

**Minutes of the Roads, Drains, Water, Sewer & Refuse
Sheffield Lake, Ohio
May 2, 2011**

The regular meeting of the Roads, Drains, Water, Sewer & Refuse was held Monday, May 2, 2011. Chairman Dennis Bring called the meeting to order at 7:05 PM.

ROLL CALL OF MEMBERS:

Present: Bring, Rosso, Huska, Kovach, Stark, Smith

Absent: Podmanik, Elliott (excused)

Attending: Service Director Smith

READING OF THE MINUTES:

*Motion by Rosso/Second by Smith to approve the minutes of the March 7, 2011 meeting with any corrections. Yeas all.

CORRESPONDENCE: None.

PRESENTATIONS: None.

SEWER CREDITS/UNPAID CHARGES FOR TAX DUPLICATE:

5345 Willow Lane for \$85.26 – after a brief review and discussion, *Motion by Rosso/Second by Kovach to approve the credit of \$85.26 for 5345 Willow Lane. Yeas All.

5501 Lake Road for \$105.84 – after a brief review and discussion, *Motion Huska/Second by Kovach to approve the credit of \$105.84 for 5501 Lake Road. Yeas All.

716 Howell Street for \$74.66 – after a brief review and discussion on request for \$117.60 credit and previous credit approval of \$42.94, *Motion by Smith/Second by Stark to approve the credit of \$74.66 for 716 Howell Street. Yeas All.

4419 Lake Road for \$132.30 – after a lengthy review and discussion, *Motion by Huska/Second by Stark to approve the credit of \$132.30 for 4419 Lake Road. Yeas All.

220 Lynne Drive, \$191.10 – after a brief review and discussion, *Motion by Huska/Second by Rosso to approve the credit of \$191.10 for 220 Lynne Drive. Yeas All.

OLD BUSINESS:

Projects:

Boat Launch – Service Director Smith advised the sand removal is done out of the water as of today and we just have a little bit more moving to do. So that project will be completed. Committee asked are the ramps in? Service Director Smith answered the ramps will be in by the end of the week, that is our target. There was a brief discussion.

Flooding situations – Chairman Bring asked with all the flooding you guys are still doing ditches? Service Director Smith answered yes as we are allowed. The rain is literally kept us hopping. For instance today we have had several issues with what is going on and we have to take advantage of the rain when it is coming, just because it is pouring and we might have ditches overflowing and flooding spots – it is also isolating which areas are

bad and we are catching them as it rains and when it is going like that it is a non-stop process. I actually have the water guys observing so when they see something they call back and let us know we have stormwater issues and likewise infiltration/inflow. Chairman Bring advised I have spent a little time with Len here in the last few months, he has been pulling all the maps out and going through all this and charted. He is finding a lot of discrepancies where water is supposed to be going and where it is not going and he has got lines coming into other lines but I will just say that I think he is doing a very good job of trying to find all this stuff and I think given some time our water usage that we are being charged for is going to go down dramatically when he finds out on all these issues. He is finding things in the woods, he is finding things that are covered up in the middle of the streets. He has pulled out every old map that you could possibly imagine. I just wanted to let everybody know that I think he is doing a pretty good job on this. Councilman Rosso stated he would be doing a super job if you clean that ditch on Devonshire, when you going to get to it? Service Director Smith answered when my guys are freed up I will get them there, soon. There is some issues and we will be getting to taking care of it but there are some on-going issues that I am working out with the Law Director currently that has to do with ditches. I just want to make sure that my t's are crossed and my I's are dotted. Councilman Rosso stated just clean that, whatever kind of growth that is in there that is blocking that water from slowing that – that will improve that 100%. Service Director Smith answered that is English ivy.

Future Projects:

Sidewalks – Chairman Bring asked do we have any money left over in escrow for the sidewalks? Service Director Smith answered I don't know where I am at specifically yet but I will. Councilwoman Stark asked when does the asphalt plant open? Service Director Smith answered they opened last week and then they closed with the deluge of the rains. We tried to get over there and they just closed it back down.

Road condition map -

Maps on computers – Service Director Smith advised I want to get them onto computer so that those maps are accessible and are not lost. That is something that I am working so I just want you guys to be aware of trying to get that data so that it can be accessed instantly. We have had 2 outfall situations with stormwater where the Coast Guard requested maps before they got on scene to have them ready for them when they got on scene and in both situations we were able to have the maps there quickly because we knew exactly where they were. We have them categorized and we have been working on getting that stuff up. That type of stuff needs to be accessible via computer and via county wide so that they can access before they even leave Cleveland or wherever. It is something that we are going to have to look into the near future at and I did talk to the Mayor about it so I am currently working on it. Councilman Rosso asked how are you going to do that? Service Director Smith answered through the use of K&S. One of the things that I dug out was a 1992 sanitary sewer survey, a sanitary sewer survey has every sanitary manhole in the city

mapped and itemized with a number and a location and it has a clear overlay. It is actually a giant book, it has got a clear overlay but what we didn't have was the inspection reports that went along with that which is manhole#569 over on such and such a street. You pull the book and there is an inspection report from K&S that was done. It tells what condition that manhole was in when it was inspected last. It tells you if there was infiltration, it tells you if there is side infiltration, it tells you where the pipes are going and how many pipes are coming into that. Councilman Rosso asked so what is K&S going to do with that book when you give it to them? Service Director Smith answered I have the book. Councilman Smith asked how are you going to take that big map and put it into a computer? Service Director Smith answered that big map is already on a computer at K&S – that is how they made the book. The information needs to be upgraded, this is 2011 and those inspection reports were made in 1992. He gave costs of process. Councilman Rosso asked you will have them here or they will have them? Service Director Smith answered they will have that because we won't have the programming – they would have it. That would be step 1 is that it is accessible through our city engineer but we don't have to have the programming/buy the programming in the computers to be able to upgrade everything in house. Councilman Rosso asked so they are willing to convert those documents to electronic format and store them for you and let you have access to them. Service Director Smith answered no to start the process of GIS which is to get the maps upgraded. We have several things; you have hydrant maps that have to be updated/we are required by law to have those updated/we have our sanitary sewer map which has all the manholes in the city and then we have now new requirements which is the stormwater map which we don't have at all. Councilman Rosso stated I am just saying to store all that stuff electronically and have access to it quickly could be pricey. Service Director Smith stated yes it could be if we were to do it with our own computers, in this situation the basic format – the original copy of the city is already there. Councilman Smith stated the overlays and everything else is already there so you just have to add to it. Service Director Smith concurred we have to add and we can do it by project turns, in other words the stormwater map can be the project that you add to it but you got to have a starting point somewhere and currently we don't. Currently I have maps from 1927. Councilman Rosso stated but they are not going to do it for free? Service Director Smith continued I just got a quote on it on what it would take to start the process up and get 1 map out of it and it is approximately \$4000.00. Currently have maps that have hand-written dribble on it since through the 60's, through the 70's, through the 80's. Some have pieces of paper taped to them, some maps are so out-dated that they have been replaced 3 times by other maps that are still in the same drawer. The whole process of maintaining those records is something that has got to be addressed and by prioritizing what we need and what we are required by law/the minimum amount that we are required by law to have. As long as we have that process moving forward. Otherwise our official records are going to be what I gave you for the roads. If it works then it works, that is the way I look at it. You guys know that I have done those type of maps ever since my bike trail days but I think there comes a point and time where the

engineers have to be involved in here to make sure stuff is right and likewise we need to update where we are at going down the road with infiltration and inflow. So it is real important to us. I have already used that 92 book to find manholes were underneath asphalt, if that gives you an idea of how important it is. Chairman Bring stated even a section over by Parkview and Elm – there was manholes supposed to be put in place and supposed to be inspected and they weren't even there. There was a brief discussion on starting the process.

Misc:

Water meters – Service Director Smith advised meters are on net for sale.

SERVICE DIRECTORS REPORT:

Service Director Smith reported I wanted to bring you up to speed on the costs of hot-mix with the gas prices/fuel prices going up. It was eluded to that possibly we couldn't afford it. The 3 formulas for hot-mix; the 301 as of Friday we have been purchasing it at \$66.25 a ton has been increased 75 cents to \$67.00 a ton. The 402 mix; we were purchasing at \$66.50 a ton has been increased 75 cents to \$67.25 a ton. The 404 mix; we haven't used it but would be purchasing at \$72.50 a ton was increased a \$1.00 to \$73.50. He continued as you know we have a dumpster on site here for residents to use for a fee to bring in pick-up truck loads of stuff and it used to have a big wicky set of stairs and ramp going up to it that was a liability issue that is just unbelievable. I called Allied Waste and got the pricing on 20-yard dumpsters/30-yard dumpsters/40-dumpsters. That is a 40-yarder that is so tall that you can't reach to throw anything in it. You have got to have a truck to climb up to get into it and it is terrible. They throw stuff in and it breaks and then falls back down and everything. So we are going to get a smaller dumpster back there. I am going to try a 30 which is a foot and a half shorter then that one and see if that is manageable and if not then I will go to a 20. Maybe even 2 – 20's but dump them less where they are manageable. I mean I have seen people over there in the back lifting up stuff and you just can't get up there. There would be a price increase on dumping if we went to the smaller ones but if you can't use the big one, what good is it. I want to give credit to the guys today, they found a cross-connect at a rental property in the 600 block of Kenilworth verified by Die-Test. The homeowner of the rental property lives out of state, was contacted by the Building Department and they will be fixing the cross-connect immediately. As you know we have had lots of problems over on Kenilworth. Also the Tennyson School tie-in to the Kenilworth sewer is collapsed and bleeding clay and has been collapsed for quite a while now. Tennyson School had their plumping people come out and jet their line/when they couldn't get 3 or 4 feet before they started running into blockage. So we went over there and we jetted it out, nothing but clay and then we hit toilet paper. Came back on this last rain/they back-flowed up, we went back out there in a preventative nature after the drains went down and we backed up there running the jetter through. We backed up the drain into the janitor's room but it is nothing but full of clay so they have been notified. We are going to probably take one more look at it and try to see what we can do but I talked to Bob Massori who is the contact that I have had to deal over there at Tennyson School and

they are unfortunately probably going to have to replace that whole line. He gave me a map of the school that I didn't have, the blue prints that he supplied me show a septic system on the corner of the entrance of Tennyson School right there on Richelieu and Kenilworth. If you drive over there you will see the ground is all collapsed, sunk into the ground about a foot right where the septic system is and none of our maps showed a septic system. All we found was a little note on another piece of paper that said it was straight piped in 1960 right through the septic system. So we are currently working with them on that to resolve that issue. We have pipes are unconnected that we don't know where, we have a blue print that shows the gutters have their own separate storm system and I have no verification that the gutters were actually tied into the storm system that the city put in a few years ago – the 12-inch but the blue print that he is showing shows they are connected to the sanitary. So we might have some issues with cross-connects with the school over there that has been in existence since 1960 with cross-connects and we are currently exploring that. He continued also because of the rain and the water, we have had complaints last year about Memorial Park because of the drainage system that is over there. There is some drainage and it is supposed to work but we had mowed it today and it is just wet but if we don't mow it where it is going to get too high where we are not going to be able to mow it and what we will do in these wet conditions and hopefully they will end real soon but we will double cut. He continued the last thing I have is the requirement from the Ohio EPA on the water notice that was sent out to all the residents that are end-users in the City of Sheffield Lake's water system. That was completed before Friday and all the volunteers – thank you. There was a brief discussion on folding and stuffing machines – Service Director Smith to do costs comparison.

Councilman Rosso stated you have brought up about the truck you wanted to buy, did you buy that truck? Service Director Smith answered not yet. Councilman Rosso asked you still plan on taking that money out of ¼ percent road tax to repair the roads? Service Director Smith answered I have discussed the situation with the Mayor and the Mayor told me to continue looking for a truck. So as to where that comes from without controversy. Councilman Rosso recalled and advised when we sold that ¼ percent we were going to do it in roads, we weren't going to do anything else. We bought 2 snowplows last winter with that money and now we are going to buy a pick-up truck with that money and the roads still aren't getting fixed and we are 8 years into that ¼ percent. There was a brief discussion on road repair that has been done/development of a road standard/drainage issues that have delayed repair. Service Director Smith advised Lakewood Beach is great and not the most expensive. Maplewood was double tar & chip and is also great, as Maple & Buckeye are good. Water issues on one section of Hollywood and on Walker Road where the water sits on the actual road and deteriorates. Councilman Smith stated Howell is where a resident filled in a ditch and did not lower the pipe, he blocked it and now it is flooding. Service Director Smith stated we are going to tie into catch basins that need to be tied in over there with pipe and that will solve that. He continued I have got several issues in the city where property owners have been asked by the Building Department to comply

and clean their ditch and running into some resistance. So I have gone to David on clarifying the legal issue as to what we have to do this. We are running into some vagueness which is probably going to be through Ordinance or coming to you guys anyways to try to tighten that up. There was a brief discussion. He advised the treelawn's have become an issue; tree maintenance, I have a resident that thinks the city is supposed to maintain the trees. I have asked David for clarification which would include ditches or piped-in treelawn's.

NEW BUSINESS: None.

MEETING ADJOURNED: With no further business before this committee, *Motion by Kovach/Second by Rosso to adjourn at 8:26 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 May 2, 2011.

CHAIRMAN OF COMMITTEE

Dennis Bring

PRESIDENT OF COUNCIL

Edward R Podmanik

and/or

COUNCIL PRO TEM

Richard Rosso