

**Service Committee Minutes
February 4th, 2020**

Councilman Scott Weaver called the meeting to order at 6:00pm.

Members present: Councilman Scott Weaver, Paula Tubalkain and Councilman Bob Gaglione

Others present: Village Administrator; John Trew; Village Engineer; Rich Iafelice, Administrative Assistant; Chelsea Gregor, Tina Long, John Soukof and Marty Fergus

Pledge of Allegiance

❖ Motion to approve the January 7th, 2020 Service Committee meeting minutes by Scott Weaver, 2nd by Bob Gaglione- **Bob- Aye, Scott- Aye, Paula- Abstained**

Citizens-

Marty had no comment at this time.

Tina Long from Walnut St. said that her neighbor behind her, Tom Knipper, has been a visual and audio nuisance, stating he uses his property to house vehicles, that it looks like a junk yard with trash and he has been revving engines and listening to loud music at late hours. John said that he will write a letter and speak to him concerning her complaint. Tom does own a landscaping business and John did state that, that area of the Village is considered the Village Center District. The district is intended to encourage compact mixed-use residential and commercial development.

Village Administrator's Report

John has received new candidates for the WTP and WWTP.

There is a potential candidate to be hired for maintenance who was with Windham for 18 years.

There is a full time employee that is currently not taking Village benefits, which John said could leave room financially to possibly hire another part-time service employee.

There was an issue with a relay switch at the water plant that needed repair.

Review of Legislation-None

New Business

The Mayor asked Rich to come to Service to open a discussion about current water and sewer rate structures. Rich gave out a spreadsheet to the committee members and spoke about the water and sewer operating funds. He said that the Village can adjust numbers in excel as needed.

Service discussed the cost of Envirolink which is at \$18,000 per month. They also discussed the cost per year for wages, including benefits, for hiring operators for water and wastewater which was estimated at \$216,000 to \$260,000.

John spoke to Ray Schwarz from Neptune who said that the company can offer the Village a meter replacement loan of \$160,000 that will include transmitter meters and labor with 0% financing. The Neptune meters are compatible with Portage County, and with certain meters only the tops would have to be replaced.

Paula asked why the Village doesn't pay their own water bills, which currently only the Village hall has metered water. The service garage and the park lodge would need to have meters installed, along with water in the cemetery. John stated that it is common municipalities that have their own water and wastewater facilities do not pay a utility bill.

Rich and Service discussed Village water usage and the fact that revenue is based on consumption. Rich added that people are conserving more water, including Mantaline, and that the water and sewer minimum is too low to ensure an adequate amount of revenue to ensure enough money for wages, maintenance and repairs.

Service discussed the rate analysis and Chelsea is working on 3 years of water and sewer residential usage history for CT Consultants. Rich will have something for the March Service meeting.

❖ Motion to push a rate analysis by CT to Council by Scott Weaver, 2nd by Bob Gaglione- **All Ayes**

John talked about the master meters that were put in at the Stutzman and Benner properties. Letters have been sent to the property owners to reverse their meter from a master meter to individual meters.

Old Business

The Village is waiting on an easement to be signed by Hoffman. John has spoken with her. The owner is not certain that the area is her property and so the Village is in the process of proving it to her. The current area is requiring much needed repairs. There are tree roots currently holding together the clay tile pipes that are currently there.

Asset management has been tabled.

John is working on finding an asphalt company so that the curb on High St. in front of the Hawkins residence can be put in this spring.

Anything else that may properly come before this committee

Adjournment

❖ Motion to adjourn at 7:24 pm was made by Scott Weaver 2nd by Bob Gaglione - **All Ayes**

Committee Chair Scott Weaver

Administrative Assistant Chelsea Gregor