

**CITY OF CHARDON SERVICE COMMITTEE MEETING**  
*Meeting Minutes*  
February 6, 2018

Service Committee Members present: Andy Blackley, Dave Lelko

Also Present: Doug Courtney, City Engineer  
Paul Hornyak, Director of Public Service  
Nancy McArthur, Councilman  
Becky Repasky, Secretary  
Randy Sharpe, City Manager  
Jeff Smock, Mayor

Andrew Blackley, Chairman, called the Service Committee meeting to order at 8:00 a.m. Roll was called.

**APPROVAL OF MINUTES**

Mr. Lelko made a motion to approve the minutes. It was seconded by Mr. Blackley. The minutes of September 20, 2017 were approved minutes. Mr. Lelko abstained from the final vote.

**NEW BUSINESS**

**UPDATE ON CLARIDON ROAD, E. KING STREET AND THWING ROAD IMPROVEMENT PROJECT**

Mr. Courtney reviewed the memorandum provided to the Committee. He explained hydrants will be added, drive culverts, drainage improvements and roads will be widened where needed. The cost will be a little over \$2,000,000. Mr. Blackley asked if there is a breakage of the main on E. King. Mr. Courtney said yes. Mr. Blackley asked if both streets will be widened. Mr. Courtney said yes. Mr. Blackley asked if the project will go out to bid. Mr. Courtney said yes but after the Railroad Trunk Sewer Project.

Mr. Smock asked what the age of the water main is. Mr. Sharpe said approximately 100 years old.

Mr. Blackley asked if there will be cost sharing for Thwing Road. Mr. Hornyak said yes, with the Geauga County Engineer's Office.

Mr. Blackley asked for an update on the turning lane for Cherry Ave. Mr. Courtney explained because of the signal equipment, the road cannot be opened up but pavement will be added to help elevate truck tire marks and will move the left lane back on Cherry Ave. Mr. Courtney said there will be more tree lawn space on the west side of the road.

Mr. Blackley asked if Cherry Ave. can be designated as a truck route. Mr. Hornyak explained trucks have got stuck on Cherry Ave. in the past. Mrs. McArthur suggested Meadowlands Dr. Mr. Blackley said that would be ideal but is years ahead. Mr. Blackley suggested a discussion with Mr. Gillette on the road designation for truck routes.

Mr. Blackley asked about the McGregor house. Mr. Courtney said it will only be a sidewalk extension. Mr. Sharpe said that is still going through Mr. Gillette.

Mr. Hornyak explained this work will be done overnight and when the time comes to widen the road, it will be one lane traffic. Mr. Sharpe asked if the concrete will be quick set. Mr. Hornyak said yes.

## **UPDATE ON THE 2018 STREET MAINTENANCE PLAN**

Mr. Courtney explained the 5-year Capital Plan for 2018-2022 will address the soft spots on Canfield Dr., pavement repairs for Pine Hollow Circle and general restoration for Chardon Ave. Mr. Blackley asked if there will be drive culverts. Mr. Hornyak said no.

Mr. Sharpe commented a family on Pine Hollow Circle that would like attention to a drainage issue looked at on that street.

In reference to the Chardon Avenue area, Mr. Blackley asked how deep will the ditches be and if there will be seeding or mulching. Mr. Courtney said there will be seeding and mulching.

Mr. Smock asked if the existing culverts will be disturbed. Mr. Courtney said only to make sure the ends are clear; but they will not be taken out. Mr. Hornyak explained it is to make sure the berms are graded to shed water off the road.

Mr. Blackley asked if stabilized aggregate will be put back in. Mr. Hornyak said it depends what is currently there.

Mr. Smock asked what the policy is for someone that wants to take out their own pipe. Mr. Hornyak explained there is no policy other than a permit is needed and the plan needs to be reviewed by Mr. Courtney.

Mr. Blackley asked what the contingency plan is for rotted pipes. Mr. Hornyak said it is the home owner's responsibility unless the City was doing a large project where the drive aprons were being replaced.

Mr. Blackley asked if the drive culverts should be cleaned out. Mr. Hornyak said there is no money for that, the purpose is just to get the water off the road at this time. Mr. Blackley commented this could be part of the Street Maintenance Plan – to keep the pipes clear. Mr. Hornyak said he has discussed a larger storm sewer project to address these issues.

Mr. Smock asked what is the appropriate pipe material per City specifications. Mr. Hornyak explained not everyone can use RCP, so the City tries to work with home owners. He said City specifications are being updated. Mr. Smock asked if black corrugated is permitted. Mr. Courtney said no.

Mr. Blackley suggested for the next Service Committee, to discuss the City cleaning out pipes for home owners. He said the Street Department could do the work. Mr. Blackley said if a drive pipe is part of the storm system, the City has some responsibility to fix it and there can be various ways to address it.

Mr. Courtney asked if pipes are found not to be flowing, should it be addressed. Mr. Blackley said yes. Mr. Courtney said there will need to be a decision who is responsible for a collapsed pipe, if found.

Mrs. McArthur asked for a project start date. Mr. Hornyak said approximately spring. Mrs. McArthur said this could end up being a bigger and more expensive project.

Mr. Blackley said this could be routine maintenance. Mr. Hornyak said there is not many storm drain issues now – it is the standing water on the road that is an issue. Mr. Lelko commented he does not want water to be collected in front of homes. Mr. Blackley asked if a section is not draining, what is done. Mr. Hornyak explained the City addresses it if they can, otherwise they instruct the home owners what to do.

Mr. Sharpe explained the SCMR Fund has an extra \$200,000 that can be applied to the 2018 budget and used for projects. Mr. Sharpe said this will cause the City not to address projects outlined in 2019. He said it is still at the determination of the City Engineer and Public Service Director to decide how to use the money. Mr. Blackley

and Mr. Lelko agreed because of the harsh winter conditions so far this year. Mr. Lelko did request Saw Mill Bend be looked at and farther down on Lost Pond Parkway. Mr. Hornyak explained a day is taken to determine the prioritized list of roads for repair.

#### **UPDATE ON THE 2018 SIDEWALK MAINTENANCE PROGRAM AND CONNECTIVITY PROJECT**

Mr. Hornyak explained the final pay application for Lake County Landscape Company has been submitted for the Round 4 work. He said the company has done great work. Mr. Hornyak said the Round 5 schedule is available and property owners have until May 31<sup>st</sup> to complete the work then the City will do the work. He explained Round 6 inspections will be completed by June.

Mr. Hornyak explained he would like to bid the Square portion of the sidewalks to the Round 5 work to save on costs. Mr. Courtney is working on the plans and specifications and the cost will be approximately \$114,530.

Mr. Blackley asked if the sidewalks will be 4-5 feet from the curb. Mr. Courtney said yes. Mr. Sharpe asked if a connecting piece between poles will be added. Mr. Courtney said yes.

Mr. Blackley asked if decorative areas will be put in. Mr. Hornyak said due to snow, salt and the Maple Festival it is hard to even have grass growing. Mr. Hornyak suggested a streetscape can be looked into.

#### **DISCUSSION ON SIDEWALK CONNECTIVITY FINANCING**

Mr. Sharpe explained Council has approved the proposed plan, included in the provided memorandum, with the stipulation that Service Committee review and recommend any changes if needed, to enact the program. Mr. Sharpe said this will be for 2019 on South Street. Mr. Sharpe reviewed the three (3) options and added the option of staggering the years and do the work as the funds come in.

The Committee reviewed the assessment costs Mr. Lelko provided from his tax statement to determine the sidewalk assessment.

Mr. Lelko commented he is not okay with the idea of more assessments because the water/sewer fees have increased and the trunk sewer fees are included. Mr. Sharpe said this will be for 2019.

Mr. Lelko said in 2021, the Waste Water Treatment Plant will be paid off and that will be extra money that can be used. Mr. Blackley said he does not like seeing the plans pushed back with the exception of the area of Mel Harder and Center Street. Mr. Lelko said the property from Pratley to Giant Eagle should be done. Mr. Smock said it is not a bad idea to skip every other year and keep addressing the infill until it is done.

Mr. Blackley asked for the average payments residents have been paying for sidewalk repairs. Mr. Hornyak said on average \$1,200. Mr. Sharpe said as a counter argument, people that have lived here more than fifty (50) years can say this is not what signed up for moving into the City because it is public infrastructure. Mr. Sharpe said an option of dropping the home owner's cost to 25% can be used. Mrs. McArthur commented it is very rare for a City to pay 100% of the costs and that the home owner's should pay. Mr. Sharpe said the costs are assessed to the property owner.

Mr. Lelko asked if a decision is needed this month because he would like to discuss with Council as a whole. Mr. Sharpe asked for a decision by April. Mrs. McArthur said that Mr. Blackley requested the average cost for home owners be updated for this decision.

#### **UPDATE ON THE 8 TON TANDEM DUMP TRUCK PURCHASE**

Mr. Hornyak explained the purchase order is in place to purchase the truck. He explained it will be more useful and be able to haul more snow and asphalt and be operated by one (1) operator instead of two (2). He said the truck cost \$112,530.

Mr. Lelko asked if the beds could be changed out. Mr. Hornyak said yes.

Mr. Lelko asked for the difference in price of the 8 ton truck to a 3.5 ton. Mr. Hornyak said \$50,000 - \$60,000.

Mr. Blackley asked what the lifespan is. Mr. Hornyak said 10-12 years for the truck and 15-30 years for the attachments.

#### **UPDATE ON THE CEMETERY FENCE INSTALLATION**

Mr. Hornyak explained a black, vinyl chain link fence is in the budget for the east side of the cemetery. He explained Mr. Courtney will survey the area and determine if the sapling trees need to be removed. Mr. Hornyak said the nearby property owners will be notified of the work. He explained pricing still needs to be collected and the clearing can be done in house.

#### **DISCUSSION ON CEMETERY PLANTING**

Mr. Sharpe explained City Arborist, Dave Allen, has provided information on where to plant six (6) trees next to the mausoleum. Mr. Sharpe explained Mr. Gillette will need to direct Staff on cremation space allotment and removing of lots for purchase to plant trees.

Mr. Lelko asked if the Shade Tree Commission has seen the plan. Mr. Hornyak said he believes so.

Mr. Blackley said he does not want to see a substantial amount of trees removed. Mr. Hornyak said the smaller ones will be removed and they will try to save the larger trees.

Mrs. McArthur said people used to be able to plant memorial trees on the Square. This could be a possibility to plant the memorial trees at the cemetery. Mr. Blackley said he agrees with that, as long as the Shade Tree Commission approves.

#### **DISCUSSION ON NOPEC GRANT AND LED LIGHTING PROJECT**

Mr. Sharpe the City will receive a NOPCE Energized Community Grant for \$20,636 for 2018 and can be used through 2020. Mr. Sharpe suggested using the money annually to install the LED lights; first on the Square then onto side streets. Mr. Sharpe said there are 680 lights left to be changed to LED and over the next three (3) years, the grant and allotted money from the City will switch out 50% of those lights. Mr. Sharpe estimated the savings to be approximately \$54,000 if all 680 lights are changed to LED. The cost to change each light is \$301.

Mr. Sharpe reviewed the Street Lighting Fund. Mr. Blackley asked who in the City determines the assessment for residential versus commercial. Mr. Sharpe said it is based on property value.

Mr. Lelko asked what the light poles will look like – if they will all be the same. Mr. Sharpe said he is unsure because of what style is available at this point through the program.

Mr. Blackley inquired if an audit is done at NOPEC to determine fair costs. He asked if the City should do an audit to see the savings cost. Mr. Blackley said he is in favor of the LED lights and asked if the assessment would reduce over time with this program. Mr. Sharpe said yes. Mrs. McArthur asked if the Performance Audit conducted a few years back included an energy audit. Mr. Sharpe said not this detailed.

Mr. Sharpe asked for a recommendation to Council because more communities will be participating in the program and getting on the 2018 schedule.

Mr. Lelko made a motion to recommend to Council, as outlined by the City Manager, to proceed with the NOPEC Grant and LED Lighting Project. It was seconded by Mr. Blackley.

Mr. Sharpe said he will include the LED Street Lighting Discussion packet for Council. Mr. Lelko said to add action needs to be taken at the February meeting. Mr. Sharpe said he will also include the Sidewalk Connectivity Financing information for Council.

**EXECUTIVE SESSION** – none

**ANY OTHER BUSINESS** - none

**ADJOURN**

Mr. Lelko made the motion to adjourn. Mr. Blackley seconded it. The meeting was adjourned at 9:40 a.m.

Respectfully Submitted:

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ANDREW BLACKLEY, CHAIRMAN

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Rebecca Repasky, Secretary