

SERVICE COMMITTEE  
NOVEMBER 10, 2009

The November 10<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; David Westbrook, Water Plant Supervisor; Allen Boes, Street Department Supervisor; 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		\$48.14	\$48.14	\$48.14
Best Equipment	\$1,298.18			
Bonded Chemicals		\$11,004.98		
Buckeye Ready-Mix	\$373.13			
Carl R. Harris	\$391.34			
Buckeye Truck Repair			\$80.00	\$260.00
County Enviromental			\$2,130.26	\$7,148.95
Fastenal				\$163.52
Ginosko Laboratories			\$118.00	
Gottfried Electric	\$160.00	\$56.80	\$245.00	
HD Waterworks Supply		\$2,257.37		
Heritage Cooperative	\$10.75	\$290.10		
Ka Steel Chemicals		\$7,095.32		
L & T Danner			\$500.00	
McGuire Automotive Sales				\$1,043.00
Mtech			\$2,500.00	
Neptune Equipment				
Company		\$765.00	\$765.00	
New Haven Supply			\$125.11	
OE Meyer Co.	\$11.16			
Omega Balance Service			\$214.95	
Pfeifer Hardware	\$99.74	\$78.03	\$122.88	\$90.08
Romich Sales & Service	\$36.00	\$15.60		
S & S Porta-Johns		\$150.00		
Sm Fabrication, LLC	\$419.81			
SmartBill		\$507.83	\$507.83	\$507.84
Sound Systems, Inc.				\$271.25
Streacker Tractor Sales	\$496.24			
Superior Business				\$120.18
Trey & Raven Clark	\$22.50	\$22.50		
Wilson Tire Company			\$625.50	\$630.48
Wyandot Tractor & Imp.	\$34.75			
<b>TOTALS</b>	<b>\$3,353.60</b>	<b>\$22,291.67</b>	<b>\$7,982.67</b>	<b>\$10,283.44</b>
	<u>GENERAL</u>	<u>POLICE/FIRE</u>	<u>CAPT. IMP</u>	<u>PARK</u>
AT & T		\$704.76		
A-1 Printing	\$41.36			
A & A	\$48.14			
Gottfried Electric				\$25.00
Heritage Cooperative			\$270.00	
Pfeifer Hardware	\$50.73	\$107.99		\$39.91
Richardson Flowers	\$70.00			
Romich Sales & Service				\$10.50
Wyandot Tractor & Imp.				\$635.00
<b>TOTALS</b>	<b>\$210.23</b>	<b>\$812.75</b>	<b>\$270.00</b>	<b>\$710.41</b>
<b>GRAND TOTALS</b>	<b>\$44,616.59</b>			

A motion was made by Mr. Mike Kuenzli, seconded by Mr. Dale Rowe, for the approval and payment of bills totaling \$44,616.59. Upon Voice Vote, all members voted Yes. The Chairman declared the motion carried.

The minutes of the October 27<sup>th</sup>, 2009 Service Committee meeting, having been mailed to each member, were approved as received.

Discussion was held with Mr. Dave Westbrook, Water Plant Supervisor, regarding the status of the new water plant project. Mr. Westbrook reported that the project will be advertised on November 23<sup>rd</sup>, 2009 with a pre-bid meeting scheduled for December 22, 2009.

Discussion was held with Mr. Westbrook regarding the status of the Water Tower Project. Mr. Westbrook reported that the electrical engineers were on site. Mr. Westbrook expressed concern to the committee regarding the filling of the water tank in cold weather. Mr. Westbrook noted that the combination of cold weather and the change in water pressure could lead to multiple water leaks.

Mr. Westbrook reported that Mr. Aaron Schoenberger will be attending Class 1 Operator Training. The Service Committee noted that the City would pay for the first attempt for the training for the employee. Any additional attempts would be at the employee's expense.

Discussion was held concerning the policy for new employee's obtaining CDL licenses. The Service Committee noted that the City pays \$150 for the truck rental for this license. Other costs would be the employee's responsibility.

Discussion was held with Mr. Allen Boes, Street Department Supervisor, concerning the North Hazel Street CDBG Project. Mr. Boes noted that the project has been bid and work should proceed as soon as possible.

Discussion was held with Mr. Boes concerning possible energy grants available to the City. Mr. Boes is looking into possible grants for the street, traffic and office buildings.

Discussion was held concerning a request from Mr. Charlie Lambert for a discount for senior citizens on their water bills. The Service Committee noted that a tiered system is not allowed due to Ohio EPA funding requirements.

Discussion was held concerning the possibility of rescheduling of the December 8<sup>th</sup> Service Committee meeting to December 7<sup>th</sup> at 5:00 p.m. The Service Committee had no objections to this request.

Discussion was held with Mr. Aaron Putnam, Wastewater Treatment Plant Supervisor, regarding an annual inspection from Ohio EPA.

Discussion was held concerning the policy for the use of vacation time. It was noted that the current vacation system has created much confusion for the city employees. Clarification is needed as to how much vacation an employee has available for the current employment year versus how much is being accrued for the next employment year. Currently vacation is based on the anniversary date of each employee.

The Service Committee discussed the possibility of creating a system that ran from January 1<sup>st</sup> to December 31<sup>st</sup> of each year so that the employee's vacation could be dumped into the system at the beginning of each year. This may help to clear up the confusion of the current system. The Service Committee determined that a vacation audit be conducted for each employee to clarify the amounts of vacation for each year.

Discussion was held concerning an ordinance to fine residents for raking leaves into the streets. An Ordinance will be drafted concerning this matter.

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