

**Service Committee
Minutes
June 7, 2016**

The meeting was called to order at 6:00pm by Councilman John Clark.

Members present: Councilman John Clark, Councilman Marty Hura, Councilman Paul Janson

Others present: Mayor Linda Clark, Administrative Assistant Randi Lyle, Chelsea Gregor

Pledge of Allegiance

- ❖ Motion to accept the Minutes of the May Service Committee meeting was made by Councilman John Clark and seconded by Councilman Paul Janson. All voted aye.
- ❖ Motion to go into an Executive Session was made by Councilman Marty Hura and seconded by Councilman Paul Janson. All voted aye.

Citizens:

Village Administrator's Report

The mayor thought the cemetery looked great for Memorial Day. Dave has poured 13 footers in the cemetery this year. He improved the drainage with a mini excavator on the north side of the driveway of the cemetery and then covered it with gravel and top soil. Dave also finished the turnaround at the park except for the big stones and Randi ordered signs but they still have to be put up. Councilman Seith is checking with Lakeside Sand and Gravel about pea gravel to put around the swing sets at the park. The Mayor said that Lakeside used to donate a truckload each year and wants to re-establish that again.

H. Luli was supposed to contact us about the project on Main St. Paul Jansen inquired as to how long it might take for the project and the Mayor thought that Luli had said a couple of days.

The council had discussed and approved a quote from Jeff Benner for \$9,350.00 on tuck-pointing the Village Hall building and council approved an additional \$2,500 onto that for tuck-pointing the Northside of the building. The mayor noted that the quote was found to be from 2013 and when the Mayor called to inquire, Jeff said that he is holding on the prices. He also noted that any additional work, due to new deterioration of the building, will be at \$30 per square foot which seems to be at the 3 sided existing area at the Police entry which is approximately 16 square feet. Jeff also quoted \$2,800 for the downspout area.

With the increase to \$12,710 for the project, the Mayor talked about asking council for an increase in funds and thinks council will approve. Stamms quoted at \$8,925 without the north side. Councilman Janson thinks there should be one more quote for the project and so the mayor will get more quotes.

The fountain at the Village Hall is now finished.

Review of Legislation

No new legislations

New Business

We hired Paul Brannon at \$20.00 per hour, plus PERS, until he has gone through everything at the water, wastewater plants and reservoir. Council wanted him to have a specific job that is solely related to his job title as part-time water, wastewater plant consultant and to stick to it without getting deflected into doing other duties that are not in his job description. Michelle is to create a position for

Paul. Part of his specific job duties for the job title are to show the Village employees any procedures at the plant, water lines and reservoir that they do not know about, and to help fix and create solutions for future problems. Councilman Janson thought his position should be called Part Time W and WWTP consultant. All the Councilmen and the mayor agreed.

- ❖ Motion to approve the position name was made by Councilman John Clark and seconded by Councilman Paul Janson

Special Recognition Signs-Nothing new

Sidewalks

The mayor said that a couple fell walking up to the cemetery on Memorial Day trying to get past scrubs covering a sidewalk resulting in them tripping on uneven cement. The mayor took a drive around to residences of sidewalks in need of repair, which is the responsibility of the residents, including removing shrubs over sidewalks so that the whole sidewalk is useable. The mayor had a list of residences and said for Brian Rooth to go out and take note when he does meter reading of sidewalks that need repair. The method in which sidewalks being replaced has to be tweaked, said the mayor, with a resident suggestion of replacing all the sidewalks and putting the amount on residential property taxes. Council talked about replacing sidewalks around town, if there would be funding available, and about cutting trees and shrubs off the sidewalks. The mayor said they will have a completed list of the residences whom letters need to be sent out by next meeting before they send anything out.

The chilling station for the ice cream shop down at Compass Packaging needs to get a grease trap for one of their sinks. They went to the health dept. and they need the Village Administrator to decide the size of the grease trap, which is dependent on the size of the sink. To calculate the flow of the sink John Clark will look to see what he can come up with for a size, but a 30-pound trap is suggested by the chilling station contractor.

Angie Hunter with the Potato Festival committee called and they will donate \$100 to fix up the hydrants in the Potato Festival field.

United Way, Barb Zollar, contacted the mayor about a children's event on the kiddie side with hopscotch and different kinds of games. The Mayor has her insurance and application information.

Portage Faith wants to have an ice cream social on Sunday June 26th from 1:00pm to 3:00pm in the mini park and council had no objections.

Old Business

OPWC grant application, the mayor has not seen anything yet on it.

John Clark asked to see if our engineer, Rich can make it to the council meeting early to talk about the 2" inch line for Stamm's and it does not affect the quality of water for the residents. Then they can get back with Ellie.

Mantaine never contacted the mayor.

Park Lodge- Parks approved Rivcon Exteriors- Council approved expenditures up to 10K but it may be a conflict of interest to use Rivcon exteriors.

Council discussed whom else to call to do vinyl siding and Paul said to try Hershberger again. We had gotten a quote for metal siding already but we need a quote for vinyl siding. Scott Hollis and Horvath were also called for quotes.

The mayor brought up the Historic Landmark Commission event that was on June 4th at Hilltop Church and stated that Gail Shuss had called her up very upset. Gail, who attended with Kelly Haylett, said that a guest speaker of the committee made very derogatory remarks on the condition of her house saying that it is either slated to be torn down or that it should be torn down, making Gail very emotionally upset. The mayor called Shawn Haylett, who said that it was his brother Kelly that attended and that, yes, the speaker was very nasty to her. The mayor and council were shocked and disappointed that no one from the committee said anything and ignored how Gail was treated. Council was disapproving of the speaker and the mayor wants to get impartial quotes from the people who were in attendance. Council talked about going in an executive session because of the historic commissions meeting on Saturday, June 4th.

Anything else that may properly come before this committee

7:20 A break was called and went to into executive session to interview Bruce Rininger

8:02 out of executive session

Adjournment

- ❖ Motion to adjourn at 8:02 pm was made by Councilman John Clark and seconded by Councilman Paul Janson. All voted aye.

Committee Chair John Clark

Chelsea Gregor