

NEW LONDON VILLAGE COUNCIL

Workshop – February 29, 2016 at 6:00 p.m.

Mayor John Martin called the meeting to order to allow Joe Thomas and John Chapin discuss reservoir and water department issues respectively.

Joe and Shawn Pickworth presented a letter from Tim and Debbie Prinz stating that the issue of moving from lake lot 183 A to 93 where cabin number one currently sits had been resolved. Mr. Prinz stated that he felt this new lot would be a fair substitution and commended Shawn for working with him and resolving the issue. Shawn also stated he had tried to reach out to all three campers that were affected by the move but Mr. Prinz was the only one who responded. Joe expressed his concern that Mr. Prinz's camper may not fit in the lot he is being moved to due to its length. It was determined trees would be cut down behind the site to accommodate his camper. It was also determined they would give Mr. Prinz additional time to move his camper and deck to the new location to allow for dry weather conditions. In the future, all decks will need to be cleared through Shawn.

After a discussion on what to do if two people want the same campsite it was determined they would use a lottery system.

In the past camping fees have been due on June 1st. Stuart Cooke stated he didn't think campers should be able to camp until payment is made. In the past they have done a contract for people to make payments and Shawn said it works out well. It was determined that they would leave the due date June 1st for this year but at the end of this camping season they will receive a letter stating that next year fees will be due May 1st. It was also noted that before campers leave each season they are required to pay a storage fee and a deposit to reserve their spot for next year. In addition, all campers will get copies of ordinances. Currently, they only receive camp rules.

Joe expressed an interest in moving the old cabins to a primitive location and then when they have the money, build more new cabins by the water. Council said they would give consideration to maybe moving two cabins by the water and two to the primitive location and see which do better. The first step will be to move the four cabins out of their current location in order to get the sites ready for campers. All changes should be complete by the end of September. It was noted that there are 20 to 25 people on a waiting list for the campground. Joe discussed with Denny Marugg from Firelands Electric about providing electric to seven new sites. The cost would be approximately \$25,000.

Brittany Bracken, Reservoir Campground Manger, has accepted a position with a different entity. She has not turned in an official letter of resignation but Shawn contacted Mr. Bond and he gave the village permission to start the advertising process. Joe stated that he would like to keep a local person in the position if possible. It was determined that Shawn, Joe and the Mayor would conduct the interviews. Council will be given a list of applicants and a recommendation for the job.

The last item discussed with Joe was whether to allow weekend only campers to camp by the water. Council decided to let the campers that already have a site booked for the upcoming season to camp but not to book any for next year. Stuart Cooke expressed an interest in linking the computer at the reservoir to the computers at the village office.

put together by Poggemeyer. This expansion would allow the village to abandon plant one which is a maintenance headache. Table 4 explained adding carbon filters. John stated this would be a good project because of the algae situation. Table 5 explained acquiring two new clear wells. Stuart asked which project was the most pressing. John explained the clear well project would be due to the fact it needs to be completed within the next couple years. Stuart inquired if the village could complete one project a year and make a three-year program. Another pressing issue is the filters in plant two need rebuilt. Stuart requested John come up with a more reasonable cost for these projects and how much debt service will be involved. John will come up with an actual proposal to present to council on all three projects plus rebuilding the filters.

The next topic of discussion was offering email billing. This system would allow customers to receive their water bills electronically via email. Customers would also be able to pay their bills online. John provided a proposal from Invoice Cloud and SSI who would set the system up. Receiving electronic bills would be voluntary at least at first. John noted that once the village gets 50% participation, the savings in postage would be approximately \$1200 to \$1500 a year in addition to being paperless which would be an additional savings. Bill Curtis expressed his concern in the event someone would hack into the system. John responded that the company would take responsibility for that kind of situation.

John also provided council with information on the ORWA/NRWA Servline Program. This program would allow coverage to the village and its customers for excessively high water bills. Participating in this program would ensure the village is compensated when customers have water leaks and other similar situations. All customers would be automatically enrolled but would be able to opt out of the program. John requested council consider this program.

John stated he would like council to consider allowing him to build another office in the loft of the Hoover building. A new server would be installed to allow everyone to share information. Currently there is no internet or phone service at this location. Completing this project would allow employees to make an entry in one location and all employees would have access to the information.

Another topic of discussion was combining two plants. This would allow hours to be reduced. John stated he would come up with a contingency plan.

The Fire, Police and EMS departments would like to go together and apply for a grant. If received, this grant would allow an expansion to the EMS building. This expansion would benefit all three departments and could also be used for outside small groups. The money for the expansion would have to be paid up front but would be 100% reimbursable. As long as the Fire, Police and EMS would be seen as three different jurisdictions, the three departments should be able to apply for the grant.

John also wanted to notify council that he would be asking for a new fire truck later in the year. This truck is needed for an old hazmat trailer the department owns. This truck would be paid out of contract money from the townships and from the runs the fire department goes on. He is looking at a lease purchase and he will present a formal proposal to council at a later date.

Currently the village does not have a first responder program. John has been looking at what other fire departments are doing and he feels the village needs to be proactive. The village needs to go to central dispatch. He stated that we are the only fire department that doesn't send a truck and crew out with EMS because we don't have a first responder program. Becoming part of this program requires attending a special school. Dan Bailey is willing to help with the training for this program and will come up with a

common protocol for everyone to use for central dispatch. One concern is how will the village be able to pay for this because of the high number of calls our department goes on.

Previously John had received permission from council to advertise for another water employee. The purpose of this new employee would be to allow Don to get off the rotation and be able to focus more on sanitation. Council had requested all applicants have a minimum of a Class 1 license. Four applications were received with no one meeting the Class 1 requirement. John stated it would be necessary to readvertise for this position. It was determined to readvertise the position but to change the wording to say a Class 1 license is preferred but not required. John is looking for a strong capable applicant who will want to stay in New London. It was suggested that maybe a stipulation could be that the employee would need to have obtained their Class 1 license within the first two or three years of employment and possibly have all applicants take an aptitude test. Don Patton pointed out that maybe if the pay scale was compatible with surrounding areas the village would receive more qualified applicants. This comment prompted a conversation about adjusting the sanitation pay scale as well. Shawn and Don have been working on a more competitive pay scale for sanitation employees and would like council to start thinking about this for the future.

The last question of the evening was from Mike Willis who asked why the sanitation department pulled dumpsters around to pick up garbage. Don stated that they were going back to using the garbage truck to avoid handling the garbage two or three times. Going back to using the garbage truck will save time. Shawn then explained the reason they originally started pulling the dumpster was because of the wear and tear on the garbage truck tires. The trucks were going through a set of tires every year. The cost for a set of tires is \$5,000 and with two garbage trucks that would be \$10,000 each year. The dumpster will continue to be used for dead end streets only which will help decrease the wear on the garbage truck tires.

Workshop was adjourned.


Nancy Howell
Fiscal Officer


John Martin
Mayor