

Service COMMITTEE

March 6, 2012

*Approved
3-1-12
meeting*

MEMBERS PRESENT: Chairman Bill Zoller, Alternate Marty Hura.

OTHERS PRESENT: Mayor L. Clark, Village Administrator Anthony Fiorilli and Clerk Donna Maynard.

CITIZENS PRESENT: None

CALL TO ORDER: By Chairman Zoller 7:35 AM. , who led the Pledge of Allegiance. Chairman Zoller motioned to excuse Paul Janson, Marty Hura seconded. All ayes on roll call.

MINUTES: Minutes of February 7, 2012 were reviewed. Committee will wait until next month to approve.

OLD BUSINESS:

LEAF BAGS - Village Administrator Fiorilli circulated information regarding cost paper bags for leaves that are biodegradable. Committee noted several issues that need to be discussed: residents pay for leaf bags, hire a company to vacuum up the leaves, resident notification procedure. Get prices for a vacuum company to suck up the leaves and look at cost comparison for Village purchasing the bags. Committee will discuss more at the next meeting.

WATER METER INSTALLATIONS IN HOMES – Village Administrator Fiorilli advised committee that Harper Service does not install meters.

BACKFLOW PREVENTER TESTING - Village Administrator Fiorilli discussed that the EPA has regulations for annual backflow tests which need to be reported by the Village each month on the EPA Water Report Form. At this time the Village has 47 businesses with backflows that are reported on the MOR's to the EPA. Sometimes the tests done are not performed within the required time frame. Village Administrator Fiorilli asked if the committee could review the Village ordinance for wording to add a backflow test date time frame requirement. Chairman Zoller motioned to adapt the EPA regulations on backflow preventers and authorize to get a date for compliance on testing. Marty Hura seconded. All ayes on roll call. Village Administrator Fiorilli will get the City of Ravenna's ordinance and discuss with the Solicitor.

SERVICE DEPARTMENT SHOP/GARAGE LIGHTING - Village Administrator Fiorilli suggested to switch the light bulbs from the Service Department office to the shop; and purchase retro fits for the office at a cost of approximately \$140.00. Chairman Zoller and Marty Hura agreed to go ahead with it.

NEW BUSINESS:

SERVICE DEPARTMENT WAGES – Information circulated on the wages shows costs higher than in previous years. Chairman Zoller asked what can be done to lower expenses and still maintain services to the residents. Committee will work on this and discuss more later.

SERVICE DEPARTMENT VEHICLES – No bids were received on the 2000 Sterling Truck that was advertised for sale. Chairman Zoller discussed that the Village is discussing the Derg program benefits which is an 80/20 program. Mayor Clark has talked to the county. Council has approved a max of \$112,000.00 purchase, which would cost the Village about \$24,000.00 for a new vehicle. If the Village gets the grant we need to talk to the dealers to see if we can get the Freightliner truck for the cost of the Ford which is approximately \$3,000.00 cheaper.

SERVICE DEPARTMENT TIME SHEETS – Chairman Zoller discussed that recent time sheet from the Service Department has been found to be incorrect. This is tax payer money. We need to dot the I's and cross the T's. Village Administrator Fiorilli discussed call in time for emergencies and snow plowing. This will be looked into.

TIME CLOCK – This issue will be discussed at the next meeting. Village Administrator Fiorilli suggested that an approximate price is \$200.00. There was a short discussion on a central location for the time clock.

MEETING MINUTES – Chairman Zoller noted that in the last service meeting he asked to receive a copy of the minutes on or before the Thursday prior to the Service Committee meeting, and that he did not get the February minutes in his email until Monday, March 5, 2012 in the morning. This does not give ample time to review for making an agenda. Donna Maynard will email the minutes on the Thursday before the meeting.

STREETS – PAVING – Chairman Zoller asked that a plan be made with schedule on what roads we intend to pave, costs, and anything else that needs to be done. Village Administrator Fiorilli discussed using \$20,000.00 - \$25,000.00 for applying for a grant for road work. Mayor Clark suggested try for \$100,000.00 for 80%. Village Administrator Fiorilli noted we will be getting more cold patch.

WATER AND SEWER LINES – Chairman Zoller has maps and suggested to get with the MSFD and CT Consultants for copies of maps.

HYDRANTS – Some hydrants in the Village are so old that the repair parts are not available. There was a discussion on repairing one hydrant per quarter.

WATER LINE – Mayor Clark met with the MSFD regarding opening up a 4" line south of the drive coming down by the sidewalk. Who owns the line? Talk to people who know about it. Village Administrator Fiorilli will look at it.

NE QUAD FLOW TEST – Mayor Clark noted that some residents advised her that they have more pressure since the line at the church was repaired. Dan Mounts will be doing the flow test in that area.

WWTP CHOPPER PUMP - Village Administrator Fiorilli announced that the pump was ordered. He also discussed that the grading at the headworks on the top is falling in. Waiting for costs to repair this. Other items needed are UV lights, and sludge hauls. Two of the tanks need to be cleaned out.

OLD BUSINESS:

TREES TO BE REMOVED – There are two trees on the reservoir property that need to be taken down. Dave Woolf's nephew was contacted, but as of this date we have not received an estimate from him. We will contact him again.

HOME AT WALNUT AND PARK –gutters hanging down from this empty house regarding the maintenance ordinance. Marty Hura discussed that there is a gutter falling off a house on E. High Street also. Mayor Clark advised this is a zoning issue.

ATT DAMAGED CURB BOX – Village Administrator Fiorilli has had several discussions with “Rachel” but no confirmation of schedule for repair. She will be contacted again.

PICNIC TABLE REPAIR – Two tables need wood and bolts to be repaired.

FIRE HYDRANT AT MAIN AND PROSPECT BY MINI PLAZA - Village Administrator Fiorilli reported that parts are on order for stems.

Marty Hura motioned to adjourn the meeting at 8:30 AM. Chairman Zoller seconded. All ayes on roll call.

Clerk Donna Maynard

5-1-12

Bill Zoller Service Committee Chairman