

Service Committee Minutes
December 4, 2012

MEMBERS PRESENT: Chairman Bill Zoller, Paul Janson, and Alt. Ben Prescott

OTHERS PRESENT: Mayor L. Clark, Village Administrator Anthony Fiorilli, and Clerk Lisa Davis.

CALL TO ORDER: By Chairman Zoller 7:30AM. , who led the Pledge of Allegiance. Chairman Zoller motioned to excuse Linda Schilling Paul Janson, seconded. All ayes on roll call.

MINUTES: Minutes of November 6, 2012 were reviewed. Bill Zoller motioned to approve. Seconded Paul Janson. All Ayes.

ANTHONY J. FIORILLI III – VILLAGE ADMINISTRATOR REPORT:

CEMETERY: Should there be a fee for having the Village of Mantua to erect and tear down a tent for cremations? Everyone agrees that there should be a charge due to cost for hourly rate when providing this service. Paul Janson suggested \$50.00 at least. Anthony Fiorilli is going to contact the cemetery board to get there import and also contact surrounding communities to see what their policies are.

EMPLOYEE HANDBOOK: Hours of work. Anthony would like to see 4 holidays counted as time worked, Thanksgiving, Day after Thanksgiving, Christmas, and New Years day. This would allow overtime to be given if the Service Department is called in on these holidays. Ben agrees that this is the practice of a lot of companies. Bill still has questions on this and Anthony is to sit with Harry to get some numbers and see how this might impact the Village.

HOURS OF WORK: Bill Zoller wanted to clarify that the hours worked at the Service Department are 7 to 3:30. Mayor Clark agrees that those are the hours that Service Department should work. It was decided that Service will have rotating hours on a temporary/trial basis so that there will be someone on call 7 days a week. One employee will work Wednesday thru Sunday and one Monday thru Friday. This is specifically for the winter with the hopes that it would eliminate some overtime. The start date is next pay period and ending in mid April if not sooner depending on weather. Ben motioned to approve this Paul Janson seconded All ayes.

ALTERNATE SNOW PLOW DRIVER: It is agreed that Jeff Davis will fill out his application and be the Village's alternate snowplow driver.

OHIO DRILLING: Anthony has contacted Ohio Drilling regarding working with us by providing a 12 month payment plan to have well number 2 rebuilt early next year. Mayor Clark agrees that we should have well 2 rebuilt Ben Prescott agrees. It is agreed that we will wait until next year so that an emergency PO is not necessary. Everyone agrees that this should be taken to council for approval.

FULL TIME STATUS: Anthony would like Daryl Cottle to be taken to full time status at the beginning of the year. Daryl is not looking for medical benefits but deserves holidays and sick time. It is agreed that this will be revisited in the New Year.

END OF PROBATION: Lisa Davis has finished her probationary period as of today. It is agreed that the paper work should go to Jenny for Lisa's status change and wage increase of \$1 per hour.

UNUSED MONIES: Anthony would like to see unused monies carried over to the following year's budget. He feels that it is fiscally responsible for departments to spend wisely and reap those benefits by having some or all of the unspent funds go back into the accounts which they were allocated to. There were questions on whether this is an Auditor question. Paul Janson and Mayor Clark agree that this is fiscally responsible and want Anthony to get with Michelle and get her opinion.

SLUDGE HAULERS: Recommended that we might want to contact sludge haulers to advertise for having them dump here.

WATER/SEWER PROGRAM: Mayor Clark, Anthony and Ben will be meeting with Sam Anslo, Mayor of Reminderville, and a representative from Neptune to discuss going to air reads and being set up on a payment plan to do so. It is agreed that this would be a time and money saver for the Village. Discussion that Service will also need a new computer for a new program as well as their current uses. Mayor Clark, Anthony and Ben will put together a package to bring back to Service.

DAVE GREEN: Greens tied into the Village water/sewer years ago. Dave would like to now tie into the County. Ben Prescott says he can't do that and Bill Zoller advised that Dave should be told to have his attorney call our attorney.

COLLEGE STREET: 2 estimates were received to have College Street surveyed. Collier estimate is 650.00 with vacating map adding an additional 100.00. Cliff from Garrestville gave an estimate of 650.00. Bill Zoller agrees that Cliff should be contacted. The purchase order for this survey had already been done.

BULK WATER: Mayor Clark and Anthony met with the company about bulk water. Anthony is going to receive calculations from CT.

OLD BUSINESS

AKE: Michelle has filed in court against Ake to try to recoup monies owed to the Village.

WATER AND SEWER RATES: Instead of the flat rate of \$46.36 for landlords with vacancies and snowbirds Paul Janson said he would be ok with 30.00 flat rate in those instances. Bill Zoller agrees. This would have to be in ordinance form. A reading should be done when the tenant moves and when a new tenant moves in.

SERVICE DEPARTMENT: Mayor Clark would like the guys at the service department to be alert of things that may need to be done as they drive around.

Service Committee Meeting

December, 2012

Page 3 of 3

BANNERS : Crestwood banners are ready to be put up in town. Anthony is talking to Northfield Village about donating a driver and their bucket truck to help with this.

Bill Zoller motioned to adjourn the meeting at 9:00Am Paul Janson seconded.

Clerk Lisa Davis

Bill Zoller Service Committee Chairman