

Village of Bentleyville

Streets and Safety Committee Minutes

Wednesday April 12, 2017
9:02 am-9:56 am

Attendees included Ken Kvacek, Committee Chairman; John Bourisseau, committee member and Council President; Police, Jim Perkins; Dale Berger, Service Department, Kathleen Esposito, Councilperson; Alex Goetsch, Councilperson; Ryan Rubin, Councilperson briefly attended then continued via conference call.

SERVICE DIRECTOR'S REPORT

Dale Berger reported that it is necessary to put a resolution to council for the road salt contract for the 2017-18 seasons. Dale estimates that we will require 500 ton additional which will compliment the 300 ton on hand. The village annual usage is between 700 and 1,200 ton. Dale will be also completing some repairs to the small salt bin roof this summer.

Dale also reported that he is seeking estimates from service companies for the maintenance of the Village Hall generator since we have had larger than expected repair bills.

A resident of Quartermaine contacted Dale regarding the possibility of road work on a section road adjacent to work being done by Solon on its portions. Jeff Filarski reviewed the situation and found that it will be cost prohibitive to the budget. We will discuss further with the Village Engineer. Dale did discuss that we intend to have Village roads sweep during their annual summer roads maintenance program.

Dale suggested that we have the carpets in Village Hall professionally cleaned. Esposito to identify cost and advise.

A guard rail was struck on Miles road and repairs are required. Dale has been in contact with the driver's insurance company to file a claim for repair.

Dale reported that there have been several complaints regarding refuse pick up. The company has been responsive and it is believed that a new driver is the reason. Council person Esposito will contact the vendor to discuss.

POLICE CHIEF'S REPORT

The Department has been working on electronic accident reporting as well as E- citations which allows for electronic submittal of citations which provides timesaving efficiencies. The software and other equipment cost were subsidized by the State department of public safety. It is estimated that the system will be tested and implemented in the next two weeks. Savings of preprinted tickets will result.

Currently Car 1543 is down on repairs but it is believed that all repairs and some painting will be provided under warranty.

It was reported that two checks were recently forged against the Village. It is currently under investigation.

OLD BUSINESS:

The village does not have all the required contact information for the residents. All residents are encouraged to provide the village administrative assistant with updated information as available.

The Police department has installed the necessary software and hardware to provide wireless service to the entire building thus saving money by eliminating the current ATT internet service. Officer Perkins distributed the required pass code to those in attendance.

The Committee also discussed that the Police and service departments has equipment that is no longer required; Kvacek reminded the service department and the police department that they need to complete an inventory of items that are being considered for disposed. Kvacek will review materials, coordinate a list and review next steps. Items of value will be identified for potential sale. Items of little to no value will be reviewed, listed and disposed after information data and identifiable information is removed.

Dale has reviewed the permanent part time employee job description and will provide to Kvacek to update. He has written the job posting advertisement to post in the next few weeks.

The Police department reported that they have been in contact with the state in regards to being certified in all policies being up to state requirements. The Village has completed all policies and is awaiting certification.

NEW BUSINESS:

The Village Hall basement was flooded during a heavy rain and the sump pump in the basement failed which led to a significant amount of water in half of the basement rooms including the storage room, detective's office and storage and the training room. Dale and the service department did a great job at removing as much water as possible and replacing the sump pump. Insurance covered a water restoration company that was contacted to further dry the basement and make the necessary repairs. Most all materials in storage were salvaged.

The engineer suggested that Dale install an additional back up sump pump and alarm. This will be completed shortly.

Floor tiles will be replaced as well as cove base moldings. Electronics are currently being reviewed to determine if any were damaged by water.

Dale has reviewed the village entry sign that requires repair and is seeking quotes on repairs. (Miles road welcome sign)

Dale and Councilman Bourisseau reported that the Miles Road Bridge fencing is continuing to deteriorate. We will again ask the Village Engineer to appeal to the county to discuss possible next steps for replacement or repair.

The Service Department and the Police Department did a great job during recent storms and power loss in the village where several village roads were closed due to fallen trees. Dale stated that they need to acquire sand bags and additional safety cones to have available if this was to occur again in the future. Dale will purchase these items.

The meeting concluded at 9:56 a.m. The next meeting is scheduled for May 10, 2017 at 9:00 a.m.

Submitted 4/13/2017 by Committee Chairman Ken Kvacek