

## Service Committee

~~Agenda~~ Minutes

March 3, 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

### Approval of the Minutes

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

### Selection of Committee Chairperson

Councilman Janson nominated John Clark as committee chair. Councilman Zoller seconded the nomination.

### Citizens

Bobby Giel came to speak with the committee about the 2015 mowing contract. The committee members shared their thoughts and concerns with Bobby. It was agreed that Bobby would meet with the Village Administrator before the season starts to walk through the various locations and discuss expectations.

### Village Administrator's Report

See items discussed under new business

### Review of Legislation

ORD 2015-1 - Proposed zoning change on Route 44 from commercial to rural residential

### New Business

Salt Storage – Kate shared her concern that the current salt shed is in need of replacement before the next winter season. She has begun to gather information about a hoop house storage building. The estimates she has so far seem to indicate that the new building can be erected for \$20,000-\$25,000. Various locations were discussed for the building. Kate was also asked to look into EPA regulations for placement with specific respect to the river and wetlands.

Waste Water Staffing – Kate mentioned that the staff members at the waste water plant are considering their options for when to retire. In the event that these men leave a back-up plan should be in place. The mayor said she would check with the County to see if they would be able to provide interim help in running the plant.

Water/Sewer billing assistant – It was discussed to hire a part-time person to assist with water billing, purchase requisitions and other similar details. Kate said that she would like this person to work 10-20 hours a week depending on whether it was the week to read meters and mail bills or an off week. The average would probably be around 60 hours a month. An assistant position does exist so a job description and employment ad would be the next step.

## **Old Business**

English property easements and future use – The Mayor and John shared what they discussed with Mr. English. Charlie is interested in two of his properties, the train depot and old water plant on Mill Street, becoming Village property. He would want some payment which may be able to be obtained through grants to the Village.

Questions and wish list for Portage County utilities negotiation -- Councilman Zoller brought a list of his thoughts and questions to add to the list we had been discussing. It was decided that in order to move this process through Council we would need to have a special meeting dedicated specifically to the issue. A special meeting will be set for 6pm before the March 17<sup>th</sup> regular Council meeting.

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

### **Adjournment**

- ❖ Motion to adjourn at 7:30pm was made by Councilman Janson and seconded by Councilman Zoller. All voted aye.

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Committee Chair John Clark

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Village Administrator Kate Rogers