

**Service Committee Minutes**  
**November 7<sup>th</sup>, 2017**

Councilman John Clark called the meeting to order at 6:00pm.

**Members present:** Councilman John Clark, Councilman Marty Hura, Councilman Bob Gaglione

**Others present:** Mayor Linda Clark, Village Administrator Bruce Rininger, Administrative Assistant Chelsea Gregor

**Pledge of Allegiance**

- ❖ Motion to approve the Minutes of the October 3<sup>rd</sup> Service Committee meeting as presented made by Marty Hura, 2<sup>nd</sup> by Bob Gaglione- **All Ayes**

**Citizen-None**

**Village Administrator's Report**

Bruce explain that the Ambler pump station was plugged with materials that are not suited to be flushed, and are a continuous problem causing blockages throughout the Village. Bruce and Chelsea will be mentioning the problem in the next issue of Mantua Matters to hopefully decrease the amount of problem causing materials. Bruce will have Allen Drain come out to remove additional blockages that we do not have the equipment to do ourselves at the pump station.

Alex from Ohio drilling will be coming out to fix Well #3. We are still waiting on parts.

Wiring unlimited is getting ready to come out near Thanksgiving to fix the SCADA system.

Earlier in the year the DMRC applied for a Nature Works Grant for Buchert Park. Since no one else applied in Portage County, the DMRC received the entire \$32,642 to put toward a new walking trail in the park. The Village will need the \$12,238 balance amount for the project by January so that plans can be drawn up to design the new Buchert Park walking trail.

The Sanitary Survey results should be coming back soon.

Napa Auto Parts is tapped into the water and sewer lines, and everything has already been checked.

The hydrant across from Circle K will be fixed next Wednesday.

The quote for the guardrail in need of repair has been turned into the insurance company.

**Review of Legislation**

Medical marijuana did not move forward last month and Service decided they needed more information to make an educated decision. The topic was revisited and it was stated that the Village handbook has a no drug policy.

There are proposed cemetery changes that will be brought to Council for approval. John found some items to address. He stated that part 145.01 A needed to be updated, and to spell out the terms and when they expire. John asked if the Village had a fireproof safe for the cemetery records, and research was done to find one, but a safe was never purchase. In section 955.01 John said that immediate family needed to be defined and will include, mother, father, spouses, son, daughter, and significant other.

The topic of raising the cemetery costs was brought up, and the Mayor said that we are comparable to other cemeteries. The price of headstone footers was raised within the past 2 years to keep up with the cost of materials and labor. In section G 955.03 of limitations, John found a typo that should be "or".

The Potters field needs to be located and designated for when the need presents itself.

In addition, a list of the graves that receive flowers from the Cemetery Trust Fund should be written down to ensure that the Service Dept. keeps up with it.

- ❖ Motion to send changes for the legislation by Marty Hura and 2<sup>nd</sup> by Bob Gaglione- **All Aye**

## **New Business**

The Rotary Club has ordered a dozen bike racks and will be submitting locations to the Village for approval. Some will be on private property and will need approval in writing from the businesses. The Rotary Club said that they will pay \$50 for the Service Dept. to install them, but Bruce is only comfortable with installing the bike racks that will be on Village property. Rotary will come back to Parks to verify where they want to put the bike racks.

The DMRC wants to make the Village a Trail City. Service committee said that the DMRC needs to come to committees with their ideas first and to keep Council updated on their ideas for the Village. There was an issue on Second St. where two cars came down from opposite directions and could not pass each other. The Chief asked Service to discuss the issue, and feels that it should be turned into a one-way street going north to south. Bruce thinks that the Chief already spoke to the residents about making Second St. a one-way last year, but will double check.

Service asked if anyone had anything to add or change to the water and sewer pamphlet that Chelsea has been working on, and everyone said that they thought it was okay as is.

There have been some flooding issues on Woodford St. and W. High St. since they were paved last year and this year. Bruce has gotten prices to add curbing in the trouble spots. Curbing on Woodford St. will cost around \$1,040, and on W. High St. will cost around \$1,400. The costs will fluctuate with the addition of providing the necessary labor to complete the projects.

## **Old Business**

The old Line St., between Regan St. and Cemetery Dr., was closed years ago, but recently the Kelly's, who live next to the old Line St., have asked the Village if it could be vacated so that they could use the property. Bruce discovered that there is a waterline that runs through there. If the Village would allow for it to be vacated, it would require an easement and the residence would have to incur any costs associated with having the property surveyed.

The Mill St. project is finished and the balusters will be added as the final touches.

The Mayor, Councilman Clark and Bruce met with Brian Rogers to discuss the options for the Buckeye water line project. Brian is still calculating how the cost of the project was to be split. The lines under the road will have to be changed from the regular plastic pipe to ductal pipes. The Village received an estimate from Workman, which would be an additional \$140,000. Dave Chepky, who is the contractor on the job, said it would be an extra \$200,000 and does not want to do the job the way the Village wants the job done. If the Village has Portage County Engineers come out to do the job then Michele said that the project does not need to be bid out.

John brought up an issue Brian contacted him with. The cover for the generator face fell off with potential access points where moisture could get in. Bruce asked why Brian had not contacted him to let him know, and John did not know why he had not. There was also a gasket blown on a 6" inch line with air blowing out, and the false cover on the generator has come off.

Bruce will be meeting with Portage County Jobs & Family Services on the 17<sup>th</sup> to possibly have help in the office or with the Service crew.

Bruce will also be meeting with Ryan from Portage EMA on the 16<sup>th</sup> to get some items done for the contingency plan. Bruce and Chelsea will also be working on completing the asset management.

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

## **Adjournment**

- ❖ Motion to adjourn at 7:20 pm was made by John Clark and 2<sup>nd</sup> by Bob Gaglione– **All Aye**