SERVICE COMMITTEE

November 2, 2026

The November 2, 2026 Service Committee meeting was called to order at 5:30 p.m. in Council Chambers by Dale Rowe, Chairperson. Service Committee members present were Kate Niederkohr, Dale Rowe, and Andy Voorheis.

Others present included: Kyle McColly, Mayor; Aaron Schoenberger, Water Treatment Plant Supervisor; Keith Niederkohr, Wastewater Treatment Plant Supervisor; Todd Jenkins, Peterman Associates; Greg Knestrick, Peterman Associates; Becca Stover; Amanda Watson; Dawn Voorheis; Julia Lemire Nickie Coppler; John Walker; Brian Hemminger, Daily Chief Union; and Sarah Bennett, Clerk.

The summary of bills totaling $145,872.19 was presented.

A motion was made by Mrs. Niederkohr, seconded by Mr. Voorheis, for the payment of bills totaling $145,872.19. Upon Voice Vote, all members voted Yes. The Chairperson declared the motion carried.

The minutes of the October 19, 2026 Service Committee meeting, having been mailed to each City Council member, were approved as received.

Mr. Todd Jenkins, Peterman Associates, Inc., provided the following report:

Interceptor Sewer Construction Project

- Contract was a unit price contract so actual payment is based on actual quantities used.
- Initial bid was $4,802,821.70
- Based on the initial desired location being out of the pavement as much as possible there were many conflicts with other utilities (gas, electric, fiber, etc.)
- Utility companies were not going to be able to meet the schedule for moving their facilities
- Sewer alignment was revised to its current location to avoid the conflicts and to be more accessible for the Collections Department resulting in a contract amount of $5,827,575.70
- Additional changes such as full pavement replacement on Houpt Drive due to existing pavement conditions, waterline replacement due to condition and type of pipe in the trench area, and manhole modifications were tracked and appeared to be in line with the grant amount in late September and early October (estimated to be approximately $6.15M)
- Final walk through was conducted on October 20th to determine the restoration limits
- Calculations of the actual quantities/costs for the restoration limits were determined on October 23 and were showing an additional need of approximately $250,000 over the grant amount ($650,000 total)
- Worked with the contractor to reduce the scope and cost as much as possible (Reduced by approximately $160,000)
- Actual quantities of the limits determined/requested resulted in higher quantities than the estimated quantities resulting in extra costs above the grant amount by approximately and additional $88,000 above last month's estimate of what was needed (final contract approximately $6.42M)

WWTP Tertiary Filter

- Filter has been ordered
- Filter ship date is expected on or about March 8, 2027
- Adjustments are needed for the overhead door threshold due to the door being set back further into the building. The door closed on open grating which left room for the weather and cold air to enter the building through the grating. The cost provided for this was $3,451.97

Mr. Niederkohr reported that a flow meter on a combined sewer overflow (CSO) was replaced recently.

Trapping at the reservoir was discussed.

A motion was made by Mr. Rowe, seconded by Mrs. Niederkohr, to advertise for trapping rights at the reservoir. Upon Voice Vote, all members voted Yes. The Chairperson declared the motion carried.

It was noted that the Utility Office will begin closing everyday for lunch from 12:00 p.m. to 1:00 p.m. on December 1, 2026. Customers will be able to drop their payments in the night deposit during this time.

Mr. Schoenberger reported on the following:

- The Water Treatment Plant is running well.
- Water Department employees worked recently pinning the ultrafiltration membranes.
- R.A. Bores ran into an issue replacing a fire hydrant on Johnson Street and now residents in this area are under a boil alert.
- R.A. Bores will be working soon to replace the fire hydrant on Commerce Way, and to decommission the booster station on East Wyandot Avenue.

Mr. Niederkohr reported on the following:

- The ultraviolet (UV) system at the Wastewater Treatment Plant (WWTP) was shut down today and is being cleaned.
- The lab at the WWTP has been certified.
- A new pump will be installed at the WWTP next week on Thursday, November 12, 2026.
- On Wednesday, November 4, 2026 the Upper Sandusky Schools Junior Ag Class will be touring the WWTP.
- On Thursday, November 21, 2026 the Upper Sandusky FFA would like to hold a Turkey Trot at the reservoir and they will need the roadway shut down temporarily. Service Committee members voiced no objections to this request.

Mayor McColly reported that work continues on the Fairhaven property.

Mayor McColly, on behalf of Mr. Brad Taylor, Street and Sanitation Supervisor, reported on the following:

- Leaves are being collected throughout the City with the leaf machine.
- Streets and gutters are being swept to remove leaves.
- Collection route information and reminders to keep leaf piles clear of poles, signs, parked cars, stone driveways, and landscaping are being shared with Mr. Ethan Korte, Administrative Assistant, for posting on the City's website and social media.
- Mill-and-fill patches are being crack sealed.
- Old street signs are being replaced and leaning signs are being straightened.
- The manhole on Industrial Drive was cut out so M & B Asphalt Co., Inc. could adjust it to grade for the road program. M & B Asphalt Co., Inc. got all of the catch basins on Commerce Way adjusted to grade and concrete was poured on Friday afternoon.
- Trees located at East Walker Street and North Fourth Street and at Crawford Street and South Eighth Street have been trimmed.
- Stages and barricades were delivered to the Fire Department for the costume judging following the Halloween parade.
- Mr. Taylor looked into a hydraulic high temperature alarm on the John Deere 310SL backhoe.
- Two hundred fifty (250) tons of road salt was ordered on Wednesday, October 28 2026 due to the Morton Salt mine closure in Cleveland and the uncertainty about future salt availability.
- The 2017 Mack garbage truck had to have the alternator and the HVAC controls replaced due to part failure.
- A couple of areas still need to be milled and filled while hot mix remains available.
- Over the next few weeks crews will begin inspecting and servicing the dump trucks and snow removal equipment to prepare for winter operations.

A motion was made by Mr. Rowe, seconded by Mrs. Niederkohr, to enter into an executive session to discuss a personnel matter regarding employment. Upon Roll Call, all members voted Yes. The Chairperson declared the motion carried. Upon completion of the executive session, the Service Committee reconvened into regular session.

A motion was made by Mr. Rowe, seconded by Mr. Voorheis, to reinstate Eric Yeater as an employee retroactively to April 7, 2026. Upon Voice Vote, all members voted Yes. The Chairperson declared the motion carried.

There being no further business, the Chairperson declared the meeting adjourned.

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Sarah J. Bennett, Clerk Dale Rowe, Chairperson