

SERVICE COMMITTEE

March 18, 2013

The March 18, 2013 Service Committee meeting was called to order at 5:30 p.m. in Council Chambers by Chad Smith, Chairman. Service Committee members present were Hank Latham, Dale Rowe, and Chad Smith.

Others present included: Scott Washburn, Mayor; Allen Boes, Street and Sanitation Supervisor; Aaron Putnam, Wastewater Treatment Plant Supervisor; Dave Westbrook, Water Treatment Plant Supervisor; Lyn Makeever, Makeever and Associates; Nancy Lehnhart, Water Office Manager; Don Spiegel; Kyle McColly; Mark Ellis, Law Director; and Sarah Bennett, Clerk.

The following bills were presented:

	<u>STREET</u>	<u>WATER</u>	<u>WWTP</u>	<u>SANIT.</u>
AT & T		80.26		
Air Technologies		2163.15		
Alloway		25.00		
Alloway			88.00	
American Electric Power		44.66		
Automated Petroleum	1790.82	274.62	147.20	259.90
Brown Supply		25.20		
Buckeye Pumps		2375.00		
Bugners Sewer Septic & Portable		255.00		
Carl R Harris Electrical	112.36			
Custom Agri Systems, Inc.	76.33			
Detroit Salt Company	2187.72			
Fastenal	78.65	5.35		39.90
Green Guard First Aid		43.71		
Hach Company		500.00		
Jack Doheny		820.17		
Kleem, Inc.	1245.53			
Lucius Fence			586.94	
McGuire Automotive Inc.		817.70		
Neopost		222.00		
O'Reilly Auto Parts	878.02			
Quill			49.98	
Rall Supply		176.79		
Siemens		4530.00		
US Fire Equipment	68.22			
Wyandot Tractor			17.97	
Total	<u>6437.65</u>	<u>12358.61</u>	<u>890.09</u>	<u>299.80</u>

GENERAL

AT & T	41.68
AT & T Global Services, Inc.	768.97
Automated Petroleum	658.30
Brown Supply	183.43
Clemans Nelson & Associates	5249.51
Daily Chief Union	28.35
Fastenal	25.91
Ford Credit Dept	22672.05
Green Guard First Aid	63.89
Kokosing Materials, Inc.	1761.30
Lexis Nexis	255.62
Lookout Portable Security	1195.00
Makeever & Associates	2246.34
MT Business Technologies	86.50
Medtox Diagnostics, Inc.	142.90
OH Dept of Job & Family Services	1556.84

	<u>GENERAL</u>
O'Reilly Auto Parts	18.07
Peacock Water Conditioning	12.50
Quill	327.77
Rall Supply	89.73
Rea & Associates	1702.00
Roby Company	185.44
Suresource	69.73
Superior Business Solutions	102.44
Wyandot Memorial Hospital	<u>1171.65</u>
Total	40615.92

TOTAL BILLS: \$60,602.07

A motion was made by Mr. Smith, seconded by Mr. Rowe, for the approval and payment of bills totaling \$60,602.07. Upon Voice Vote, all members voted Yes. The Chairman declared the motion carried.

The minutes of the March 4, 2013 Service Committee meeting, having been mailed to each Service Committee member, were approved as received.

Mr. Lyn Makeever, Makeever and Associates, addressed the Service Committee concerning the possible construction of a swale at the reservoir to alleviate water draining onto properties owned by Earl Sayre and Allen Keller. The proposed swale would cover up to 5" of rainfall and the approximate cost for the project is \$95,000.00.

A motion was made by Mr. Latham, seconded by Mr. Rowe, to authorize the Mayor to advertise for bids for a swale at the reservoir as presented by Mr. Makeever. Upon Voice Vote, all members voted Yes. The Chairman declared the motion carried.

Information from the Ohio Department of Transportation for the resurfacing of State Route 53 in 2014 from North Sandusky Avenue north to the intersection of SR 67/CH 47 and from South Eighth Street west to the area of the former AO Smith Building, 750 West Spring Street, as presented at the March 4, 2013 Service Committee meeting, was reviewed. The City's share for this project will be approximately \$100,000.00, with the actual amount to be determined by the State's official estimate which will be calculated in December 2013. The project is scheduled for bid in February 2014. The Ohio Department of Transportation is asking for preliminary legislation to be enacted by City Council and returned to their office by March 29, 2013.

A motion was made by Mr. Smith, seconded by Mr. Rowe, to recommend to City Council to proceed with preliminary legislation for the resurfacing of State Route 53 as proposed by the Ohio Department of Transportation. Upon Voice Vote, all members voted Yes. The Chairman declared the motion carried.

Service Committee members reviewed revisions needed to the language of the contract for refuse service with the Wyandot County Fair Board during the week of the 2013 Wyandot County Fair. It was noted that the Service Committee at their March 4, 2013 meeting approved the rates and number of trips as part of the contract.

A motion was made by Mr. Latham, seconded by Mr. Smith, to approve the revised language for the refuse contract with the Wyandot County Fair Board. Upon Voice Vote, all members voted Yes. The Chairman declared the motion carried.

A date for spring clean up was discussed. Mr. Boes recommended spring clean up be held during the week of April 29, 2013 through May 3, 2013 for residential customers only to be picked up at the same time as their regularly scheduled weekly pick up. Mr. Boes will inquire with the Lions Club as to if they will be picking up appliances.

A motion was made by Mr. Smith, seconded by Mr. Rowe, to hold spring clean up for residential customers during the week of April 29, 2013 through May 3, 2013. Upon Voice Vote, all members voted Yes. The Chairman declared the motion carried.

Mr. Putnam reported that he continues to work with Peterman Associates on the Combined Sewer Overflows (CSOs).

Mr. Putnam stated that signs have been ordered that will be placed along the Sandusky River indicating where the Combined Sewer Overflows (CSOs) enter the river, as required by the EPA.

It was noted that the bid opening for the Northeast Water Quadrant project is scheduled to take place on Thursday, March 21, 2013 at 10:00 a.m. and the bid opening for the Elevated Tank Repainting project is scheduled to take place on Thursday, March 21, 2013 at 10:30 a.m.

Mr. Boes presented specifications for a dump truck chassis and specifications for a dump truck body, to be bid separately.

A motion was made by Mr. Smith, seconded by Mr. Latham, to authorize the advertisements for bids for a dump truck chassis and for a dump truck body. Upon Voice Vote, all members voted Yes. The Chairman declared the motion carried.

Ms. Nancy Lehnhart, Water Office Manager, indicated that she will be ordering bill stock for the year soon and asked if there were any changes the Service Committee wanted. Ms. Lehnhart explained that when there are past due amounts that are due immediately it shows on the bill that the amount is due by the 20<sup>th</sup> of the month. Ms. Lehnhart will inquire with Smart Bill as to a possible solution.

A motion was made by Mr. Smith, seconded by Mr. Rowe, to enter into an executive session to review employment applications. Upon Roll Call, all members voted Yes. The Chairman declared the motion carried. Upon completion of the executive session, the Service Committee reconvened into regular session.

There being no further business, the Chairman declared the meeting adjourned.

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Sarah J. Bennett, Clerk

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Chad Smith, Chairman