

**Village of Spencerville
Council Meeting Minutes
March 2, 2015**

The Spencerville Village Council met in regular session on Monday, March 2, 2015, at 7:00 p.m. in Council Chambers with Mayor John P. Johnson presiding. Responding to roll call was Mike Bice, Greg Leidy, John Miller, and John Medaugh. Absent were Phil Briggs and Greg Hover. Also in attendance were Village Attorney Jason Flower, Village Administrator Sean Chapman, Police Chief Darin Cook and Clerk/Treasurer Dawn Bailey.

J. Medaugh moved to approve the minutes of the February 16th meeting and M. Bice seconded the motion. Roll was called; motion passed unanimously.

J. Miller moved to accept the February financials from the Clerk/Treasurer and G. Leidy seconded the motion. Roll was called; motion passed unanimously.

Good of the Village

Representing the Spencerville Athletic Boosters, Don Degen was in attendance regarding the construction of the new training center project. The Boosters had requested that the Village waive all tap fees associated with building the new training center. The Utilities committee met on Feb. 24th and recommended to Council to waive the one inch water tap fee of \$2,335.43 and the sewer tap fee of \$982.36. J. Medaugh moved to waive the fees per the committee's recommendation and J. Miller seconded the motion. Roll was called; motion passed unanimously. Mr. Degen thanked the Council on behalf of the Athletic Boosters.

Ordinances/Resolutions

There was no legislation presented for consideration.

M. Bice moved to pay bills in the amount of \$20344.52 and J. Miller seconded the motion. Roll was called; motion passed unanimously.

Old Business

J. Medaugh told Council he followed-up on his idea to offer lunch to volunteers helping to clean-up the canal on May 16th and he reported that the Methodist Church will be preparing the lunch.

New Business

D. Bailey told Council and Mayor Johnson that the depository agreements between the Village and Huntington National and US Banks will expire May 31, 2015. The term of the agreements is five years; she is obtaining renewal applications and the Ordinance to enter into the agreements will be presented in April. Bailey also told Council that the audit of Village records by the State Auditors will begin on March 3rd. They will be conducting an AUP (Agreed Upon Procedures), which is an abbreviated and less costly audit.

Mayor Johnson told Council that he had been contacted by a perspective business owner regarding locating a professional business in the Village and asked what the Village could offer in the way of incentives. The Mayor said that water/sewer charges could be waived however; the caller said the business would be a minimum user. The caller told the Mayor the decision was going to be made in the next couple days. Mayor Johnson told the caller that there are other channels to go through for assistance but there was not enough notice given to help. The Mayor suggested that future perspective businesses give more notice to the Village when asking for assistance and he issued assurance that he would do whatever he could to help.

Police Report

Chief Cook presented a written report and discussed cases involving a juvenile arrested for possession of a deadly weapon on school property and a traffic crash on S. Broadway involving drug use by the driver and passenger. Within a week, there were also three house fires in the Village that the department assisted fighting. Chief Cook issued a warning about using space heaters in homes, which can cause fires if not used properly. The new cruiser has been ordered and delivery is expected in late May or early June. Sgt. Miller will be attending Fire Arms Instructor training on March 16th; as reported at an earlier meeting.

The Chief made a special point of thanking the local VFW for donating funds to purchase a new video camera for the new cruiser. He and the Mayor told Council how important the cameras are in everyday use for the officers and for use in court.

Administrator's Report

Adm. Chapman presented a written report which was also discussed.

The Village crews repaired main water line breaks in the alley between Main and Mulberry Streets and on S. Elizabeth St. Due to the freezing temperatures, they also were thawing frozen water meters. Chapman said frozen water lines inside homes are the owner's responsibility while frozen meters are the Village's responsibility.

Chapman continues to ask for volunteer participation in a week-long event from May 11 – 17th to help clean-up the community. Make a Difference Day is May 13th and High School students will be in the community performing various chores and projects for those in need; their rain date is May 15th. Chapman would like to expand on this day to make it a week-long event and will make contact with businesses and organizations to solicit their help.

Because of the weather, the majority of the water meter readings will be estimated for the water bills due March 20th. Unburied meters with touch pads were read and those places experiencing recent leaks were read.

Further alarm configurations are being explored for the WTP alarm notifications.

After the federal low-moderate income levels are announced for 2015, Julie Ward of RCAP will begin sending letters to residents for the upcoming income survey. Chapman will have a press release issued so the public knows what to expect. Participation is critical for the Village to procure grants/funding for future projects. Anyone having questions about the survey may call Chapman at 419-647-6263 or Julie Ward at 740-743-1816.

The screens at the WWTP have developed a clear film recently and the need for cleaning them has increased from once or twice a week to sometimes twice a day. There is suspicion that this is a result of the waste stream created at the new water treat plant due to high concentrations of total dissolved solids, hardness, iron and anti-scalant. A solution is being researched.

Chapman has worked with a broker to receive reduced rates for the Village's four (4) natural gas accounts; the new rate of \$4.49 MCF will be effective September of this year for 36 months.

Risk management services are free with our general liability insurance with the Ohio Plan; Chapman met with a representative, which he does on an annual/ biennial basis.

A general liability training for utility employees has been scheduled with plans for an in-house safety training to be scheduled at a later time.

Committee Reports

Utilities: J. Medaugh continued his report on the meeting held February 24th. The committee discussed the possibility of implementing the option for customers to use credit cards to pay utility bills. The committee decided to table this decision for six months.

Also discussed were requests for adjusted water bills from two customers. The committee recommended adjusting the December bill for 106 E. Fourth St. due to an excessive usage when a contractor left a valve open installing a new ice machine. The water operating rules allow for the Administrator to adjust water bills up to a certain point however Council approval is needed for additional adjustments J. Medaugh moved to approve the \$310.48 adjustment for 106 E. Fourth St. and J. Miller seconded the motion. Roll was called; motion passed unanimously.

The committee also recommended adjusting the December bill for 205 E. Fourth St. excessive usage due to a leaking pipe in the barber shop, which is no longer in use. J. Medaugh moved to approve the \$118.52 adjustment and J. Miller seconded the motion. Roll was called; motion passed unanimously.

High usage was discovered for 206 Wurster Drive and Village personnel checked the meter and met with the Melford Village maintenance man. The maintenance man shut off the master valve in apartment 206 and the meter continued to run which indicates a leak from the meter to the home. Upon excavation it was discovered that the meter the Village thought was feeding apartment 206 was actually feeding 204 and vice versa. Changes were made in the billing system and both bills were adjusted to reflect minimum bills. The actual leak was in apartment 204. Melford Village apartments requested that the Village pay half of the contractor's \$1400.00 bill for excavation of the water line that was leaking. Upon researching the Village files, Chapman discovered that in 2005/2006 Melford Village apartments hired a contractor to change each duplex unit from one water meter to two water meters and the Village files were set up to reflect the information given to the Village by the contractor. The Utilities committee recommends denying the request to pay half of the \$1400.00 contractor's invoice. J. Medaugh moved to deny the request and J. Miller seconded the motion. Roll was called; motion passed unanimously.

The committee proposes that the wording for section 1.08 of the Water Operating Rules referring to NSF checks be changed; an Ordinance will be presented at a later meeting.

Other

A Planning Commission meeting is scheduled for Tuesday, March 3rd at 6:00 p.m.

Meeting adjourned at 7:50 p.m.

APPROVED: _____
John P. Johnson, Mayor

ATTEST: _____
Dawn R. Bailey, Clerk/Treasurer