

SERVICE COMMITTEE

March 21, 2016

The March 21, 2016 Service Committee meeting was called to order at 5:30 p.m. in Council Chambers by Dale Rowe, Chairman. Service Committee members present were Hank Latham and Dale Rowe. Don Spiegel was absent.

Others present included: Scott Washburn, Mayor; Allen Boes, Street and Sanitation Supervisor; Aaron Putnam, Wastewater Treatment Plant Supervisor; Scott Musgrave, Incoming Water Distribution Supervisor; Aaron Schoenberger, Water Treatment Plant Supervisor; and Sarah Bennett, Clerk.

The following bills were presented:

	<u>STREET</u>	<u>WATER</u>	<u>WWTP</u>	<u>SANIT.</u>
AEP Ohio			23.99	
AEP Ohio		41.06		
Alloway		25.00		
Alloway		84.00		
Alloway			246.80	
AT & T			71.86	
American Water Works		300.00		
Automated Petroleum	93.22	138.74	415.35	274.17
Best Equipment			338.40	
Best Equipment	290.57			
Brohl & Appell	114.80			
Byrd Vault			31.75	
Carl R Harris Electrical		1757.89		
Carl R Harris Electrical	475.95			
County Environmental			4811.05	7895.14
Ed's 24 Hour Service				92.01
Fastenal	8.98	568.61	58.06	594.49
First Aid Now			70.35	
HD Supply		1364.06		
Hach			4410.00	
Heckman Sales			350.00	
Interstate Billing			185.12	
John's Welding & Towing				380.76
Momar			267.61	
Neptune Equipment		783.86		
OH Utilities Protection Serv		4.00		
Osburn Associates	2087.25			
Peterman Associates			9502.50	
Rick's Plumbing		49.00		
Staples		4.04	4.04	
Serwe Implement Muni Sales		118.96		
Thomas Scientific		974.47		
Utilities Instrumentation			640.00	
Verizon Wireless	50.19	90.89	191.27	
Wyandot Co Recycling Cntr				314.00
Total	<u>3120.96</u>	<u>6304.58</u>	<u>21618.15</u>	<u>9550.57</u>
	<u>GENERAL</u>			
Payroll	125859.37			
Income Tax Refunds	4741.51			
AEP Ohio	24232.98			
AT & T	1136.00			
The Ame Group	735.00			
Automated Petroleum	601.59			
Brown Supply	110.01			

	<u>GENERAL</u>
Chad Ward	436.03
Clemans Nelson & Assocs.	175.00
Josh Mandel, OH Treasurer	100.00
The Daily Chief Union	57.65
The Daily Chief Union	107.20
Fastenal	788.25
First Aid Now	333.45
Ford Motor Credit	11864.50
Leanne Frederick	610.79
Lexis Nexis	49.44
Makeever & Associates	288.84
Mark Droll	43.68
Michael Gullifer	141.00
Newell-Johnson Insurance	250.00
Office Depot	325.96
OH Dept of Job and Family	824.00
Osburn Associates	1093.35
P & F Pension Fund	22531.15
Poggemeyer Design Group	398.13
Rae Wessler	57.24
Sandy Seifert	123.34
Sarah Bennett	486.00
Staples	76.93
Staples	215.14
Thomson Reuters	729.55
Verizon Wireless	210.80
Wyandot Co Law Library	<u>1922.95</u>
Total	201656.83

TOTAL BILLS: \$242,251.09

A motion was made by Mr. Latham, seconded by Mr. Rowe, for the approval and payment of bills totaling \$242,251.09. Upon Voice Vote, all members voted Yes. The Chairman declared the motion carried.

The minutes of the March 7, 2016 Service Committee meeting, having been mailed to each Service Committee member, were approved as received.

Service Committee members reviewed the bid tabulation for the bids received for chemicals for the Wastewater Treatment Plant and the Water Treatment Plant. It was noted that prices under these bids take effect on April 1, 2016.

A motion was made by Mr. Rowe, seconded by Mr. Latham, to approve the chemical bids highlighted in green on the attached bid tabulation as the lowest and/or best bids received. Upon Voice Vote, all members voted Yes. The Chairman declared the motion carried.

Service Committee members reviewed a quote obtained by Mr. Boes from Zimmerman Paint Contractors Co., Fremont, Ohio, to paint the lines on the streets at a cost of \$20,496.45. Mr. Putnam indicated that lines on the streets that will be affected by the upcoming Sewer Separation Project will be repainted as part of that project, which should reduce the cost from Zimmerman Paint Contractors. Mr. Boes will contact Zimmerman Paint Contractors to discuss this matter.

A motion was made by Mr. Rowe, seconded by Mr. Latham, to approve the quote received from Zimmerman Paint Contractors Co., Fremont, Ohio, to paint the lines on the streets at a cost not to exceed \$20,496.45. Upon Voice Vote, all members voted Yes. The Chairman declared the motion carried.

Mr. Putnam reported that Mr. Mark Ellis, Law Director, has reviewed the engineering agreement for the upcoming Sewer Separation Project with the attorney representing Peterman Associates and areas of concern in the agreement have been addressed.

It was noted that Peterman Associates will be holding a pre-bid meeting for the upcoming Sewer Separation Project on Wednesday, March 23, 2016 at 10:00 a.m. at the Municipal Building. Potential bidders interested submitting a bid for the project are required to attend. The bid opening for the project will take place on Wednesday, April 6, 2016 at 11:00 a.m.

Mr. Schoenberger reported that he is in the process of obtaining estimates on replacement membranes for the Water Treatment Plant.

Mr. Boes reported that the garbage truck that was recently repaired, now has a front main seal that is leaking. This truck was taken to be repaired and is expected to be back in service later this week.

Mr. Boes also reported that there is a vibration in the street sweeper and this equipment will be taken to Best Equipment to have it checked out.

Mr. Musgrave reported that Underground Utilities, a potential bidder for the Sewer Separation Project, has been conducting test borings.

Mr. Musgrave also reported that Mr. Bruce Brandstetter, Brandstetter Carroll, is currently advertising for bids for the City's 2016 Street Paving Project and the bid opening for this project will take place on April 13, 2016. Mr. Brandstetter will attend the April 18, 2016 Service Committee meeting and present a bid summary for this project and discuss potential water line projects.

Mr. Musgrave further reported on a recent fire of the control panel at the booster station. It has been repaired and additional spare parts were ordered for future repairs, if necessary.

Discussion was held concerning a new vehicle for the Service Departments. Mayor Washburn stated that the purchase of a new truck was budgeted, but a van would be more compatible for the needs of the Water Treatment Plant. Mr. Musgrave indicated that he has inquired with Reineke Motors and has obtained quotes for gasoline and diesel vans and a pick-up truck chassis but he is still waiting on a quote for the bed for the truck. Mr. Musgrave noted that he would prefer a diesel van as it would be more efficient than a gasoline engine primarily due to extended idle times. The cost for a diesel van is approximately \$4,500.00 more than a gasoline van. Mr. Musgrave is still waiting for a reply as to if a diesel van can be serviced locally. Mayor Washburn will contact Reineke Motors to obtain additional information and request a possible test drive of a diesel van.

Mr. Boes shared a notice received from the Ohio EPA indicating that the Compost Facility Annual Report for 2015 was received and reviewed and has been determined to be in compliance.

Mr. Schoenberger indicated that he is working with the Fairboard on options to detect water leaks on the fairgrounds.

A motion was made by Mr. Rowe, seconded by Mr. Latham, to enter into an executive session to discuss employee discipline. 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.

A motion was made by Mr. Latham, 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

Dale Rowe, Chairman