted Yes. The Chairman declared the motion carried.

Discussion was held concerning water rate increases. The Service Committee proposed new rates at \$10.00 per 1000 gallons (\$6 for Water;\$4 for Sewer); Bulk Water Rates at \$10 per 1000 gallons to be effective January 1<sup>st</sup>, 2010.

Nancy Lenhart, Water Office Manager, reported on the use of credit cards and direct deposit payments for water bills. It was noted that approximately 40 citizens are now using direct deposit.

Discussion was also held regarding the policy for payment after the water has been disconnected. The Service Committee determined that customers are responsible for past due bills; reconnect fees and current amount due before reconnection of services.

Mayor Washburn reported that a Town Hall meeting is tentatively scheduled for Thursday, August 6<sup>th</sup>, 2009 at the Artz Pavilion in Harrison Smith Park.

Discussion was held regarding various maintenance items. These items included the pump station at CCX, a vacation request which will be forwarded to the Law Director, and engineer fees for recent meetings with Brandstetter and Carroll.

There being no further business, the meeting was adjourned.

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Linda K. Stansbery, Administrative Assistant

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Gary Veith, Chairman