

**Service Committee
Minutes
August 4, 2020**

Call to Order @ 6 PM

Roll Call – Scott Weaver, chair; Marty Hura; Matt Rosolowski. Scott made motion to excuse Paula Tubalkain, Matt second. All voted yes.

Others – Mayor Clark, John Trew, Village Administrator; Michele Stuck, Solicitor; Maryann Fabian, Administrative Assistant, Cookie Vanek from the Cemetery Board

Approval of the Minutes for May and June and July –

May, Jun, July minutes approved motioned by Scott, second by Matt. All voted yes.

Village Administrator’s Report – John Trew will send out a list of about 20 projects that are complete. Maryann to send them digitally to the committee members. Small Service leak about 2” copper replaced. We estimated \$7400 but we hope that it will come in around \$5400. It was in a strange location, water lines, gas lines, and sewer lines all in one location. The company did a good job, and our service department stepped up to help. Interviewing for a part time person next week. John asked to put the chipper on the agenda. Preconstruction meeting with the water meters this Friday discussing what they are going to do, and how they are going to proceed. The water meter project has been moving slow due to COVID-19 (Coronavirus 2019), and having access to homes.

Review of Legislation

Ordinance 2020-27 Pro rating accounts: amended 2020-16 section 921.08(b) and 2014-14 section 941.18 (e) Council had first reading in July. The Mayor put it on the service committee agenda because at the first reading for Council there was at least one person that did not understand what the Pro-rating is all about. There needs to be a better explanation for the next Council meeting. Scott asked the Mayor for ideas how to explain it. The Mayor suggested that John Trew explain it, and reviews the information that Maryann had. Scott will go back and review the whole thing and try to help John explain to Council. John Trew said that he would explain it at the next reading.

New Business

Mausoleum door quote – Cookie Vanek has a copy of the estimate. Botzum Bros. Hardware – CBG Midwest, LLC can fix the door for \$3580 or \$3,730, depending on how it is to be fixed. Our budget is \$4000. The mausoleum has a 2” door, they don’t make 2” doors anymore, so not an easy fix. Scott and Matt happy with the price. Someone (Barky) we know can vouch for the work of Botzum Bros. Hardware. John Trew feels that it is less than the original quote, and to get this project done once and for all. We have a purchase order that has already been approved a few years ago. John Trew will get together with Jenny to make sure the PO is still good. John Clark said that they are going to try to use the old jam. The frame is in good shape, and going to shim. The Village will go with one of the two options. Do the PO for the higher so we are covered, per John Trew. We do not want to mess up the old stone. No vote needed.

Pinnacle Restoration quote

Pinnacle Restoration quote \$4500 for cleaning and straightening large stones in the cemetery. Pinnacle Restoration does not want to do the smaller stones, and will show our service employees how to do that. Pinnacle has 20 medium and large stones on the quote, the price is very reasonable, and it should only take a couple of days. Cookie Vanek asked what are they going to do about the tree roots if they are in the way. John Trew said that they will remove that portion of the tree root. Cookie Vanek asked, where do they (Pinnacle Restoration) get the list? John Trew explained, the company walked around with Dave Akerly and looked at it, to get the list. Scott motioned, Matt second. All voted yes.

Discuss COVID-19 (Coronavirus 2019) state funds we received what do we need?

Scott asked, did John Trew and Chief Urso come up with a list of what we are going to do? John Trew said that Chief Urso has a list, they are not done talking about it yet. December is the time frame to use it or lose it. We need to think outside the box on how to use this money. \$64,000 to spend. Chief Urso has bought

five CO2 machines to sanitize the air, 55-gallon drum of sanitizer, computer with a decking station for the cruisers. These are eligible items. Back pack sprayer for the disinfectant. Pump for the 55-gallon drum. Toilet paper and paper towels are not eligible for this money because they are not directly related to the pandemic, per Michele Stuck. We need to verify anything before buying it.

Chief Roosa sent a letter to the Mayor the Township and Shalersville. Fire Department got no money for the state funds for the COVID-19 (Coronavirus 2019). The Fire Department is requesting \$7000 from Mantua and \$7000 from Shalersville. Matt made the motion, to give them this money, Scott second. All voted yes to send it up to legislation. Michele Stuck said we are allowed to give to other government entities, and the fire station needs to make sure that they are conforming to the guidelines set forth by the state. Mantua Village will need to ask the Fire Department for specifications on what they are using the money for. Matt will be the liaison for the Fire Department. Michele Stuck said that there is a long document on how the money can be used was included in the packet. Matt will work on that.

West Prospect phase II Small Government funding was approved. This project is West Prospect from High Street to Cemetery Drive. \$537,000 total approved. Michele Stuck is doing legislation that will be at council and the work authorization for CT to get the work done that they need to do (for \$49,500). Scott moves to send work authorization and legislation for the small government funding up to Council, Matt second. All vote yes. Included would be engineering, storm sewer, sanitary sewer, paving of road, waterlines or other services, and partial curbs.

Ohio Edison pole banner agreement

Ohio Edison states we should have an agreement with Ohio Edison to be able to put anything on there poles. Nothing is to be nailed and or bolted into the pole, only done with c-clamps. We would have to send our service employees out to take picture of each pole and write the number down and then Ohio Edison would come out and review. This is something that would happen every year. No one has an agreement with Ohio Edison (schools, American Legion). Michele recommends not to go forward with the agreement, because there are problems with the agreement. Put on back burner it and move to old business.

Still advertising for Operator of Record Class 1 water Class 2 wastewater and a maintenance worker and part time service worker.

Chipper is insufficient, dangerous, and fixing it constantly per John Trew. The guard has been broken for a while making it dangerous, and we do not want to take risk. We waste a lot of time fixing the chipper. It is an old piece of machinery and is undersized. We have a recommendation for a BC1000XL complete with an 89-gas powered engine. It has a smart feed can take up to 12". Cost \$30,321. The Village would get a lot of years out of this. Mayor asked who the local supplier was. John said he could see whoever has the state bid. Matt wanted to know what are everyone's thoughts about adding November for the curb pick up. The reason we cut off the leaf and brush pickup is because we are plowing road and we do not have enough personnel. Mayor's personal feeling that if is not snowing that they should pick up stuff on the side of the road. The one truck we use, we have a spreader on the truck that is mounted, so this would not work. John Trew stated we can do one or the other, leaf pick up or plowing. Residents will take advantage if not a cut off. John Trew stated it is not a good idea to extend this. John Trew will get with Jenny and see if she put aside money at the beginning of the year for the new chipper. It should not hurt any other budget. Scott asked if we could get a few dollars from the cemetery fund. Mayor said that she would not want to ask, and the Service Department has taken down trees and they burn the trees. Only one time has the chipper gone to cemetery. John Trew feels that the trees in the cemetery are too big and old for us to take care of ourselves.

Old Business

Asset Management CT to handle-they got a lot of the information they need from the county's draft report – leave right where it is at per Scott.

Scott made motion to adjourn, and Matt second. All voted yes.

Adjournment @6:57 PM