

**Minutes of the Roads, Drains, Water, Sewer & Refuse
Sheffield Lake, Ohio
February 4, 2008**

The regular meeting of the Roads, Drains, Water, Sewer & Refuse was held Monday, February 4, 2008. Co-chairman Bring called the meeting to order at 7:35 PM.

ROLL CALL OF MEMBERS:

Present: Podmanik, Rosso, Kovach, Bring, Huska, Elliott

Absent: Smith (excused)

Attending: Service Director Gardner, Law Director Graves, Concerned Citizens

READING OF THE MINUTES:

*Motion by Rosso to approve the minutes of the December 3, 2007 meeting with any corrections. Yeas all.

CORRESPONDENCE:

Request for lighting from Mariners Watch Homeowners Association. Clerk Fantauzzi read the request into the record. Service Director Gardner advised he had sent off a letter to the engineers at Ohio Edison to get some information on it. However, he has not received any information back at this point. Mr. Rosso recalled past discussion on this issue which would be the Associations responsibility to replace if anything ever happened to it as they are ornamental poles. Service Director Gardner advised this would be a telephone pole with a light on the east side of the circle. This was explained to the Association also, this would not be an ornamental pole. Mr. Bring read again the requests which seemed to be for more than one light.

PRESENTATIONS: None.

SEWER CREDITS:

5373 Lake Road, acct#0413*1 - \$426.30. Clerk Fantauzzi read the request into the record. Committee discussed request and explanation. Service Director Gardner recommended that committee approve the request and explained the situation of watering for the wedding and whether they turned the water off or not or whether it was completely shut off is hard to determine. They have their own hydrants in their yard. Mr. Rosso pointed out not giving a credit for watering and asked did they come and ask you to read it before hand and read it after? Service Director Gardner answered no. The claim that their hydrants were not shut off which effectively watered the lawn. After a brief discussion, *Motion by Kovach to approve the credit. **ROLL CALL FOR APPROVAL OF CREDIT:** Yeas – Huska, Kovach, Bring/Nays – Rosso, Elliott.

Non-paid utility charges to be put on tax duplicate – Committee reviewed the list dated February 4, 2008 addressed to Betsy Vansant of Lorain County Auditors Office. *Motion by Huska to add these delinquent water bills to the tax duplicate certifying them to the Auditor. **ROLL CALL FOR APPROVAL:** Yeas All – Kovach, Huska, Rosso, Elliott, Bring.

OLD BUSINESS:

Projects:**Ferndale I – None.**

Ferndale II – Service Director Gardner advised all the rest of it has gone through. I defer to the Law Director on the last piece of property. I believe we have issued all our checks and we are preparing with the last piece to submit that to the state. We have worked on it and have done all of the 1099's and W4's and everything else but to get reimbursed I would like to have the last property finished and done so that we can get out of this. That is with Coan right now I believe. Law Director Graves advised I believe the last one is the one that was in foreclosure and the guy actually bought back out of the Sheriff's sale and we have been working with them to sell that last right of way. The ones involving the variances, those are done. Service Director Gardner advised this is holding us up by the way from getting approval to go to the State. There is like a 3-month process after this so we have to wait while they gestate over this thing and that is going to hold us up for bidding in December or January which is what I would like to do but whatever it is going to be is going to be. Mr. Bring asked December/January for this coming year? Service Director Gardner answered Phase II, yes – this year/December of this year. January/February kind of construction was what I would like to do but there is this period of time that we have been explained where they review everything and it can take like 3 months after our final thing is given to them. The electric is scheduled to be started in June, July and be done by the end of August. That has to be reviewed for a month or two.

Walker Road/Phase I & II – Service Director Gardner reported will still have the drains we haven't cut yet. That is a contract that is out with Cross Roads they just haven't come back. They owe us a couple of streets that they are going to tar and chip including Mrs. Miller's, Elm and Lakeview – those are the three streets that they are going to do but they haven't done them either. So we will probably do those in the spring as soon as the temperature is high enough and they will probably come in and cut that down around the same time. Otherwise, Walker I & II is done. Although I have not received the last thing from the state yet on Phase II but I have from Phase I. Mr. Bring asked what are we waiting for from Phase II? Service Director Gardner answered the fact that they have released everything, that is being held up over some discussion between the engineer and their engineer down there. It is not a costs to us but it is paperwork that has not cleared ODOT yet.

Walker Road/Phase III – Service Director Gardner advised we have the approval to begin with it, it is approved by the county by the integrating committee and by the state. We could bid it anytime we wanted. Mr. Bring asked do we still have to get funding for that? Service Director Gardner answered we still have to commit our funding, it is about \$200,000.00 from us and we have been holding that up. I expect you will do the same thing with this that we did with the Phase I & II, we waited a little bit. Mr. Bring asked a time table for anything like that for Phase III? Service Director Gardner answered well Phase III should be done before July but I don't think we are going to get done before July so I have to get an extension. I would like to bid it now but we don't know how much money we are going to have from 208 for sure because the revenue was down last year and we know we want to

do some tar and chipping in the city and stuff like that. It is very tight that I would have \$200,000.00. We might be able to take something from 630 but 630 is pretty tight too. So I would like to have confidence that we have money before we go ahead with this.

Infiltration:

Flow Monitoring analysis – Service Director Gardner reported I have not received anything yet. But I have brought it up with KS and they were going to give it to me but I have not gotten it yet. Mr. Bring asked time table? Service Director Gardner answered I have not talked to them in some time.

Future Projects:

Sidewalks – **None.**

Traffic light @ Lake & Lake Breeze – pending on the boat ramp.

Misc:

Water meters – Service Director Gardner reported we have gotten some in, we are waiting to them in. With one person sick we have not been able to mount a full charge on doing anything. We are working on it, we have had the consultants come in a couple of times this month even. I would expect to start on this hopefully this month putting them in, we have the meters we just didn't get them in. Mr. Bring asked everything has been registering better, we have been getting good reads? Service Director Gardner answered yes on these and we have gone out and had to touch bad people which have the whole west end over there because we were starting to have some mis-reads on those and they believe it is the battery that is in the reader so we got a new battery in the reader and we haven't had any problems with that. Mr. Bring asked those ones that we have taken to Avon Lake to get tested have they come back yet? Service Director Gardner answered they have not come back yet. But I have talked to their Superintendent and he has promised them to me. We have got 2 back, we got Seitz's back and one other one but the other ones are not.

Pole for lights on bridge – Service Director Gardner advised I sent the request in, I went directly to the big man and sent him a letter saying we would like to have it done. He has not responded to me though. Mr. Bring stated we are going to have to call him? Service Director Gardner answered yes. Mr. Bring stated we will have an answer by next meeting.

Costs for leaf pick-up – Service Director Gardner advised the truck is about \$170,000.00, \$10,000.00 to bring the other leaf machine up to speed and keep it so and I think on an annual basis \$10,000.00 would handle the costs of fuel and parts and pieces to keep those trucks running. That is with 2 leaf pick-up machines, the one we have retrofitted to make sure it works, although it should but we haven't run it. Mr. Bring asked what about man-hours for this? Service Director Gardner answered yes the man hours, if we run it for 3 months it is going to cost us about \$20,000.00 for part-time help and that is at \$8.50 an hour amortized out to \$10.00 an hour with benefits and everything else. Mr. Bring asked so

you are going to hire part-time help? Service Director Gardner answered yes we need at least 4 people to do it and those people would work with our crews – it is a big job. The way they do it in Avon Lake is they have a street pattern and go down it and then they go back and they keep doing it until Christmas. Mr. Bring asked that would taking the leaves to? Service Director Gardner answered probably Curt's Brothers. Committee reviewed costs again. Service Director Gardner explained the truck that we are selecting and we may be able to get some grant money for this truck, that is what we are working on. The truck itself will be a hook-bed truck that will allow us to have a low bed for normal operations, a D box for salting in the winter time in January and a dump bed for summer use. The dump bed will be a low dump, it is like a low rider or top kick or whatever you want to call it. It is a low sided bed that you can throw dirt in without having to throw it way up in the air. That is the process, it will have a 25-yard leaf machine that goes on. This hook comes down similar to the way BFI puts a container on a truck. These things hook over, slide up and lock them in place – so there is really 3 trucks in one in this number. It would be primarily dedicated from October, November, December – just for leaf pick-up and then the rest of the time would be used for other things. Mr. Bring stated the only thing is you wouldn't want it to break down and not have it for leaf pick-up. Service Director Gardner answered that is true and that is why the maintenance but in reality this shouldn't be an issue. The newest truck I got now is 14 years old. If we were to take the debt service of \$170,000.00, again there may be some justification for taking some money out of different funds because the truck has more than one purpose and we try to amortize that over say 7 years through either internal financing at 5% or lease at 5%. You then are looking at \$70,000.00 per year really.

SERVICE DIRECTORS REPORT: Service Director Gardner reported there was a tree brought to my attention at the last Council meeting at 686 Alameda. It was a backyard tree that the gentleman said was very dangerous, part of it had fallen down. I contacted Ohio Edison, the Law Director and I have researched the ordinance – the tree is not in the public right of way, it is in a backyard. In reading the ordinance it says a dead tree, this tree is not dead – it is a Cottonwood. I had the Forrester from Ohio Edison come out because I suggested to him that it was in close proximity to an electric pole which it might hit if it fell over. He indicated to me that the tree was alive which when I went out and fouled with it of course it has got no leaves on it but the bark itself is rigid and there are bugs on it so I would say it is alive. He says it is distressed but then many trees in cities are distressed so will it die someday – I think so, I asked him how long but he wouldn't comment on that. The answer is I don't believe I have the authority under normal conditions to take it down. Mr. Bring asked so it is not on city property and it is not in a right of way? Service Director Gardner answered no it is in a backyard. Law Director Graves advised there is a couple of different ways you could read the ordinance but under any circumstances before the city would under take that kind of an operation the tree would have to constitute an imminent danger to public health and welfare, either by virtue of it being somehow diseased or imminent danger of falling down. But the tree is alive and I think this is kind of the end of

it.

NEW BUSINESS:

Dead trees on Lake Road – Mr. Bring reported the last storm on the east side of Lake Road there were 4 branches that went down but I saw down by Mr. Rosso's house, a tree looked like it had been cut up high.

Snow Bans – Mr. Elliott asked has there been a reoccurrence of people not clearing their cars off the street? Service Director Gardner advised yes I instituted the snow emergency once this year and I had to get the police out. At that time it becomes a problem, technically the signs are up and it is in affect when there is 2-inches of snow but I did hustle the police up because if we try to get on any back roads. What people see as a result of this is that when we go around a parked car first of all it is a menace, second of all when they come back in to get it we tend to turf the yard that we are coming back in on because you are turning around and going in and trying to get as close to the street. But you can't see the plow tends to want to chunk the side yard of people's yards because you can't run them in and out around these cars. So that happens frequently with that and second of all when this guy moves his car we are not going back to plow it for many times never and it turns to ice so we end up coming to salt or do something with it. I would just as soon get them out of there, not to mention the fact that at 2 in the morning when you go down Lafayette, there is a black Ford or Blazer that sits there on the street and you cannot see it until you are right on top of it. So we have not hit any yet but doesn't mean we won't. There was a brief discussion on related problems possible solutions. Mr. Elliott also advised I have been getting complaints on Holl about people parking all the way up to the end of the street at the intersection. Service Director Gardner advised it is 30-feet from the stop sign. Mr. Elliott stated it is creating a visual problem, it is 35-feet from the stop sign. He advised speaking with Police Chief Shepherd regarding the issue.

Renee' Helmetz-Koch, 4124 Belle advised I am here on behalf of Beverly Codner of 4131 Belle and Diane Hiteman of 4132 Belle. She advised we have come to a problem in which the street is falling apart. This started when the snow plow comes down, it knocks all the chucks out of the pot holes and this is parts of Beverly's driveway that they ended up pulling right into her driveway. So we decided that we were going to bring this as a present to you guys. The pot holes are getting bad again between mine, Beverly's and Diane's and there is a couple down the street from us and a couple over by 4114 Belle which is Ellenor Reynold's house. This is a major problem again. Service Director Gardner answered the winter mix, we have gone down your street a couple of times as we have gone down on South probably 3 times already. The winter mix does come up. Mr. Bring asked can we go down there and maybe clean some of the big rocks out of there. Service Director Gardner answered yes we can go down there. Mrs. Helmetz-Koch advised then the water is also settling in there too. Service Director Gardner advised we have been patching every day this past week. Did you say your drain is blocked again? Mrs. Helmetz-Koch answered I am not sure about the drain but when we had that this past weekend, the water and everything it just settled right in the middle of the street and went no place.

MEETING ADJOURNED: With no further business before this committee, *Motion by Kovach to adjourn at 8:24 PM. Yeas all.

CLERK OF COMMITTEE AFFIRMATION: This Meeting Of The City Committee Of The City of Sheffield Lake, Ohio Was Held And Conducted Under All Rules And Regulations Governing The Sunshine Laws OF The State Of Ohio As They May Apply. All meetings are recorded and available in council’s office.

CLERK OF COMMITTEE

Kay Fantauzzi

I, Kay Fantauzzi, duly appointed Clerk of Committee Of Sheffield Lake, DO HEREBY CERTIFY that this is A true and exact copy of the Minutes of COMMITTEE Of February 4, 2008.

CHAIRMAN OF COMMITTEE

Alan Smith

and/or

CO-CHAIRMAN OF COMMITTEE

Dennis Bring

PRESIDENT OF COUNCIL

Edward R Podmanik

and/or

COUNCIL PRO TEM

Richard Rosso