

SERVICE COMMITTEE
DECEMBER 3, 2012

The December 3rd, 2012 Service Committee meeting was called to order in Council Chambers at 5:30 p.m. by Mr. Chad Smith, Chairman. Members present were Mr. Smith, Mr. Hank Latham 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; Dave Schneider, Collection Systems Supervisor; Don Spiegel and Linda K. Stansbery, Administrative Assistant.

The following bills were presented:

	<u>STREET</u>	<u>WATER</u>	<u>WWTP</u>	<u>SANITATION</u>
Automated Petroleum	\$1,248.69	\$239.76	\$160.85	
Alloway		\$1,438.00	\$78.00	
Apple Scientific		\$223.79		
Best Equipment	\$41.84			
Bugners Sewer Septic		\$255.00		
Buckeye Pump			\$2,694.00	
Carl Harris Electric		\$1,624.66		
Carrot Top Ind		\$568.13		
Certified Labs		\$134.10		
Custom Ag	\$69.75			
Eds 24 Hr Service				\$1,122.43
Fastenal	\$63.68	\$139.46		\$34.50
Hach		\$1,976.31		
HD Waterworks		\$292.60		
Heritage	\$95.00			
Kinzua		\$89.50		
Kleem	\$144.86			
KMI	\$1,645.20			
Lucius Door	\$105.00			
NRP Midwest			\$1,395.00	
Olen Corp	\$189.84			
Poggemeyer		\$21,129.76		
Process Solutions		\$3,087.41		
Quill			\$4.49	
SmartBill		\$503.36	\$503.36	\$503.36
Treasurer, Ohio	\$5,200.00	\$180.00		
Trey & Raven Clark	\$150.00			
Hasler		\$50.00	\$50.00	\$50.00
UPS		\$19.29		
Wyandot County Recycling				\$96.00
TOTALS	\$8,953.86	\$31,951.13	\$4,885.70	\$1,806.29
	<u>GENERAL</u>	<u>POLICE/FIRE</u>	<u>CAPT. IMP</u>	<u>PARK/POOL</u>
Automated Petroleum		\$319.47		\$219.19
Angeline Industries	\$796.25			
Buckeye Ready Mix				\$283.88
Clemans Nelson	\$4,237.29			
Fastenal	\$196.12			
Henschen & Assoc.	\$330.00			
Hull & Associates			\$1,920.00	
J&J Sales		\$38.00		
Lexi Nexis	\$31.49			
Makeever	\$215.34			
Office depot	\$57.95			
Perry Corp	\$389.90			
Poggemeyer	\$499.30			
Quill	\$150.42			
RJ Beck	\$595.00			

Thyssenkrupp Elevator	\$835.21			
Hasler	\$2,856.00	\$60.00		
US Chamber of Commerce	\$480.00			
US Bank		\$372.68		
Wyandot County Tax Map	\$16.00			
Wyandot Memorial	\$907.00			
TOTALS	\$12,593.27	\$790.15	\$1,920.00	\$503.07
GRAND TOTAL	\$63,403.47			

A motion was made by Mr. Chad Smith, seconded by Mr. Dale Rowe, for the approval and payment of bills totaling \$63,403.47. Upon Voice Vote, all members voted Yes. The Chairman declared the motion carried.

The minutes of the November 19th, 2012 Service Committee minutes, having been mailed to each member, were approved as received.

Discussion was held concerning disciplinary procedures for the Service Department employees. This matter was tabled.

Discussion was held regarding an annexation agreement between the City of Upper Sandusky and the Board of Trustees for Crane Township which approves of a proposed annexation by Chad and Christine Baker and services to be provided by the City of Upper Sandusky. A motion was made by Mr. Hank Latham, seconded by Mr. Dale Rowe, to recommend to City Council to accept the annexation agreement. Upon Voice Vote, all members voted Yes. The Chairman declared the motion carried.

Discussion was held concerning the cost of water for 2012. A motion was made by Mr. Hank Latham, seconded by Mr. Dale Rowe, to recommend to City Council to increase the water rates by fifty cents (\$.50) per thousand units and to increase sewer rates by fifty cents (\$.50) per thousand gallons, effective April 1st, 2013. It was noted that sanitation rates and bulk water rates will remain the same. The Chairman declared the motion carried.

Mr. Aaron Putnam, Wastewater Treatment Supervisor, reported that a draft long term control plan by Peterman & Associates. It appears the existing storm system can handle a 10 year storm. Sewer separations are necessary in some areas and maximizing flow to the plant and improvements/replacements at the plan are long term.

Mr. Allen Boes, Street Department Supervisor, reported that the installation of a new waterline has begun on Chief and Johnson Streets. Mr. Boes also requested permission to advertise the sale of the grater on gov.com. The Service Committee authorized this advertisement.

At this time, a motion was made by Mr. Chad Smith, seconded by Mr. Dale Rowe, to enter into an executive session to review applications for the service department labor position. Upon Roll Call, all members voted Yes. Upon completion of the executive session the committee resumed into regular session. Interviews for this position will be Monday, December 10th, 2012

There being no further business, the meeting was adjourned.

Linda K. Stansbery, Administrative Assistant

Chad Smith, Chairman