

**CITY OF CHARDON SERVICE COMMITTEE MEETING**  
*Meeting Minutes*  
August 30, 2018

Service Committee Members present: Andy Blackley, Dave Lelko

Also Present: Becky Repasky, Secretary  
Randy Sharpe, City Manager  
Jeff Smock, Mayor  
Steve Yaney, Planning and Zoning Administrator

Others Present: Vince Crawford, Waste Management  
Bob Crowell  
Krista Kano, Geauga Times  
Sarah Matthews, Rumpke

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

**APPROVAL OF MINUTES**

Mr. Lelko requested the following correction to the minutes:

- Change the word ‘contract’ to ‘references’ on page 3

Mr. Lelko made the motion to approve the July 31, 2018 minutes. It was seconded by Mr. Blackley.

**CONTINUED DISCUSSION ON A SINGLE TRASH HAULER**

Mr. Yaney reviewed the additions and corrections to the proposed bid specifications. He said it was submitted to all haulers as well for review and comments.

Mr. Yaney said

- There will be a 10% discount to senior residents.
- The bond is to be 100% to keep uniform with other city contracts.
- Email requests will be permitted.
- The hauler can turn off service for unpaid invoices.

Mr. Lelko asked if thirty (30) days is an appropriate amount of time to turn off service. Mr. Crawford said thirty (30) days is standard timing. That is when the notification letters begin to be sent out and actual service is turned off after forty-five (45) days. Mr. Crawford said this is currently used and customers are familiar with it. Mr. Lelko agreed and asked for the bid specifications to reflect forty-five (45) days.

Mr. Cromwell asked if someone is moving, will the account be reimbursed or credited. Mr. Yaney said it is not currently in the specifications. Mr. Smock requested money will be refunded or credited to an account within thirty (30) days’ notice of moving.

Mr. Smock asked what the removal charges entail. Mr. Crawford explained that is when an individual does not pay for their service, the tote is picked up. Once the service is paid for, the tote is returned. He said that costs money to bring it back after picking it up.

Mr. Smock asked how the City will enforce residents to not opt out. Mr. Blackley explained that will be enforced by the City Ordinance which will need to be determined and reviewed by the Law Director.

Mr. Lelko asked if a resident could do the bag service and not have to pay for the trash service. Ms. Matthews explained Rumpke charges a minimal monthly fee for the service and the bags are cheaper through them. Mr. Crawford said Waste Management would still pick up the bags since the bags are already paid for.

Mr. Lelko asked if the city can clarify details after the bids are received. Mr. Blackley said the bids can only be evaluated when they are submitted, not questioned. Mr. Crawford explained all requests should be in the bid specifications ahead of time.

Regarding home owners on private streets such as Randall Ct., Carson Drive and the end of Battles Ct., those individuals will be included in the contract. Regarding home owners with HOA's, Mr. Smock said anyone putting garbage on their front lawns should be included in the contract. The Committee agreed. Mr. Blackley said language can be added that a property using a dumpster, will not be included in the contract. Mr. Smock asked if the HOA would be billed, and not the individual. Mr. Crawford said yes.

Additional changes include:

- Minimum gallon tote size is 64 gallons.
- A resident is to receive a returned response the next business day.
  - Mr. Crawford suggested adding 'or a similar time-frame' to the bid proposal because of different hours of operation for different haulers.
- For concerns, the City has ten (10) days to address it with the hauler; and the hauler has thirty (30) days to correct the issue.
- Questionable bulk items left, are to be submitted in writing to the City Manager for review.
  - Mr. Crawford suggested using a limit of acceptable items by size and weight as opposed to individually listed items.

Mr. Cromwell asked if his current small containers can be used as extra containers for extra materials. Mr. Crawford said yes. Mr. Cromwell clarified his construction material that can fit into a container will still be picked up. Mr. Yaney said yes.

Changes continued:

- The City and contractor under mutual agreement will have the option to extend the contract for an additional two (2) years with the awarded contract.
- Trash Day is to be included with a date to-be-determined.
- The carry-out service is not to be advertised so that residents that are able to carry their totes to the curb do not take advantage of the offer.

Mr. Smock asked if the service can be offered for a fee. Mr. Crawford said no.

Changes continued:

- 95 gallon carts are permitted along with smaller carts. (65 gallon).
- A list of contractors can be provided to residents to haul away items the awarded contract will not.
- Christmas tree pick-up can be decided to take to a roll-off site, or wait until brush pick-up; unless cut down to fit into a container.
- Branches are to be included in the Brush Collection Program.
- No loose recyclable items outside of the container will be collected.
- Mr. Blackley requested the term garbage be clarified.
- Sharps containers will be collected at an additional cost.

Mr. Lelko requested a clear start date for the contract to begin. Mr. Blackley added the language can include the contractor must start within ninety (90) days of that start date.

Mr. Lelko said the Law Director will still need to review this proposal then it can go back to City Council. Mr. Yaney said it is anticipated for the October council meeting.

Discussion was held on allowing the haulers to not bid a fixed price on recycling. Mr. Crawford explained the market is bad right now to give a fixed price because that would be a higher cost for the customer. He explained the price of recycling is not based on the hauler, but the market and industry.

Mr. Blackley requested a formula be in the bid specifications for the escalation and de-escalation of recycling costs. He said this issue needs to be tabled until the next Service Committee meeting (September 17, 2018).

Mr. Crawford explained Trash Day for Waste Management cannot be during the months of May through August because the employees cannot work over sixty (60) hours per week. He suggested fall or spring. Ms. Matthews said for Rumpke that time is slightly different. Ms. Repasky commented residents are pleased Trash Day was in the fall and that residents call at the beginning of the calendar year to know when the Trash Day is.

Mr. Lelko asked if on the Bid Proposal Form, if the hauler is allowing residents to opt out, what those conditions would be. Mr. Crawford said that is the City's decision if there is the option to opt out of the service. Mr. Smock said to leave that on the form so that it is on record the hauler is saying no to the option to opt out of the service.

Mr. Lelko requested Mr. Blackley review the updates to the proposal at the next Council meeting.

**EXECUTIVE SESSION** – none

**ANY OTHER BUSINESS** – none

**ADJOURN**

Mr. Lelko made the motion to adjourn. Mr. Blackley seconded it. The meeting was adjourned at 10:02 a.m.

Respectfully Submitted:

---

ANDREW BLACKLEY, CHAIRMAN

---

Rebecca Repasky, Secretary