

SERVICE COMMITTEE

February 7, 2011

The February 7, 2011 Service Committee meeting was called to order at 5:30 p.m. in Council Chambers by Gary Veith, Chairman. Service Committee members present were Hank Latham, Dale Rowe, and Gary Veith.

Others present included: Scott Washburn, Mayor; Aaron Putnam, Waste Water Treatment Plant Supervisor; Allen Boes, Street and Sanitation Supervisor; Nancy Lehnhart, Water Officer Manager; Marilyn Weatherholtz; Todd Jenkins, Peterman Associates; Scot Swinehart; Don Spiegel; Austin Pierce; Chanda Neely, Daily Chief Union; and Sarah Bennett, Clerk.

The following bills were presented:

	<u>STREET</u>	<u>WATER</u>	<u>WWTP</u>	<u>SANITATION</u>
Alloway		\$147.00		
Altec Parts	\$2,221.38			
Automated Petroleum	\$999.00	\$299.85	\$199.16	\$670.25
Bonded Chemicals, Inc.		\$3,220.07		
Brown Supply Company		\$411.23		
Buckeye Truck Center	\$142.77			
Cargill Salt	\$9,875.37			
County Enviromental			\$5,047.64	\$13,775.81
Fox's Auto Body, Inc.		\$150.00		
Fastenal	\$28.31			\$9.11
Fire Safety Services	\$167.00			
Ginosko Laboratories			\$312.00	
Green Guard		\$52.91		
Gledhill Road Machinery Co.	\$1,064.56			
Grainger			\$111.54	
HD Supply Waterworks		\$336.38		
Jack Doheny Supplies			\$1,091.04	
Jones Chemicals inc.		\$210.00		
Kerr's Auto Service		\$191.84		
Kinzua Enviromental		\$96.00		
Kirbys Sand & Gravel	\$168.70			
L & T Danner Enterprise			\$2,000.00	
New Haven Supply Company		\$70.03		
Newell- Johnson Insurance		\$200.00		
NRP Midwest, LLC			\$1,323.00	
North Central Laboratories			\$407.01	
Operator Training Comm.		\$1,710.00		
Ohio Utilities Protection		\$90.31	\$90.31	\$90.32
Osburn Associates, Inc.	\$2,531.00			
Pfeifer Hardware	\$86.11	\$62.87	\$28.99	\$40.45
Rall's Automotive				\$1,313.73
Rall Supply	\$20.61			
Rarey Roth, Inc.		\$10,043.00		
Romich Sales & Service		\$37.60		
Sarah Bennett		\$89.01	\$89.02	\$89.02
S & S Porta Johns & Septic		\$150.00		
Schilling Propane		\$36.00		
SM Fabrication				\$398.35
Smartbill		\$481.89	\$481.90	\$481.90
Truck Sales & Service	\$915.31			\$34.91
Upper Auto Parts	\$354.88	\$65.00		\$113.82
Wilson Tire Company	\$1,837.00	\$207.40		\$331.95
TOTALS	\$20,412.00	\$18,358.39	\$11,181.61	\$17,349.62

	<u>GENERAL</u>	<u>POLICE/FIRE</u>	<u>CAPT. IMP</u>	<u>PARK</u>
Automated Petroleum	\$35.31	\$193.79		\$255.65
Cargill Salt	\$19,169.84			
The Chamber of Commerce	\$60.00			
Pfeifer Hardware		\$45.71		\$170.13
Romich Sales & Service		\$121.85		
Upper Auto Parts		\$423.16		\$58.27
Wilson Tire Company		\$14.00		
TOTALS	\$19,265.15	\$798.51	\$0.00	\$484.05
GRAND TOTAL	\$87,849.33			

A motion was made by Mr. Rowe, seconded by Mr. Latham, for the approval and payment of bills totaling \$87,849.33. Upon Voice Vote, all members voted Yes. The Chairman declared the motion carried.

The minutes of the January 17, 2011 Service Committee meeting, having been mailed to each Service Committee member, were approved as received.

The minutes of the January 20, 2011 special Service Committee meeting, having been mailed to each Service Committee member, were approved as received.

Mrs. Marilyn Weatherholtz, 333 West Hicks Street, addressed the Service Committee and expressed a complaint due to the increase in water rates. Mr. Veith explained the reasons for the increased rates including the new water plant mandated by the EPA and other related expenses. Ms. Nancy Lehnhart, Water Office Manager, explained Mrs. Weatherholtz's recent water usage and it was determined that Mrs. Weatherholtz may have a water leak in her home. It was noted that the City will check the meter at Mrs. Weatherholtz's home to determine if it is working properly.

Mr. Todd Jenkins, Peterman Associates, presented Service Committee members with results from the Upper Sandusky Sewer System Study performed including inspection and mapping, hydraulic capacity analysis, flow monitoring, and alternatives/analysis and potential options. Mr. Jenkins explained areas of concern and noted these items will be further investigated. Mr. Jenkins indicated that the final report is due to the EPA on October 31, 2011.

City crews were complimented on the job they have done plowing and removing snow.

Mr. Aaron Putnam, Waste Water Treatment Plant Supervisor, reported that Mr. Keith Niederkohr, Waste Water Treatment Plant employee, has successfully acquired his Class II Waste Water Operators license and is eligible for the \$25.00 per month merit wage increase associated with obtaining this license.

A motion was made by Mr. Veith, seconded by Mr. Rowe, to approve a \$25.00 per month merit wage increase to Mr. Keith Niederkohr, Waste Water Treatment Plant employee, for acquiring his Class II Waste Water Operators license. Upon Voice Vote, all members voted Yes. The Chairman declared the motion carried.

Mr. Putnam also noted that Mr. Mike Mosman, Waste Water Treatment Plant employee, has indicated that he will be retiring effective March 31, 2011. Mr. Putnam recommended the Service Committee replace Mr. Mosman's position. Service Committee members discussed the possibility of opening this position to other departments.

A motion was made by Mr. Latham, seconded by Mr. Rowe, to open the upcoming position at the Waste Water Treatment Plant to other departments within the City. Upon Voice Vote, all members voted Yes. The Chairman declared the motion carried.

Mr. Latham shared a sample pay scaled obtained from the Police Department and Service Committee members discussed establishing a pay scale for City labor pool employees (non-operators). Mayor Washburn will obtain current employee hourly wage amounts and present this information to the Service Committee.

Mr. Putnam reported that the invoice to repair the blower at the Waste Water Treatment Plant was received and the cost was \$4,200.00. The Service Committee approved \$2,200.00 for this repair however this cost did not include the bearing housing, it was for the bearings only. The invoice received also included overtime, and after discussion with Peachtree this expense will be eliminated from the invoice. Mr. Putnam noted that the invoice will be revised but will be higher than the \$2,200.00 originally presented and approved for this repair.

Ms. Lehnhart reported on a duplex where the landlord rerouted the plumbing and the water for both units is running through one meter and one tenant is being expected to pay the entire bill. Ms. Lehnhart indicated that the landlord currently owes for outstanding water bills and some of these bills have been assessed on his property taxes while additional bills have accumulated and remain outstanding. Service Committee members agreed to give the landlord thirty (30) days to change the water bill for the duplex over into his name provided all of his past due bills (not including the bills assessed on his property taxes) have been paid in full and he provides the Water Department access to another unoccupied building he owns to shut the water off at that site.

Mr. Allen Boes, Street and Sanitation Supervisor, indicated that Southeastern Equipment will be demonstrating a street sweeper at the City garage on Tuesday, February 15, 2011 at 9:00 a.m.

Mr. Boes expressed his appreciation to the Waste Water Treatment Plant employees for their assistance with snow removal in the downtown area.

Mayor Washburn reported that the City will begin conducting exit interviews for employees leaving or retiring.

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

Sarah J. Bennett, Clerk

Gary Veith, President