

Service COMMITTEE
December 6, 2011

MEMBERS PRESENT: Linda Clark, Roger Hawkins.

OTHERS PRESENT: Clerk Donna Maynard

CITIZENS PRESENT: None

CALL TO ORDER: By Linda Clark at 7:30 AM. Linda Clark made a motion to excuse Village Administrator Fiorilli due to illness, and noted that Linda Schilling may be here later. Roger Hawkins seconded.

MINUTES APPROVED: Minutes of November 1, 2011 were reviewed. Linda Clark noted that on Page 3, the Bill Gast issue was brought up by the Village Administrator and the people with meters that have been estimated will be sent a letter advising they need to give us the meter reading. Linda Clark moved to approve with that change. Roger Hawkins seconded.

OLD BUSINESS:

CEMETERY – Culvert and flooding in the cemetery drive – Donna Maynard noted the culvert is plugged.

Headstones and markers – Donna Maynard showed Linda Clark notes from the Village Administrator regarding adding wording for allowing a flush marker at the foot of the grave (in addition to the headstone). Linda Clark motioned to contact the Cemetery Board for their input and then discuss at council. Roger Hawkins seconded.

OVERTIME – There was a short discussion on overtime pay. The employee handbook was passed out to the employees, which discusses overtime. Holidays are not included in hours worked. Roger Hawkins discussed that he always disagreed with holidays not being counted as worked hours. Linda Clark and Roger Hawkins agreed that this issue be discussed with the Finance Committee

STREET SIGNS – Is the street marker at Main and Walnut up?

LEAF BAGS – Have been picked up daily.

CATCH BASINS – A map from CT Consultants showed 8 catch basins we were not aware of. Village Administrator found 7 and cleared dirt and grass, which helps with water flow.

STOLEN SERVICE DEPT. EQUIPMENT – Three pieces were paid for and picked up from the pawn shop yesterday.

PARK LODGE – Is Linda Schilling still able to check the lodge for rentals due to Marty Hura not able to do it? The new stove may be delivered today from Meyers Co.

ROGER HAWKINS:

Roger Hawkins and Mayor Hawkins have reviewed a Maintenance Program CD. This would control functioning of the Village so that things run smoothly. This can be discussed at Finance Committee.

WATER METERS – Roger Hawkins discussed that we need to get the inside reads. Letters are being sent to customers with estimated reads advising we need to get the inside read. Roger Hawkins questioned installing meters and adjusting water bills, and was advised to discuss with Village Administrator.

NEW BUSINESS:

HOLIDAY DECORATIONS – Barky Zoller and Brugmann's donated their time and equipment to hang the wreaths. We need to send thank you letters to them, and also to the Mantua Garden Club for their time and work done on preparing the decorations and decorating the Mini Plaza on Main Street. A motion will be made at Council to accept donation of \$25 for bows. Put an article in Mantua Matters thanking all those who volunteered.

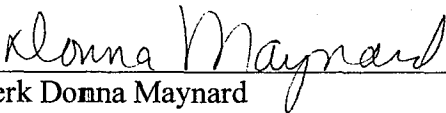
ROGER HAWKINS: LEAF BAGS VS. VAC TRUCK – Roger Hawkins investigated hiring an outside company to pick up the leaves (or vacuum the leaves) versus the Village continuing to supply leaf bags and pick them up. Roger Hawkins believes it is more practical to continue with our leaf bag program.

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The Finance Committee will meet this Thursday and the Council meeting is scheduled for next Tuesday. The Village Administrator can submit his report to Council at that time.

Linda Clark motioned to adjourn the meeting at 7:57 AM. Roger Hawkins seconded.


Clerk Donna Maynard


Linda Clark, Service Committee