

**Service Committee
Minutes
March 02, 2021**

Call to Order @ 6 PM by Scott

Roll Call: Scott Weaver, Matt Rosolowski, Heather Paisley

Citizens: Mayor Clark, Solicitor Michele Stuck, Administrative Assistant Maryann Fabian

Approval of the Minutes for December

Motioned matt

Second scott

All voted yes

Village Administrator's Report

- We have continued to help PCWR (Portage County Water Resources) about billing, and meter install
- Maryann attended the "Navigating Grants" webinar and found it useful on grant writing, and finding grants.
- Ordered Playground equipment for Buchert Park Phase II (We plan on doing that on 3/1, before the meeting)
- Turned in the Paddling Enhancement Grant
- Two water main breaks/sent out AMG alerts
- Completed the Variance for Baker's 4WD
- Notified the school and other groups about alternatives with the flags and flowers
- Worked on budget
- Finished evaluations, submitting for raises
- Answered residents' questions about zoning and Dollar General
- Maryann made a spreadsheet to organize vehicle maintenance
- Dollar General Replat & another Replat for Majni's (next to Dollar General)
- Sent out letters to residents for zoning or maintenance issues
- Harner Plumbing is almost done with putting in the touchless toilets and faucets.
- Beth Madis called from the EPA wanted to make sure we were doing the paperwork for the boil alert. Mayor said that County took it over water and sewer. Beth also brought up the subject of the Reservoir. County wants a tower on Reservoir Dr instead of a tank. Mayor made sure that the County knew the residents did not want a tower but a tank.
- Mayor explained the water bill situation. The bills should be mailed on 3.8.2021, but & it may be another month before we get another water bill.

Service did the following

- Painted council chambers, and put-up pictures
- Fixed light in hallway by your office
- Plowing and salting during cold snap
- Restocked the nuts/bolts in the Service Garage
- Repaired the utility sink at the shop
- Oil change on the Ford 350
- Painted the West wall in the Service Garage
- Mayor and Dave discussed what streets need to be addressed besides Canada Road
- Mayor met with electrician about the Potato Fest building, and then talked with Dave about it. Dave said that the lights on the basketball courts are not working. John Clark is going to test and find out what the issue is on the basketball court lights.

Review of Legislation - none

New Business

Cemetery Trust letter – (See attached letter) Cookie said that she wants more flowers on item #1 so the price will go up from Urban Growers. We only had one eligible quote for the mowing. There is the 4th payment from the plow truck payment, and the added water bill for the cemetery. We may put in a tree removal and mulch. Mayor Clark stated by 3.16.2021 she will have a revamped amount.

Residential electric aggregate legislation for grant approximate amount \$2700.00. We were able to sign the agreement for 4 years. We were paying 4.95 cents per kw; now we will be paying 4.66 cents per kw. We will also be getting \$2700/year for a grant every year – Mayor is asking Service to think about what we want to earmark this money for. Mayor thinks that we should upgrade lights in building with LED light. It was decided to think about it until the next Service meeting

Discuss legislation for bids for trash and recycle. The Service Committee members were emailed with a few changes in it, Mayor added the commercial recycling as an opt in. The County no longer takes cardboard. Matt did not see anything he wanted to change, nor did Heather. Scott motioned to moved it up to Council, Heather second it. All voted yes.

Discuss advertising for applications for service workers. We did advertise, we interviewed one person. He has experience in another city where he works and could be trained on back-hoe. Mayor would like to continue to advertise for a full time Service person so we would have a backup. Scott agrees.

Canada Rd repairs, Service needs to decide if doing 1600 feet or 3200 feet and do a bid packet to start in June. If we go 1600 feet it would be \$40,000 and we would not have to put it out for bid. If we go 3200 feet it would be \$80,000. Coming out of Road levy money in one year. Things to consider when deciding about Canada Road:

- Prospect Street in sections
- West Prospect is costs are the following, Village \$150,000 Grant amount is \$337,000 Loan for \$50,000 total \$537,000.
- Glenwood is starting to break apart. Let's not address the condition of the road. Once the North Quadrant grant is granted then the county will be repaving as they replace the water.
- Franklin Street – we need to think about apply for OPWC (Ohio Public Works Commission) and would not get funding until 2022 Franklin from west end down to Elm street. When we do that, we will be replacing the storm sewer and the line next to Tom Aldrich and behind Chelsea's house. That is what we should use the 2022 road money for. If we address at council then we can get CT to get us a cost estimate. Scott will bring it up in the report to council.

Michele had an issue, and said that if one person quotes more than one road project in this year. If one contractor comes in with low quotes for all the projects, it may appear that the Village may be splitting projects so we don't have to bid it out. The Service Committee did not think this would be an issue because these projects are not for sure or in the same year. These projects we have going are the reason that we should only do 1600 feet, the Village needs to watch the money. Scott agreed with Matt about paving the 1600 feet. Scott makes a motion to do 1600 feet of Canada road. Matt second. All voted yes.

Matt requested to put East Prospect on the radar after Prospect Street. Scott feels Franklin is more of a priority because of the storm water problem.

Mayor brought up that Dave looked about getting our hands on a used piece of paving equipment and a roller that our guys could do this themselves. It is still an added expense.

Culvert on Canada road has not been completed. Village will reach out to the County Engineers about this. Mayor was told that the culvert would be fixed this Spring, but the County is coming out with their schedule soon.

Old Business

Dan Tillett, east restoration- state bond government funding and or CDBG (Community Development Block Grant) funding-Target of opportunity funding (we would be eligible for this funding if the property owners have letter/financial commitment) Mayor has been talking to regional planning about the CDBG funding. We are a good candidate for it. We need letters from property owners that they are behind this project and that they will commit for any financial commitments on it. Senator Cirino would like to be invited to our April 20th meeting so he can meet us. Then we can ask him about the State bond funds work and what that entails.

Old wood chipper- we have someone interested in purchasing it, but it had to go to bid process. Passed legislation last month to put it on Gov deals. The bidding will start Thursday afternoon, and go for two weeks.

Anything else that may properly come before this committee

When the Mayor met with Frank Horak at the Potato Festival Lodge, there was a heavy extension cord hard wired into the electrical box that needs to be removed. Then black tubing that is hooked into the gas line in the ceiling. It appears that the black line has a connection on the end to give gas to something at the festival. Using the gas in the building for the festival and not the heat in the building. Mayor sent a letter to Kim Ule. Mayor gave them until March 16th to remove or other action will be taken. Heather wanted to know if we could make amendments to the rental agreement. Michele replied that now is the time to make the adjustments because this will be the third reading at Council.

Matt said the fire department went thru a risk management and came out with no risks.

Matt has an idea that the Village could use Microsoft teams work orders. Matt put up a form on Microsoft teams. He will get together with Maryann and the Mayor to check this out, to see if it will work for the Village.

Mayor received two applications for Village Administrator position, and Matt will sit in for the interviews with the Mayor and the applicant.

Scott asked about the electric bill at the mini park. Mayor stated, Jenny said the electric bill was minimal, and the Mayor did not want to push it.

We are contacting all the business that all the signs that rotate or flash, that they are not allowed.

Matt motioned to adjourn, Scott second, all voted yes. Meeting adjourns at 7:17 PM.