

CITY OF CHARDON SERVICE COMMITTEE MEETING
Meeting Minutes
July 31, 2018

Service Committee Members present: Andy Blackley, Dave Lelko

Also Present: Doug Courtney, City Engineer
Paul Hornyak, Public Service Director
Becky Repasky, Secretary
Randy Sharpe, City Manager
Jeff Smock, Mayor
Steve Yaney, Planning and Zoning Administrator

Others Present: Cathy Koschki

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

APPROVAL OF MINUTES

Mr. Lelko made the motion to approve the April 24, 2018 minutes. It was seconded by Mr. Blackley.

Mr. Blackley made a motion to amend the agenda to move Item 7 to Item 1. It was seconded by Mr. Lelko.

DISCUSSION ON TILDEN AVE STORM SEWER ISSUE

Mr. Sharpe explained Councilman Dan Meleski has brought the drainage issue up to Staff because it has been going on for years. Additionally, Ms. Koschki has come in to discuss the issue and explain that water from heavy rain is coming down from Ferris Avenue and collecting in her and Victoria Hess' backyards on Tilden Avenue.

Ms. Koschki provided the Committee photos to review.

Mr. Sharpe explained Staff went to the site and said the issue can be alleviated with an additional two (2) catch basins and re-profiling the drive apron at 203 Ferris Avenue. Mr. Blackley explained the water is so deep in the backyards because the drive aprons are pitched negatively. Mr. Hornyak cautioned adding a larger lip because that will limit access for lower profile vehicles.

Mr. Blackley asked if the trench drain on Ferris Avenue is too overwhelmed. Mr. Courtney said yes. Mr. Blackley asked if the catch basins closer to Water Street run south. Mr. Courtney said yes, and Ferris Avenue flows south.

Mr. Lelko commented water runoff is going to need to be kept on Ferris Avenue. He explained Ferris Avenue is rather flat and will need a catch basin to collect the water faster.

Mr. Blackley asked if the water from the City Hall parking lot is contributing to the water collection. Mr. Courtney said he cannot say that it is not and cannot guarantee it will not flow onto the properties.

Mr. Blackley asked if the curbs will be replaced. Mr. Courtney said yes.

Mr. Blackley asked if this work can be included as a change order on one of the current projects going on in the City. Mr. Hornyak said this will need to be bid out. Mr. Sharpe said quotes will need to be received. Mr. Smock suggested asking for a quote from the contactors working in the City currently. Mr. Blackley said to leave the decision up to Staff. Mr. Sharpe said there is some money in the capital budget to use.

Mr. Lelko asked if the trench drain can be widened. Mr. Hornyak said no, it needs to be pitched.

Mr. Lelko said there are some things that can be done to the Municipal lot drive apron, but in a heavy and fast rain, it will be hard to catch all of it.

Mr. Smock clarified these will be new catch basins. Mr. Courtney said yes.

Mr. Lelko asked if the drive apron that is being re-profiled will be possible. Mr. Courtney said yes. Mr. Blackley asked if any surveying has been done. Mr. Courtney said no, but it will be an acceptable pitch.

Mr. Courtney explained the catch basins will be located closer to the problem driveway to help keep the water on the pavement to catch the water as soon as possible; and additionally it needs to connect to a manhole north of the driveway. Mr. Smock asked if that will cause a surge of water elsewhere. Mr. Hornyak said it will not be completely eliminated, but it will help. Mr. Blackley commented the water will be picked up earlier.

Mr. Blackley requested Mr. Courtney add a line item for sidewalk replacement, in case of damage from machinery.

Mr. Lelko made a motion to recommend to Council for approval to move forward with the storm sewer work. It was seconded by Mr. Blackley. The vote carried 2-0.

DISCUSSION ON BID SPECIFICATIONS FOR SINGLE HAULER TRASH AND RECYCLING

Mr. Yaney reviewed the updated bid specifications to include the concerns of the previous meeting.

Mr. Yaney explained the details of private streets will still need to be worked out and condominium associations will remain on their own contracts. Mr. Smock questioned that determination because those people are in the City. Mr. Yaney said because the City does not regulate private streets. Mr. Lelko asked if any of the condominium associations have been contacted to ask if they would like to be a part of this contract. Mr. Sharpe commented the HOA's may want to see the submitted bids first. Mr. Blackley agrees with Mr. Lelko that the option should be extended to the condominium associations. Mr. Sharpe said that can be listed as an extension in the contract. Mr. Lelko asked if there would be a price benefit. Mr. Sharpe said the prices will be aggressive since the waste hauler will already be in the City and may want to go after the HOAs. Mr. Smock said he believes so because it adds approximately 200-300 more accounts. Mr. Blackley said to leave the decision up to the HOAs and add language to the contract saying the price can be extended to residents in private developments after the HOAs have indicated they want to opt into this service. Mr. Lelko asked if it can be an alternate. Mr. Blackley said no, to leave it up to the HOAs. Mr. Hornyak suggested making in an alternate so that the contract is not contingent on their participation, but allows the HOAs to see the price. Mr. Blackley said a memorandum of understanding from Mr. Gillette may be needed as a legal agreement between the City and the HOAs. Mr. Blackley said he likes the idea of making it a line item in the contract.

Mr. Smock commented those living on private streets, such as Randall Ct., should have the option to opt into the contract.

Mr. Blackley said he is okay with the green highlighted language.

Mr. Lelko asked what the pickup times will be. Mr. Yaney said 6:00 a.m. – 7:00 p.m. Mr. Lelko asked what the time frame is for the noise ordinance. Mr. Yaney said 10:00 p.m. to 6:00 a.m.

Regarding 3.20.5, Mr. Lelko asked if 120 days will be enough time in case the City has to go back out to bid. Mr. Blackley said that can be done in one (1) months' time.

Mr. Yaney said the price is set and guaranteed for the following five (5) years; possibly seven (7). He said each unit will receive a bill from the hauler.

A potential start time for the contract is anticipated for January, 2019.

Mr. Yaney said the hauler will provide what is acceptable and what is not for pick-up.

Mr. Lelko commented, he is not optimistic this contract will end trash day because if the HOAs do not go with the contract, they will still need trash day. Mr. Lelko asked if the City will then be billed for trash day. Mr. Sharpe said no, because it is written into the contract. Mr. Lelko said residents not in the contract and not paying for trash day, will still be able to participate in trash day. He said HOAs will have to be told they cannot participate in trash day. Mr. Lelko said he wants to make sure those not in the contract and not paying into the contract are not getting the same service as those that are.

Mr. Lelko asked about how to dispose of yard waste. Mr. Yaney said it can be bagged and placed next to the tote; 2 cubic yards per week. Mr. Lelko asked if there will still be a brush collection program. Mr. Sharpe said yes because yard waste is not to include trees.

Mr. Lelko made the suggestion to make an alternate for one (1) bulk item and yard waste per week. Mr. Sharpe said the City can re-bid if the prices are unsatisfactory. Mr. Blackley and Mr. Smock agreed to leave the yard waste in the bid specifications. Mr. Blackley said the bulk items will need to be called in and paid for by the home owner.

Mr. Lelko clarified that paint will be picked up. Mr. Yaney said yes, as long as it is solidified and has wood chips or cat litter added to it. No oil based paint will be accepted.

Mr. Smock asked if the prices and fees are fixed and not based on the market. Mr. Yaney said yes.

Mr. Yaney will go back and add missing items in the bid specifications. Example: Delinquent Personal Property Tax Statement.

Mr. Lelko asked why the references are limited to State of Ohio. Mr. Yaney explained the City must comply with Ohio EPA's standards and regulations.

Mr. Lelko asked if the contract will include City owned properties. Mr. Sharpe said yes. Mr. Smock asked how the City will pay for it. Mr. Sharpe said the City will be billed separately. Mr. Lelko said to make sure nothing appears in the contract that the City is not paying for the service.

Mr. Blackley requested language be added that haulers will not allow an individual to opt out of the contract and it reflects that Staff did ask for this option.

Mr. Blackley clarified recycling bags can be bought from the store. Mr. Sharpe said yes.

Mr. Lelko said customer service is critical and asked how that can be determined in awarding the contract. Mr. Blackley agreed and asked if there can be points awarded to local companies. Mr. Hornyak said he is unsure that is permitted. Mr. Yaney said a couple people's opinions cannot reflect an entire City. Mr. Lelko said it is lowest and best bid that is accepted, but it is also the City's choice on who to award the bid to citing the reason as being a local company. Mr. Hornyak said contracts can only be awarded local if they match state bid.

Mr. Lelko asked if a scoring system is set up. Mr. Sharpe said it is based on cost.

Mr. Blackley asked if the bid specifications can include having an office in Geauga County. Mr. Sharpe said anyone can say that have an office in Geauga County.

Mr. Lelko asked if the contract will include where service calls are going to. Mr. Sharpe said no, only that calls will be answered during a set time.

Mr. Lelko asked if the bid results will come before the Service Committee. Mr. Sharpe said no, they will go directly to Council. Mr. Blackley said Council will be able to have an open discussion on the bids received.

Mr. Blackley made a motion to recommend to Council the bid specifications as presented and discussed to the Service Committee on July 31, 2018. It was seconded by Mr. Lelko. The vote carried 2-0.

DISCUSSION ON E KING AND CLARIDON ROAD PROJECT

Mr. Hornyak reviewed the memorandum provided to the Committee. He said the water main on E King is complete. He is still anticipating a completion date of late October.

Mr. Courtney explained the project was over in price for rock excavation but did receive a great price from the contractor to continue.

Mr. Courtney discussed Ron Jonovich's concern regarding re-profiling on E King. He explained an analysis was done and the point is to give the driver the ability to see and react to objects in enough time. Mr. Courtney recommends 25mph is a good speed limit to post, as it is now.

Mr. Blackley asked that Mr. Courtney meet with Mr. Jonovich to discuss the analysis and for Chief Niehus to enforce the speed limit.

RAILROAD TRUNK SEWER PROJECT UPDATE

Mr. Hornyak reviewed the memorandum provided to the Committee and said the project is a little more than 50% complete.

Mr. Blackley asked if the abutments will be destroyed. Mr. Courtney said he hopes not. Mr. Hornyak said some tracks were given to Bill Jackson for preservation.

Mr. Blackley expressed for future projects, to avoid down time and no work being completed by the contractor like what took place on Cherry Avenue. He said there needs to be a better plan for traffic patterns and not inconvenience the business. Mr. Hornyak agreed. Mr. Blackley said the City should dictate completion dates. Mr. Hornyak agreed.

DISCUSSION ON CHARDON SQUARE SIDEWALK INSTALLATION

Mr. Courtney presented the Committee with the final set of plans.

Mr. Blackley commented the Main Street side is right against the curb and people will like it. Mr. Sharpe asked how wide it is. Mr. Smock said 6 feet.

Mr. Blackley asked if the existing walkways on Short Court are good. Mr. Hornyak said yes, but not the curbs; and that will not be part of this project.

Mr. Blackley asked if all the walks will be cleared of snow. Mr. Hornyak said yes.

Mr. Blackley commented that the light pole issues were addressed in this plan. Mr. Courtney said all but one (1) were.

Mr. Smock asked if a crosswalk is needed on Main Street and N. Hambden. Mr. Courtney said it has been looked at several times and there is no way to make the grades work without major construction to the road.

Mr. Blackley asked if the drainage by the Heritage House will work. Mr. Courtney said yes. Mr. Blackley suggested using mulch or river cobbles on E Park for the trouble areas due to salt.

Mr. Smock asked if the sidewalks will be 6” thick. Mr. Courtney said yes, with an additional base which is heavier than most driveways.

Mr. Sharpe said this project will be completed in the fall with the current Sidewalk Program Project. Mr. Blackley requested this sidewalk plan be included for Council at the next meeting.

CITY ENGINEER RECOMMENDATION FOR ALTERNATE DRIVE APRON CONDUIT

Mr. Courtney explained the current specifications for pipe include concrete or PVC. Staff would like to extend to homeowners the option of using corrugated polyethylene smooth lined pipe and polypropylene corrugated double wall pipe for their drive culverts and ditch enclosures.

Mr. Lelko asked if this was a cheaper option. Mr. Blackley said yes, by approximately 50%. Mr. Hornyak said it is much easier for the homeowner to install.

Mr. Blackley suggested using this material in the public right-of-way, if appropriate.

Mr. Smock asked if PVC is more expensive. Mr. Courtney said yes. Mr. Blackley said yes and stiffer.

Mr. Sharpe requested action so this material can be used in the interim, before the entire final Municipal Specifications are adopted.

Mr. Blackley made a motion to incorporate Sections 3B and 3C as prepared by the City Engineer into the Municipal Specifications and report it to City Council. It was seconded by Mr. Lelko. The vote carried 2-0.

STATUS OF BERM MAINTENANCE

Mr. Hornyak explained the Street Department is in the process of filling one (1) of two (2) vacant positions which has put the scheduled berm maintenance work on hold. He said this work will be done in 2019.

Mr. Lelko asked if the City can be reimbursed for physicals and drug screenings for those that decline the job after accepting the position. Mr. Sharpe said the City does not do that.

EXECUTIVE SESSION – none

ANY OTHER BUSINESS –

Mr. Courtney explained ODOT has updated their state route resurfacing list and the City is not on the list.

ADJOURN

Mr. Lelko made the motion to adjourn. Mr. Blackley seconded it. The meeting was adjourned at 10:18 a.m.

Respectfully Submitted:

ANDREW BLACKLEY, CHAIRMAN

Rebecca Repasky, Secretary