

SERVICE COMMITTEE

August 7, 2017

The August 7, 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 Dale Rowe and Don Spiegel.

Others present included: Scott Washburn, Mayor; Aaron Putnam, Wastewater Treatment Plant Supervisor; Dave Schneider, Collections System Supervisor; Aaron Schoenberger, Water Treatment Plant Supervisor; Brad Taylor, Street and Sanitation Supervisor; Don Thornton, Water Distribution Supervisor; Chanda Neely, Daily Chief Union; and Sarah Bennett, Clerk.

The following bills were presented:

	<u>STREET</u>	<u>WATER</u>	<u>WWTP</u>	<u>SANIT.</u>
AT & T	107.25			
AT & T		134.07		
A & A Grocery	58.88		64.93	
A-1 Printing		491.70	26.41	93.00
AJ's Heavenly Pizza	23.25			
AECOM Technical Services			43898.95	
Alloway		833.00		
Alloway			844.80	
AEP Ohio		68.27		
Bell Equipment Company				4652.00
Bonded Chemicals		6742.07		
Brenda Keller		60.00		
Buckeye Equipment Sales	76.79			
Bugner's Sewer Septic		182.33		
Byrd Vault Company			1380.00	
Carl R Harris Electrical		240.00		
County Environmental			1703.81	8989.78
Culligan of Tiffin		314.00		
David Ross			150.00	
David Schneider			134.00	
L & T Danner Enterprises			700.00	
Fastenal			105.85	
Fastenal			56.45	
Fastenal	30.77			
Fastenal	24.06			
Fastenal	14.99			
Fastenal				55.93
First Aid Now		51.40		
First Aid Now	57.45			
First Communications		6.04		
Flag City Truck				203.42
Fox's Auto Body		1195.20		
GE Analytical		2138.76		
Gottfried Electric			400.00	
HD Supply		231.40		
HD Supply		2691.87		
Jason Allison	34.88			
Jason Allison	97.05			
Koehler Surveying		811.45		
Mark Nutter	385.00			
O'Reilly Auto Parts				83.78
Ohio Utilities Protection		4.00		
Parsell Plumbing		174.82	225.00	
Pfeifer Hardware	211.94	138.54	120.21	5.98
Rall Supply	93.92		61.50	
New Haven Supply			172.48	
Romich Sales & Service		39.90	136.89	

	<u>STREET</u>	<u>WATER</u>	<u>WWTP</u>	<u>SANIT.</u>
Schmidt Machine Co.			751.50	
Smart Bill		526.61	526.61	526.61
Staples		20.96		
Staples			10.30	
Staples	36.22		26.92	66.60
TC Truck & Auto	2266.58			
Thomas Scientific		424.11		
Utilities Instrumentation			1134.09	
Utilities Instrumentation		1392.03		
Visa – 1 <sup>st</sup> Citizens Natl Bank	200.50	299.05	167.00	
Walmart	39.00			
Washington Auto Parts	25.02	50.97	312.87	629.98
Water Solutions Unlimited		2335.40		
William Ohl	214.52			
Wilson Tire Co			379.05	
Wyandot Memorial Hospital			421.00	
Wyandot Co Recycling Cntr				160.00
Wyandot Tractor	4.94		434.24	
Total	<u>4003.01</u>	<u>21597.95</u>	<u>54344.86</u>	<u>15467.08</u>

GENERAL

Payroll	134282.29
Miscellaneous	1898.44
Miscellaneous	1357.31
Payroll	142509.82
AT & T	1217.25
A & A Grocery	204.76
A-1 Printing	807.76
AJ's Heavenly Pizza	83.70
Automated Petroleum	6847.16
Clemans Nelson Assocs.	1855.00
Columbia Gas of Ohio	584.84
Daily Chief Union	77.20
Dean's Trophy House	10.50
First Aid Now	289.72
First Aid Now	47.51
First Aid Now	142.75
First Aid Now	57.85
Fox's Auto Body	606.40
Gottfried Electric	993.60
Guardian	3320.78
Koehler Surveying	829.00
Mayors Association of Ohio	80.00
O'Reilly Auto Parts	33.98
Parsell Plumbing	586.33
Perry Pro Tech	95.93
Pfeifer Hardware	374.87
Rae Wessler	224.70
Rea & Associates	500.00
Richardson's Flowers	376.50
Romich Sales & Service	110.74
Schmidt Machine Co.	70.95
Staples	33.79
Staples	206.94
Staples	1053.46
The Ame Group	3025.00
The Ame Group	289.00
The Ame Group	132.99
The Ame Group	35.00
Thor Works	2879.64
US Resurfacing	31890.84
US Resurfacing	31245.38
Visa – 1 <sup>st</sup> Citizens Natl Bank	71.81

	<u>GENERAL</u>
Walmart	671.85
Washington Auto Parts	127.35
Wilson Tire Co.	21.00
Wyandot Tractor	<u>73.17</u>
Total	372234.86

TOTAL BILLS: \$467,647.76

A motion was made by Mr. Rowe, seconded by Mr. Spiegel, for the approval and payment of bills totaling \$467,647.76. Upon Voice Vote, all members voted Yes. The Chairman declared the motion carried.

The minutes of the July 17, 2017 Service Committee meeting, having been mailed to each Service Committee member, were approved as received.

Mr. Putnam reported that Mr. David Ross obtained his Class I Wastewater Operators license. Mr. Putnam requested Mr. Ross's \$15.00 per month merit raise be approved retroactively to July 30, 2017.

A motion was made by Mr. Spiegel, seconded by Mr. Rowe, to approve a \$15.00 per month merit raise, retroactively to July 30, 2017, for Mr. David Ross for obtaining his Class I Wastewater Operators license. Upon Voice Vote, all members voted Yes. The Chairman declared the motion carried.

Mr. Taylor suggested the week of September 25, 2017 thru September 29, 2017 be set for Fall Clean-Up for residential customers within the City.

Mr. Taylor indicated that issues are being experienced with trash being placed in commercial customers' dumpsters that are designated for free cardboard pick-up. It was noted that if trash is found in these dumpsters, the contents of the dumpster must be hauled to the landfill instead of the recycling center. Service Committee members suggested notification letters be sent expressing their concerns for this matter.

It was noted that due to the Labor Day holiday, the September 4, 2017 Service Committee meeting will be moved to Tuesday, September 5, 2017.

Mr. Schoenberger reported on the results from the leak detection service provided by Aqualine last month. It was noted that a total of sixteen (16) leaks were found with most of the leaks having been repaired including two of the four major leaks. It is estimated that approximately 117,000 gallons of water were being lost per day as a result of these leaks. Mr. Schoenberger suggested leak detection be done annually.

Mr. Taylor indicated that the clutch on one of the Street Department's mowing tractors had to be replaced recently. Mr. Taylor suggested that the Street Department's two mowing tractors be traded in towards the purchase of a new mowing tractor. It was noted that this purchase will need to be addressed in 2018 budget.

Mr. Schneider reported that street paving as part of the Sewer Separation Project is currently underway.

A motion was made by Mr. Rowe, seconded by Mr. Spiegel, to enter into an executive session to discuss employee personnel matters. 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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Dale Rowe, Chairman