

SERVICE COMMITTEE

November 5, 2012

The November 5, 2012 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; Mark Ellis, Law Director; Allen Boes, Street and Sanitation Supervisor; Dave Westbrook, Water Plant Supervisor; Dave Schneider, Collections Systems Supervisor; Don Spiegel; Andrew Roberts; Neal Matterna, Poggemeyer Design Group; and Sarah Bennett, Clerk.

The following bills were presented:

	<u>STREET</u>	<u>WATER</u>	<u>WWTP</u>	<u>SANITATION</u>
ABC Autobody			\$233.80	
Alloway			\$195.00	
A&A	\$63.15	\$35.19	\$35.19	\$35.19
AmeriKan				\$7,273.00
Armbrusters		\$60.00		
Best Equipment				\$1,650.00
Bonded chemicals		\$11,444.43		
Brown Supply		\$239.68		
Bucyrus Road Material				\$202.50
Bonded chemicals	\$843.15	\$843.15		
Carltons	\$109.33			
County Enviromental			\$8,041.39	\$17,569.68
Craun-Liebing			\$300.38	
L&T Danner			\$2,100.00	
Dublin		\$850.00		
Eds 24 Hr Service				\$411.12
Fastenal	\$102.07			\$304.22
Fox & Dole Sales			\$890.41	
Hach		\$249.13		
Hensel Ready Mix			\$169.00	
HD Waterworks		\$1,094.92		
Kirbys Sand & Gravel		\$473.28		
Kerrs Auto	\$61.00			
Koehler Survey		\$574.40		
KMI	\$819.90			
Mar Cor		\$1,445.60		
Momar		\$419.27		
Neptune Equipment		\$1,525.00		
Omega Balance Service			\$114.95	
Peterman			\$10,400.00	
Quill	\$51.57	\$51.57	\$51.57	\$51.57
Rall Supply	\$16.23	\$20.06	\$84.00	
Schilling Propane		\$15.05		
SM Fabrication	\$827.89			
Truck Sales & Service				\$335.28
Terminal Supply	\$660.36			
USA Bluebook			\$6,702.83	
Napa	\$224.00	\$119.42		\$452.01
Verizon	\$44.48	\$59.90	\$40.49	\$40.49
Visa		\$246.98		
Vulcan		\$505.00		
Wilson Tire		\$5.00		\$231.00
WP Kolens		\$1,298.74		
TOTALS	\$3,823.13	\$19,460.15	\$29,318.52	\$28,284.57

	<u>GENERAL</u>	<u>POLICE/FIRE</u>	<u>MUN. CRT</u>	<u>PARK/POOL</u>
A&A	\$243.82	\$263.98	\$131.99	
AT&T		\$768.97		
Carltons				\$6.19

	<u>GENERAL</u>	<u>POLICE/FIRE</u>	<u>MUN. CRT</u>	<u>PARK/POOL</u>
Fastenal	\$64.81			
First Citizens	\$55.00			
Kirbys Sand				\$143.40
MT Business	\$37.04			
Newcomer	\$2,507.50			
Perry	\$891.00			
Quill	\$150.00	\$150.00	\$150.00	\$51.57
Rarey Roth	\$210.00			
Richardson Flowers	\$207.99			
Superior			\$960.48	
Hasler	\$800.00	\$58.00	\$1,000.00	
Verizon	\$40.49	\$40.49		\$44.39
Visa	\$107.94	\$169.04		
Wilson Tire				\$47.00
Walmart	\$35.88	\$47.93	\$2.97	\$42.89
Wyandot County Treasurer	\$114,315.42			
TOTALS	\$119,979.65	\$1,498.41	\$2,245.44	\$335.44

GRAND TOTAL **\$204,945.31**

A motion was made by Mr. Smith, seconded by Mr. Rowe, for the approval and payment of bills totaling \$204,945.31. Upon Voice Vote, all members voted Yes. The Chairman declared the motion carried.

The minutes of the October 15, 2012 Service Committee meeting, having been mailed to each Service Committee member, were approved as received.

Mr. Andrew Roberts addressed the Service Committee concerning his neighbor located at 714 Eulalia Avenue. Mr. Roberts indicated that his neighbor's pipe chimney was replaced with a block chimney but the block chimney should be taller because when the wind blows the smoke from the chimney blows to the ground. Mr. Roberts expressed his concern about what is being burned because of the terrible smell. Mr. Roberts stated that he has discussed the matter with Mr. Kenneth McMillan, Zoning Inspector, and Mr. McMillan noted that the chimney does not violate any City zoning or building regulations. Service Committee members agreed to look at the situation and further discuss the issue at the next Service Committee meeting.

Mr. Neal Matterna, Poggemeyer Design Group, presented the following bids received for the Warpole Street Area Waterline Improvements Project:

Elite Excavating	-	\$498,490.00 (base) \$ 55,995.00 (Alternate 1) <u>\$ 41,895.00</u> (Alternate 2) \$596,380.00 Total
Underground Utilities	-	\$502,920.00 (base) \$ 58,285.00 (Alternate 1) <u>\$ 45,672.50</u> (Alternate 2) \$606,877.50 Total
Helms and Son	-	\$551,112.50 (base) \$ 51,567.00 (Alternate 1) <u>\$ 42,659.25</u> (Alternate 2) \$645,338.75 Total

Mr. Matterna noted that the engineer's estimate for this project breaks down as follows: \$496,000.00 (base) + \$53,000.00 (Alternate 1) + \$47,000.00 (Alternate 2) = \$596,000.00 total. Alternate 1 provides for improvements to the waterline on Church Street, from Hazel to Warpole; and Alternate 2 provides for improvements to the waterline on Wyandot Avenue, from Hazel to Warpole. Mr. Matterna recommended the bid from Elite Excavating be approved for this project including Alternates 1 and 2.

A motion was made by Mr. Latham, seconded by Mr. Rowe, to recommend to City Council to approve the total bid of \$596,380.00, including Alternates 1 and 2, from Elite Excavating for the Warpole Street Area Waterline Improvements Project. Upon Voice Vote, all members voted Yes. The Chairman declared the motion carried.

Mr. Ellis addressed the Service Committee concerning the request for donated sick leave. It was noted that if an employee who has worked for the City for at least ten years retires the City will buyout 30% of that employees unused sick leave at a maximum of 480 hours; and if an employee quits or is terminated their unused sick leave is forfeited. Mr. Ellis stated that he has discussed the issue with Mr. Pete Lowe, Clemans Nelson Associates, and Mr. Lowe has suggested the possibility of allowing donations of vacation time instead of sick leave. Service Committee members agreed not to allow donations of sick leave and will further consider donations of vacation time between employees.

Service Committee members inquired with Mr. Schneider as to the status of curbing to be installed around the south drain of Bev Giacalone's property located at 301 Front Street in attempting to catch as much surface water run-off as possible. Mr. Schneider indicated that this curbing should be done this week.

A request was presented from Mr. Brad Ehrman, Upper Sandusky High School Athletic Director, to allow two cross country meets, one high school meet and one middle school meet, to be held at the reservoir in 2013. It was noted that these meets were previously held at Harrison Smith Park but because individuals were being charged admission at the entrance of the park the Park Board decided that since the City welcomes the use of its facilities at no charge to the school the school cannot charge or ask for a donation for admission to the park. It was noted that the admission charged at these meets is the only income for these teams. Anyone who would come to the reservoir during the meet would be asked if they were there to attend the meet and if they were not there for that purpose they would not be charged admission. Mayor Washburn indicated that he is willing to be at the reservoir entrance where the admission money will be collected to deal with any problems that may be encountered. Service Committee members voiced no objections to this request.

Mr. Boes indicated that he was contacted by Mills Company concerning pick up of their cardboard. It was noted that Mills Company had a City dumpster years ago however they are no longer on the City's garbage but they are willing to pay for the pick of their cardboard. Service Committee members suggested Mr. Boes work with Ms. Nancy Lenhart, Water Office Manager, to determine a possible cost for the pick of Mill Company's cardboard.

Mayor Washburn indicated that Mrs. Carolyn Frederick, City Auditor, will need water and sewer revised rates in the near future in order to prepare the budget for 2013. Service Committee will discuss these rates at the next Service Committee meeting.

Mr. Boes reported that leaf pick up within the City is going good with the Street Department on their third round of pick up. It was noted that a resident left brush in their leaf pile that plugged the leaf machine.

Mrs. Linda Hall, Poggemeyer Design Group, explained financing options offered by the Ohio Water Development Authority for the Warpole Street Area Waterline Improvements Project. Mrs. Hall will also present this information to City Council at their meeting to be held this evening.

A motion was made by Mr. Smith, seconded by Mr. Rowe, to enter into an executive session to discuss an employee disciplinary matter. Upon Voice Vote, 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.

Sarah J. Bennett, Clerk

Chad Smith, Chairman