

**Service Committee Minutes**  
**January 6, 2015**

The meeting was called to order at 6:00pm

**Members present:** Councilman John Clark, Councilman Bill Zoller, Councilman Paul Janson, Village Administrator Kate Rogers

**Others present:** Mayor Linda Clark, Village Engineer Rich Iafelice, Jeff Lonzrick of Portage County Water Resources

**Pledge of Allegiance**

- ❖ Motion to accept the Minutes of the November Service Committee meeting was made by Councilman Janson and seconded by Councilman Zoller. All voted aye

**Citizens** – none present

**Village Administrator's Report**

Kate Rogers reported that in the last weeks of the year the service department was able to close out many of the improvement projects they had been working on at the water and sewer plants. She also mentioned that the department didn't have to plow a single time in December which was very unusual.

**Review of Legislation**

No new legislation

**New Business**

**Discussion with Jeff Lonzrick about a Portage County take-over of the Village's water and sanitary sewer utilities.** – In December Mr. Lonzrick met with The Mayor, Councilman Clark, Rich Iafelice and Kate Rogers to discuss the possibility of a transfer of the Village's utilities to the County. Mr. Lonzrick and Mr. Iafelice summarized the talking points from that initial meeting. Mr. Lonzrick said that the County Commissioners are interested in pursuing discussions and negotiations if the Village Council also wishes to proceed. The committee members had some questions and said that they are in favor of exploring the possibility further. They will gather their thoughts and questions for further discussions at the next committee meeting before presenting to the whole Council.

**Water and Sewer tap-in on Route 44 south of Canada Road** – The Village Administrator reported that she had been contacted by Hal Stamm about tap-ins for water and sewer on his family's property on Route 44 south of Canada Road. The Village's sanitary lines do not extend as far south as Canada Road. As a result, these properties would tie-in to the County's forced main. The Village would have to provide the County with a written statement stating that it releases these properties as customers to the county. The committee members said this release letter should not be a problem as new Village residences are a source of income to the Village. Mr. Stamm should contact John Evans at the county for tap-in details.

The water tie-in would need to be bored into our 12" line on the West side of Route 44. Mr. Stamm will need to present the Village with engineered plans for his proposed tie-in for approval.

**DMRC's plans for landscaping along the new sidewalk** – The Mayor and committee members feel that DMRC's plans for benches, recycling bins, light poles, etc. are premature until the entire plan has been presented to and approved by Council. The Village Administrator was asked to send a letter to this effect to the DMRC.

**Thompson Trust request list for Hillside Cemetery in 2015** – The Cemetery Board’s preliminary request list was discussed. Village Administrator Rogers suggested that in 2015 we take a break from both tree removal and planting. We have removed all of the trees that were of immediate concern in the past several years.

Additionally Ms. Rogers said the mowing estimate should be reduced to a lower number of mows based on the last several years’ usage.

The Service Department is in the process of getting bids for the purchase of a mini-excavator and Ms. Rogers said she would like to put a portion of that cost 25-33% on the Trust request list. She said her goal would be that the overall request remain under \$20,000.

She will check with the Clerk-Treasurer to determine how much money is left in the cemetery fund from last year’s Trust money. This could also be used towards the purchase of the mini-excavator.

Councilman Zoller suggested some ideas for improving the paving and sidewalk at the end of Cemetery Drive where it enters the main part of the cemetery. The service department will look into these in the spring and summer to see what might be feasible.

**Paving priorities in 2015** – The Village Administrator shared her thoughts for priority paving projects in 2015 given the \$75,000 expected from the levy and any monies the Village can contribute. Her top priorities included portions of Woodford, Glenwood, and Prospect Street. Additional monies available could be used to chip and seal Herald and Second Streets between High and Prospect and possibly another section of Canada Road.

The committee discussed the possibility of vacating Second Street between High and Franklin. There are public utilities on the street but no driveway access. This would alleviate the need to do major repair work to the very little traveled roadway. Kate will follow up with the solicitor to see what is needed to pursue this action.

The Mayor said that she, Rich and Kate are hoping to set up a meeting with Mickey Marozzi to ask for the state to make repairs to Canada Road which was so badly damaged during the bridge closure.

Rich asked if Council would consider hiring CT Consultants to do an analysis of the roadways in the Village to suggest what level of paving and repair might be appropriate based on the amount of traffic each receives. He said he would come back to the committee with an idea of the cost of such a study.

#### **Anything else that may properly come before this committee**

The Village Administrator shared with the committee a 2004 report on the condition of the reservoir. The report suggested that the top cap of the reservoir had roughly a 10-year life span remaining. Ms. Rogers suggested that we consider short term remedies but also that we start a serious long-range plan for a complete replacement of the water storage system. Rich said he would follow-up on some idea for repair work to the existing structure.

#### **Adjournment**

- ❖ Motion to adjourn at 6:40pm was made by Councilman Janson and seconded by Councilman Zoller. All voted aye.