

SERVICE COMMITTEE

April 3, 2017

The April 3, 2017 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, Dale Rowe, and Don Spiegel.

Others present included: Scott Washburn, Mayor; Brad Taylor, Acting Street and Sanitation Supervisor; Aaron Putnam, Wastewater Treatment Plant Supervisor; Aaron Schoenberger, Water Treatment Plant Supervisor; Rick Roberts; Shane Kelly; and Sarah Bennett, Clerk.

The following bills were presented:

	<u>STREET</u>	<u>WATER</u>	<u>WWTP</u>	<u>SANIT.</u>
Aaron Putnam			150.00	
Alloway			12.80	
Alloway		51.80		
Alloway		123.00		
American Fire & Safety	197.00	182.00	196.00	
American Water Works		300.00		
Aqua-Line		840.00		
Automated Petroleum				560.62
Automated Petroleum	359.61	291.98	78.24	574.29
Automated Petroleum	129.75			
Best Equipment			346.88	
Best Equipment	698.61			
Brian Gottfried			150.00	
Bugner's Sewer Septic		182.33		
Carl R Harris Electrical	688.41			
County Environmental			4584.26	8760.41
Custom Agri Systems	402.40	429.85		
Evolution Ag LLC	41.45			
Fastenal	19.21		96.77	58.05
First Communications		6.25		
John's Welding & Towing				88.97
Kemira			3857.61	
Nancy Lehnhart		203.00		
Neptune Equipment		4860.00		
Operator Training			660.00	
O'Reilly Auto Parts	21.36			
Peterman Associates			924.50	
Romich Sales & Service		120.07		
SAL Chemical		456.96		
Schmidt Machine Co.	305.25			
Staples		7.92		
Staples				9.94
Streacker Tractor Sales	64.79	64.79	64.79	
Streacker Tractor Sales	110.34	110.34	110.34	
Unique	1803.00			
Walmart			153.68	
Wilson Tire Co.				141.50
Wyandot Co Recycling Cntr				38.00
Total	<u>4841.18</u>	<u>8230.29</u>	<u>11385.87</u>	<u>10231.78</u>
	<u>GENERAL</u>	<u>CAP. IMP.</u>		
Payroll	122444.09			
Income Tax Refunds	6792.64			
OPERS	54862.53			
Miscellaneous	136184.50			
Miscellaneous	76989.08			
Payroll	116495.31			
Income Tax Refunds	24316.32			
AT & T	1217.25			

	<u>GENERAL</u>	<u>CAP. IMP.</u>
AT & T	68.83	
A-1 Printing	2117.83	
American Fire & Safety	412.00	
Automated Petroleum	366.38	
Carl R Harris Electrical	490.87	
Comp Management	1915.00	
Daily Chief Union	33.80	
Daily Chief Union	32.80	
Guardian	1664.00	
Lakeside Chautauqua		250.00
O'Reilly Auto Parts	47.96	
Rea & Associates	2500.00	
Rea & Associates	800.00	
Richardson's Flowers	161.00	
Richardson's Flowers	100.00	
Romich Sales & Service	37.90	
Staples	277.48	
Staples	135.91	
UPS	7.38	
Wilson Tire Co.	52.00	
Wyandot Co Visitors Bureau	<u>3777.93</u>	
Total	554300.79	<u>250.00</u>

TOTAL BILLS: \$589,239.91

A motion was made by Mr. Spiegel, seconded by Mr. Rowe, for the approval and payment of bills totaling \$589,239.91. Upon Voice Vote, all members voted Yes. The Chairman declared the motion carried.

The minutes of the March 6, 2017 Service Committee meeting, having been mailed to each Service Committee member, were approved as received.

Mr. Shane Kelly addressed the Service Committee requesting relief from a high water bill that was a result of a broken water line that went to the outside water faucet at his residence at 318 South Seventh Street. Service Committee members agreed to look at the area and requested Mr. Schoenberger also look at the area before making a decision on the request.

Discussion was held concerning notification to residents to separate their glass, plastic, aluminum, and paper recycling items at the curb for pick up by the City. It was noted that door hangers are currently utilized. The possibility of including this information on the City's website was discussed. Mr. Spiegel will report on this at the City Council meeting later this evening and request the newspaper publish this information.

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

A motion was made by Mr. Spiegel, seconded by Mr. Latham, to approve the chemical bids highlighted in blue 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 the refuse contract with the Wyandot County Senior Fair Board for the 2017 Wyandot County Fair to be held September 12 – 17.

A motion was made by Mr. Rowe, seconded by Mr. Spiegel, to approve the refuse contract with the Wyandot County Senior Fair Board for the 2017 Wyandot County Fair, with no changes from contract approved in 2016, at a cost of \$5,100.00 for seven trips plus \$675.00 for any added trips and again offer the option of having an additional dumpster delivered on Saturday of the fair at a cost of \$100.00. Upon Voice Vote, all members voted Yes. The Chairman declared the motion carried.

Mr. Schoenberger presented a request from a resident of the 200 block of West Wyandot Avenue for relief from two days of water usage as she claims her water was shut off for two days due to the Sewer Separation Project and she was not notified of the shut off and had to buy bottled water. Service Committee members denied this request.

Mr. Taylor presented a request from NAPA (Washington Auto Parts), 221 South Sandusky Avenue, to eliminate a parking space in front of their carport located across the alley to the north to allow for delivery trucks to access the carport from the street. It was noted that the alley is currently utilized for deliveries and by providing access to the carport from the street this will allow for multiple deliveries at the same time and possibly eliminate some congestion in the area. Service Committee members voiced their objections to this request and it was denied.

Mr. Taylor again suggested a merit raise be given to Mr. Nate Bash, Sanitation Department employee, and indicated that his current rate of pay is \$13.77 per hour. Annual employee evaluations were discussed. Mr. Putnam indicated that his employee evaluations are current. Service Committee members suggested the Human Resource Officer remind the supervisors annually of the need for employee evaluations. Service Committee members requested Mr. Taylor proceed with employee evaluations for employees of the Street and Sanitation Departments.

Mr. Putnam updated the Service Committee on the status of the Sewer Separation Project noting that Underground Utilities are currently working on the laterals on North Seventh Street. The monthly progress meeting was held on Thursday, March 23, 2017 and it was noted that they are preparing to proceed with paving on Wyandot Avenue and Warpole Street as soon as the asphalt companies open for business. A gas leak was experienced last week when a 2" medium pressure line was hit causing a slight delay in construction.

Mr. Schoenberger reported that Aqua-Line will be sounding the entire town in the near future in effort to find any water leaks. The approximate cost for this service is \$6,000.00.

It was noted that the position of Water Distribution Supervisor has been advertised internally and two applicants have submitted applications for the position. Service Committee members agreed to conduct interviews for this position on Thursday, April 6, 2017 at the Water Plant beginning at 5:30 p.m.

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

Sarah J. Bennett, Clerk

Dale Rowe, Chairman