

**Service Committee
Minutes
August 5th, 2014**

The meeting was called to order at 6:02pm

Members present: Councilman John Clark, Councilman Paul Janson, Councilman Bill Zoller, Village Administrator David Akerley

Others present: Mayor Linda Clark, Administrative Services Officer Kate Rogers, Greg Balbierz representing DMRC, Tracy Leva of W. Prospect, Tom Aldrich of W. Prospect

Pledge of Allegiance

Approval of the Minutes

- ❖ Motion to accept the minutes from the July 1st Service Committee meeting was made by Councilman Janson and seconded by Councilman Zoller. All voted aye.

Citizens

Tracy Leva came to express her concerns about how Mike McCauley's recent actions have been damaging her property as well as the one next to hers.

The Village Administrator reported that the amount of fill that was put into Mr. McCauley's back yard significantly changes the drainage profile. He said that today the Village received a very heavy rainfall and he observed that the catch basin in Mr. McCauley's driveway was not catching any of the run off.

The new fill dirt rests against Tracy's fence as if her fence is a retaining wall. Her fence is 4.5ft high.

Councilman Clark asked whether we could put a stop work order on the project until the project is investigated further. We will check into this with the Solicitor and Zoning Inspector.

Ms. Leva shared several pictures of the project with the committee members. She said she would e-mail them to the Mayor so we can follow up. She also asked about the Village's maintenance code. Councilman Janson said that the maintenance code mainly is designed to address structures in poor repair.

Councilman Clark said that the Village has an easement for the ^{storm}sewer lines that run through Mr. McCauley's back yard. These easements could make what he is doing something the Village has the right to address.

Ms. Leva said the issue started when the curb was originally taken out where his driveway now sits. The curb was taken out without the Village's authorization.

Councilman Clark said that we would follow-up with the Solicitor and Zoning Inspector to learn what role the Village can play in the matter.

Tom Aldrich said that he is anxious to learn what the outcome is because he is dealing with a similar issue on his property.

Greg Balbeirz representing DMRC passed out some documents relating to the Portage County Celebration Week. The week features a number of community events during the week of August 24th-31st. Portage United Way is sponsoring a volunteer day on Monday, August 25th. Mr. Balbierz and DMRC would like to request that the Village joins the United Way's project. We could pick several projects within the Village to highlight that day. One project that Mr. Balbierz suggested is to work on the M A N T U A sign near the old railroad depot. He suggests that we paint and repair the sign and repair the anthracite base. A second project could be to repaint some of the concrete and wooden white and red street signs throughout the Village. We would need to gather the paint, brushes and other supplies for the project. He suggests that we could perhaps get some donations from local businesses and individuals to cover the costs of the paint.

Councilman Janson said that he recommends that Mr. Balbierz proceed with his planning and that the Village provide scrapers, wire brushes, and paint needed for the project.

- ❖ Motion to send to Council for their approval was made by Councilman Janson and seconded by Councilman Zoller. All voted aye.

Village Administrator's Report

The Village Administrator first asked if there were any questions related to the weekend's events at the water plant.

Councilman Zoller said that he felt the service department did a good job in getting the repairs made.

Dave said thanks to the Fire Department, Luli, the City of Ravenna, Stamm Contracting and all others that helped out tremendously.

During the repair process we discovered that the fire hydrant on Bramley is not working at all. Dave has ordered the parts to replace this hydrant.

Dave opened the line at the high school slowly over several days last week. Dave thinks that a lot of the brown water and pressure issues residents are experiencing can be explained by this valve being shut. He would like to test the pressure at the Clark's home with the valve off and then on to see what difference it makes.

Today the service department cut the asphalt and found the leaking pipe at the cemetery. He found that all of the old pipe is galvanized and is in need of replacement. He would like to bring out a company that can drill the new lines into place. This year they will start with only the damaged sections. Hopefully a section can be addressed each year until all of the water lines are replaced. The funds are available in the cemetery fund. The committee agreed to allow Dave to proceed with this repair.

He shared a quote from RA Ross to rebuild the old blower that we took out at the sewer plant. The new blower cost was \$9400 and the rebuild cost is \$5200. Councilman Zoller asked what the warranty on the rebuild would be. Dave said that all three blowers are working right now, but one is not working well.

Dave will be renting a roller and we borrowed a hot box to finish the asphaltting around the catch basins, UH building and other small repair areas. Councilman Clark also said he would like to see them build up asphalt around the valve box on Woodford that is sticking out of the ground. Dave said this is on his list also, so that the plow doesn't hit it in the winter.

Review of Legislation

No new legislation to report

New Business

Dave Green – proposed settlement

Mr. Green's attorney, David Sed sent a proposal to be considered by Council. The proposal is that Dave Green would become a County sewer customer and that he would pay the Village each month the difference between what we would get from the County for his additional usage versus what he would pay us for that usage. Additionally, if we accept this change, Mr. Green would pay the outstanding balance that he is currently disputing.

- ❖ Motion to forward the proposal to Council was made by Councilman Zoller and seconded by Councilman Janson. All voted aye.

Review of Safety Committee's parking recommendations

The committee will review these recommendations and discuss them at the next meeting.

Water and Sewer bills to send to County Auditor

The Administrative Services Officer reported that September is the one time each year that we can request the County Auditor to assess a delinquent customer's account balance to their property tax. Ms. Rogers said there are two customers she would like the committee to consider forwarding to the Auditor.

- ❖ Motion to move into executive session was made by Councilman Clark and seconded by Councilman Janson. All voted aye.
- ❖ Motion to come out of executive session was made by Councilman Janson and seconded by Councilman Zoller. All voted aye.
- ❖ Motion to send the water and sewer bills for Dave Green and Sarah Carlton Fergus to the County Auditor was made by Councilman Clark and seconded by Councilman Janson. All voted aye.

Old Business

Sewer charges for pool and landscaping use

The Mayor shared the pool credit form that she adapted for our use from the City of Kent. The committee agreed that this form would be appropriate for our customers to use starting with the 2015 filling season. The one change they requested is that the filling date start as early as April 1, instead of May 1.

For the current filling season the committee discussed whether to give a credit to those who said they filled their pools in 2014 and how to issue this credit retroactively. It was decided that for those who request a credit, the Village would give a sewer credit based on looking at their past usage averages versus this summer's usage.

- ❖ Motion to institute a sewer credit for pool filling retroactive from April 1st, 2014 to August 19th, 2014 to anyone who requests it by application prior to September 12th, 2014. The application must be reviewed and agreed upon by the Village Administrator was made by Councilman Janson and seconded by Councilman Zoller. All voted aye.

Once this legislation is voted upon in Council, additional legislation nullifying the ordinances adopted earlier this year will be written.

Paving quotes

The Village Administrator shared quotes for paving on several of the worst roads throughout the Village. These quotes are from Perrin. Dave said he would also get quotes from Ronyak on these same roads.

10904 Ambler Lane – Lang water issue

The Village Administrator reported that during today’s heavy rains he went over to Ambler to watch the water flow. He said that he thinks it would be possible to re-profile that road to alleviate some of the water issues Mr. Lang is facing.

Pioneer Trail sewer tie-in

The Mayor reported that we are still waiting for Mr. Cornette to show us his completed easement for final go ahead with the tie-in.

Regan Street chip and seal

Dave said that the job that Ronyak did on Regan Street was unacceptable. There is too much stone and not enough emulsion. If nothing is done to this road before winter, all of the gravel will be plowed into catch basins and yards. The Mayor has spoken to CT about Regan Street. Ronyak says that they are willing to come out to sweep the road to take some of the loose material off of the road.

Adjournment

- ❖ Motion to adjourn at 8:21 pm was made by Councilman Janson and seconded by Councilman Zoller. All voted aye.

Committee Chair John Clark

Admin Services Officer Kate Rogers