

**Minutes of the Buildings, Lands, Vehicles & Equip.  
Sheffield Lake, Ohio  
November 3, 2011**

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The regular meeting of the Buildings, Lands, Vehicles & Equipment was held Thursday, November 3, 2011. Chairman Steve Kovach called the meeting to order at 7 PM.

**ROLL CALL OF MEMBERS:**

Present: Kovach, Huska, Stark

Attending: Service Director Smith, Law Director Graves, Councilman Elliott

**READING OF THE MINUTES:** \*Motion by Stark/Second by Huska to accept the minutes of the October 6, 2011 meeting with any corrections. Yeas All.

**CORRESPONDENCE: None.**

**PRESENTATIONS: None.**

**OLD BUSINESS:**

**Shoreway Shopping Center** – Service Director Smith reported we have finished with the paving, the striping is yet to be done with the new revised parking plan. There will be straight on parking along the building front with two-way traffic – not one-way, two-way and then north/south runs of parking lines. It is made to accommodate things just a little bit better. We are just going to have to relearn it, some people are going to be upset at “they changed it again” and blah, blah, blah but there is a reason for it all and that is to accommodate so many parking spaces and that is why we had to move the hydrant. Chairman Kovach asked are you going to be pointing north or are you going to be pointing south parking the cars. Service Director Smith answered they are going to be east/west. Chairman Kovach advised right now headed towards the store there on a southern angle, are they going to be straight in parking? Service Director Smith answered yes straight in, just like Walmart for an example. Service Director Smith continued I want you to be aware as you know I touched on it at the Worksession I believe, the Mayor had me put together a plan to revitalize Shoreway months ago. I was going to copy that out because to be perfectly honest with you it is kind of weird about one of the people running for election making a big issue about revitalizing Shoreway. The plan for Shoreway is already being done, that is what the asphalt/repaving part of it is. So to give you a status of where we are at currently right now. We have 6 vacancies at Shoreway, we have several roof issues and we have gotten the

majority of all the roof issues solved, we have I believe 2 spots and then the lower walkway roof that we are going to be working on. That pretty much takes care of most of it with exception of a dock leak which is a little wall leak at the dock at Family Dollar. The other thing is the previous Service Director removed all the meters; the electric and gas meters and then when they redid the gas lines – the gas lines were piped only for the existing tenants. One of things in order to revitalize that is to get gas service back to each vacant spot and have electrical services reinstalled at each vacant spot and have them meet code and pass inspections and be brought up to date. Then it would be to evaluate which spaces were going to start. The process has been going on with Ohio Edison, the electrical inspector and the electrician for about a month and a half on the vacant spots because of the obsolete wiring, the bad service lines/orchestrating new service lines. Ohio Edison is going to be dropping new service drops into the back and the meter bases I had replaced on 5 of the existing 6 vacant spaces. I just got a phone call from the electrical inspector letting me know that all 5 passed and were top notch and done extremely well so that by this time next week we should have electrical service in 5 of those vacant spaces. Once that happens I will be able to get lights on in each of the spaces and then do an evaluation. I have done a preliminary evaluation and the first one we start on is going to be 4118 which has already had tile removed out of there and it doesn't have any asbestos issues with mastic and/or tile and then there is another one that has the same issue. We will know more after we tackle 4118 but once the lights are on then we will be able to evaluate each space and each spaces needs. In the back we have a process on-going taking care of upgrading the locks on the doors, I have had the rear entrances for loading taken care of, I have ripped out concrete stoops that were blocking doors from opening all the way and we have replaced them with small asphalt ramps to make it easy for people to go outside and also keep the water from going inside the back doors and that process is on-going. At that point we will be repairing the dock area, removing the grass, removing the brittle concrete pieces, recapping the concrete which we will probably not be able to do that until spring; form it up and recap where the concrete has been worn away. We will be painting caution lines on the curbs, signs will be updated, handicap signs will be updated, the curb stops may be replaced after they are painted and visible in the spring along the outside perimeter to keep people from going into the grass. The outside signs will be addressed both of them, the one over by Rite-Aid/Speedway which is a Rite Aid sign but it also has a Bowling Alley thing on it and then the Shoreway sign. We have already had it looked at and it is missing a ballast. We have one pole light out at Shoreway, that light needs to be rewired – the wires were ripped out of it and the base needs to be repaired and we will do that. That will bring all the lights in the parking lot up to snuff, if you remember last year we had the ground vault repaired and all that wiring repaired. So we are going to be in really good shape with Shoreway. As the

units get revitalized like I said we are going to tackle the first one and we will evaluate it on a one to one basis but the meter bases will finally be in next week and we will be off and running. That also includes upgrading keys, locks, lock cylinders, organization, paperwork and paper trails for every individual unit on what needs to be done. Then there is going to be several units that are going to have to have asbestos tile mastic removed and/or remediated. In other words cleaned, locked down, gone over, legally whatever we can do and how that is going to be done. Two of the units have already had that taken care so we are in good shape. I currently have 6 people interested and inquiring on a regular basis about the availability of space at Shoreway. So the interest is there and we will just continue to hope that things stay on this forward course.

**General maintenance in city buildings (lights, furnace, filters, ceiling tile, hot water tank)** – Service Director Smith reported we have got a roof leak over in the Fire Department. I had Chief Card and Officer Langin show me where the roof was leaking and it is going to be real hard to find out. It is a drip rail roof, it drips down along the side and runs along the rail and then drips off. So that is going to make it real hard to do. We are going to have to repair the T111 siding that is on the front and the back of the eaves, overhanging the entrance over here and that is probably going to have to be ripped off, repaired and then drip sealed and drip edged. It is warped, it is has already blown off twice and there is not much structure there to nail it to but we will be doing that and that will be on the Fire Department building. I haven't forgot about the bathrooms over here in city hall, we are half way done with them and that will be a winter project that we will doing on off days. Then I will move onto the bathrooms downstairs. Very possibly I would be recommending the metal piping shields be replaced because they are all rusty and corroded and it just doesn't make for a conducive but maybe we can put some of those water saver flushers in there and that might help to save some money. Jerry has been cleaning the park buildings out, removing all the tiles that we had – he is getting them all palleted. Then I have to do a fire prevention inspection request over there which is to do with the sump pump, rewiring of the conduit and a GIF and I will have that up to code and up to date. Then we can move that other stuff back in there in an organized manner. I still have the carpeting for the Police Department on order, we have got the carpeting picked out. We just need to schedule it and do it.

**Joyce E Hanks Civic Center** – Service Director Smith reported we will moving the excavator on site and I believe it is there today, it should have been there this afternoon on site to start the back and continue with what we have done inside the clay dams that are already there. The outside of the building, we still have the front north side that we are going to do which is going to be the removal of the Styrofoam brick mast off the front above the doorway. We are going to take that brick off, it is about a  $\frac{3}{4}$  of an inch of Styrofoam with a  $\frac{1}{4}$  inch of glue imitation

brick on it. We will use those pieces of that brick as replacements for all the patch work that is done around that building that has been attempted over the last 20 years with everything from orange caulk to white goo to brown gel – I don't know what it is. It has not been replaced with the same brick so we are going to use that to cut out nice little patches so that we will be able to replace those spots and we will fix those spots where the bricks are broken with the stuff that we take off. We are going to replace the top of that with siding just like we did on the west wall on the outside of the Civic Center – the same color. We have the sign all ready to go up – Joyce E Hanks sign is ready to go up on the other side. We are currently working with the electric company on the removal of the pole. They removed the light so far and now we are waiting for them to remove the pole and at the same time I am working with the electrician on putting some 2 up lighting issues over there or to do some up lighting on the front of the Civic Center so we can light it up a little bit better building wise but still use our accent lighting in there. Last week I had the electrician continue with the light replacements at the Civic Center, he put new outdoor lights on the outside perimeters; west, east, north – big lights have all been replaced and they are now working and working the way it should. Besides some minor electrical issues inside that have to do with some circuit breakers, that has been adjusted and taken care of also. Chairman Kovach asked how is our generator? Service Director Smith answered we had an error light on it several weeks ago but I called Ohio CAD and had them come out to do a factory inspection and diagnosis. They came out and advised it was just evaporative loss of anti-freeze that set off the sensor. It is a level sensor that when the level gets down on the anti-freeze. It couldn't identify any leak, they just thought it was due to not being checked. They went through the whole thing and everything passed. Even though it has a self-diagnostic, I had Ohio CAD and we paid good money to have them come out here and do a complete service call on it. Councilwoman Stark asked I know we had talked about the grand opening for the Civic Center? Service Director Smith answered I haven't come up with a time yet and it looks like the 15<sup>th</sup> might be a bad day as we have several other things going on. So there might be an adjustment on that and I will be bringing that to everyone's attention. Service Director Smith advised as reported at the Worksession I want you to know that the vehicles are ready for winter. We will probably be using the new plow, the light dump truck with the skid steer up at Shoreway so that we don't destroy anything. I think last year we were in and out of there within 2 hours once we got there. We revised the plowing plan, we didn't plow the center of the parking lot at all. We used to come through straight and plow everything from south to north. So we did revise it – we took that center section which is D section as referred to in the revitalization plan of the repaving and we use that as a snow area. Cars drive through that at their own risk – there is no reason to plow it as the cars establish a natural traffic pattern and the flow of the traffic works real well up there in front of

the stores and then the cars dictate what we plow and then we plow that. I think we are going to do the same thing this year which will cut down our time that we are there. We will just do the roadways between the different spots and then in front of Shoreway and the bank area. We will have to do the back now and people are using that a lot more too. I don't have any major issues; we repaired the excavator and had some other lawn mowing equipment that went down. The last 2 weeks, 2 of the mowers – we have gotten them fixed and up and running and the roller. We had a problem with the roller and we finally got the roller parts back today and they are going to be welded up and we are going to be in the market for a roller come spring time. Maybe over the course of the winter, this roller cannot be fixed anymore. We are putting it together for the last time and instead of bolting it, we are welding it. The parts are getting welded together so it is not ever going to come apart again after today. There is nothing else that we can. We should junk it right now but to use it in the manner that we need to use it, we have got nothing to lose then to have him weld up those spots where the bolts are striped out. We have been through the manufacturer for the last month and a half of them trying to locate parts and they cannot do it. So that is the approach so I just want you to know that the Service Department will be in the market for a roller. That is a piece of equipment that is going to have to be looked. Not a big one, the one we have is way too big for what we use. Probably half the size with a vibrator on it.

Law Director Graves advised I would like to just brief the committee on where we are with the redistricting proposal. We did finally receive our map and we have got several copies of it which breaks down the city in census's blocks and we have got the list of the numbers in each block which we have written them on here and drawn in the wards. Currently and by the way the first ward, second ward and fourth ward haven't been done since 1982. The third ward was done in 2001 but I don't think there was much change in it, I think it probably just corrected an error because it didn't affect the boundaries of the second ward or any of the neighboring wards. So I don't know what major change they could have done in 2001. Currently total population in the city as of the 2010 is 9,137 people. Breaking that down into 4 wards, that leaves an ideal goal of 2285 per ward. Generally the courts have said you want substantially equivalent and that means plus or minus 5%. That would give us a range of 2170 to 2400 per ward. As it stands right now and these numbers aren't exact, we are right in there. But ward 3 is actually a little low at 2168, ward 4 is a little high at right around 2450. So what we are going to do is continue to work with this and confirm all of these numbers and then we are probably going to be coming to you with a proposal or two to do some redistricting of the wards. The goal of those proposals will be to not only make the wards as equal as possible in population but also to simplify the boundaries. We have some pretty crazy boundaries right now especially in ward 3

which kind of does a U around ward 2. One of the things that we have looked at that just kind of jumps off the page at us, ward 4 is too big, ward 3 is too small and by simply taking the eastern boundary of ward 4 straight up Lake Breeze from the southern boundary of the city all the way to the lake – you would virtually alleviate that problem. You would take about 130 out of ward 4 and put them in ward 3 and they would be very close to equal and you would a nice straight line right up between ward 4 and ward 3. So it think that is something that we are definitely going to propose. Ward 3 we could look at and instead of this little loopy-loop over here – running that straight out Richelieu and that would increase a little to ward 3 and take a little bit out of ward 2 which is also kind of high at 2363. The goal is 2285 in each one. So we will be continuing to work on this and we just got these (maps). These was a brief discussion on where the ward jog off and on. We have to have that done statutorily by the end of the year.

**NEW BUSINESS: None.**

**CITIZEN’S COMMENTARY: None.**

**MEETING ADJOURNED:** With no further business before this committee, Motion by Stark/Second by Huska to adjourn at 7:25 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.

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CLERK OF COMMITTEE

*Kay Fantauzzi*

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CHAIRMAN OF COMMITTEE

*Steve Kovach*

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 November 3, 2011.

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PRESIDENT OF COUNCIL

*Edward R Podmanik*

*and/or*

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COUNCIL PRO TEM

*Richard Rosso*