

**Service Committee
Minutes
January 05, 2021**

Call to Order @ 6:12 PM by Scott Weaver

Roll Call Scott Weaver, Matt Rosolowski, Paula Tubalkain

Others: Linda Clark, Mayor, John Trew Village Administrator, Michele Stuck Solicitor, Maryann Fabian, Administrative Assistant, Brian Perkins, Ben Prescott

Citizen: Harry Buchert

Matt nominates Scott Weaver for Chairperson, Paula second. All voted yes.

Recording of this meeting is available in the Village Hall Office.

Approval of the Minutes for December Motion to approve by Matt, second by Scott. All voted yes.

Harry Buchert asked if we have an update on the agreement with Ohio Edison and the poles. Matt said that he has no update at this time. Mayor stated that the agreement is not acceptable and asked Ohio Edison to look at it again. Matt said he also asked Lisa from Ohio Edison, to relook at the agreement because they feel that the indemnity clause is illegal. The Village is waiting for Ohio Edison to respond. Scott asked that Michele give her full legal opinion via email.

Village Administrator's Report John Trew said that last week he spent a lot of time with Dave finishing up inventory for the water/sewer transfer. All the paperwork has been filed for the transfer. The Service Committee thanked John for his service and said to enjoy his retirement.

Review of Legislation

New Business

Potato Festival Contract old and proposed is up for discussion. Brian Perkins is the representative from the Potato Festival. Brian had not looked at the draft of the proposed new contract. Matt Rosolowski was asked to go over the changes. This contract only has to do with the footprint of the building, not the event. The Potato Festival is responsible for the upkeep of the maintenance of the building, and insurance for the building and supply the Village with a copy of insurance annually. Brian said that he will talk to the board about the new contract. He also requested if there can be a cap on repairs/maintenance that insurance will not cover. The new contract will need to

be signed by March 1st, so there is time for discussion. It was decided by the Service Committee that anything over \$15,000 the Potato Festival can approach the Village for assistant to work in kind, and discuss help that we can give them. Brian asked about the updates to the water. Mayor stated that there will be one waterline to the park, so we have one surcharge. There may be some charge to the Potato Fest for water usage over 500cf. but nothing has been decided yet. Scott motioned to have the contract (2021-01) go to Village Council. Paula Second. All voted yes.

Discuss Legislation needed to remove water/sewer in the codified and what needs to stay/change. Michele took everything water and sewer but left the storm sewer wording in. Section 931 was added that residents need to contact the County for tap-in. Scott made a motion to send all three pieces of legislation (2021-02, 2021-03, 2021-04) to Village Council. Paula second. All voted yes.

Village Administrator job description old and proposed.

The changes are as follows. The Zoning Inspector position and Flood Plain Manager are added to the job, and the water and sewer management has been taken out. The Village Administrator does not have to live in the Village. Paula had a problem with “such works, plants, and public utilities”, and the wording was changed to “the areas enumerated above under his/her supervision”. Must service as liaison for water/sewer between Portage County and the Village. Paula motioned to send legislation (2021-05) to Council, Matt Second. All voted yes.

Linda Schillings letter regarding clerk’s position was discussed and it was decided that this would be re-addressed at a later time.

Old wood chipper- we have someone interested in purchasing it- bid process. John said that we have had a few people interested in purchasing it. We need to get an estimate on how much it is worth. John Trew said he would get an estimate from Davey Tree or Vermeer, and call them on January 6th. If the value is under \$1000, then the Village Administrator can just sell to anyone. If we sell on eBay, and take public bids, we must pass legislation to sell on eBay. If it is worth \$1000 or over, then we need to pass legislation to sell it.

Canada Rd repairs- Item tabled to come up at the next Service Meeting. The mayor and John are working on the bid packet now, in case a Village Administrator has not been hired by then.

Old Business

Dan Tillett, east restoration- state bond government funding and or CDBG (Community Development Block Grant) funding-see attachments. Mayor has not had a chance to talk to Cirino on this, and Dan Tillet has not been in contact. All of the businesses have to be in agreement before we start the process for the grants.

Anything else that may properly come before this committee

Matt Rosolowski said that Harry Buchert contacted him about a broken pipe on North Main Street, on West side (address 10771 Main Street). Harry was mistaken that there was a water shut off in it, it is actually gas company shut off. There is a hole in the ground that is exposed and is a safety hazard.

Matt asked if we were going to talk about sidewalks. Sidewalks will be on Planning agenda, not Service.

Motion for adjournment by Matt. Second by Paula. All voted yes.

Adjournment by Scott at 8:00 PM.