

**Minutes of the Roads, Drains, Water, Sewer & Refuse
City of Sheffield Lake, Ohio
April 7, 2014**

The regular meeting of the Roads, Drains, Water, Sewer & Refuse Committee was held Monday, April 7, 2014. Co-Chairman Kovach called the meeting to order at 7:02 PM.

ROLL CALL OF MEMBERS:

Present: Kovach, Rosso, Smith, Erdei, Wtulich, Stark, Mayor Bring, Service Director Smith
Absent: Cizl, McCullough (excused)
Attending: Concerned Citizens

*Motion by Erdei/Second by Stark to accept the minutes of the March 3, 2014 meeting with any corrections. Yeas All.

CORRESPONDENCE: None.

PRESENTATIONS: None.

SEWER CREDITS/UNPAID CHARGES FOR TAX DUPLICATE: None.

SERVICE DIRECTOR'S REPORT: Service Director Smith reported I would like to start out tonight to bring you up to date on a situation that we had upon my initial return. The Mayor and I and David discussed in the process of cleaning and the removal of prepping for the Old Water House. Our water guys are dealing with a new law that came into effect; it is a no lead law. We have been preparing for 2 or 3 years now as we knew it was coming in which these components can't be used by the city to repair water meters, parts of water meters or backflows or anything that are put together with lead or have a lead deposit in a certain type of brass with it. The new date was in January – I believe it was the first week of January which was the cut-off. After that it is against the law to use it. In going through that process our water guys just assumed that the 400 meters that we had in stock that were in boxes that were obsolete that no longer met the law were now considered scrap and they got scrapped out. We had 407 meters in stock that were scrapped out, they were no longer used but they did not go through the proper channels of disposing of them. We needed authorization before you do any of that. I was unaware of it and Mayor Bring was unaware of it, we launched an investigation into how it happened and when it became obsolete – that standard practice was to get rid of obsolete stuff and scrap and then that money goes into a kitty for retooling. So when they were doing the water house stuff; all the junk that they got out of the water house and were loading up things to take to scrap because of the weight – they got rid of those too. So I wanted to bring you up to date with that, that means we can't sell them. We got scrap value for them,

we had authorization to do it really I think and I ran that by David and the Mayor that Council had already given us authorization to get rid of them. But the fact was it was something that shouldn't have happened that happened. I wanted you guys to be aware of that. I don't know what the scrap price would have been per meter, we could not use them in our system but still there is no excuse for it. We corrected it as far as the procedure so it should never happen again if we get into that situation but that is something you guys needed to be aware of. Now that being said this is totally separate I met with a Michael Pace of Mueller Systems this past week who is a sales representative for Mueller and they make automatic meter reading systems. Radio reads are now obsolete pretty much and radio read fix systems are what is available and what cities go to now. Radio read fix systems require 1 or 2 collectors or collecting points within a municipality, so instead of the radio reads being done up and down the street by either a walking wand or in a parked or moving vehicle at the end of each street – the radio read automatically reports to the collector which is located either on a water tower or a secondary point. The range of the meters now in the fix systems run up to – well the ones that Mueller sells just for instance; run up to 100 miles range which means that meter is a 2 watt transmitter and it will go to a collector within 100 miles which is a big increase of what it was back in 2000. I started this process and I told you I was going to, you guys asked me to start the process so I met the Mueller and we have other companies and representatives that were going to be doing the same thing with. Mueller does have a system, they put in most of their systems for municipalities and it is a 6 to 8 week process where they convert the city over to radio reads. Their transmitters mount up to existing meters, you don't have to replace all the meters with a radio read box on it and like I said that is a fixed system all radio read. They have 2 fixed systems and the intermediate one is the one that I would recommend we look at if we were to look at them. It is pretty cool, we could probably read all the meters in the city from either the water tower and/or this tower here located at city hall which is pretty interesting. It goes directly into the computer, there is no reading meters anymore by guys and there is no guessing. We will send the guys out and we will have a meter checked because it is right there, it has automatic leak detection built into the system so you can program each residence to; say that if it has a certain amount of flow within 2 hours that automatically flags it. We will flag that and we will print out automatically a flag report in the office here which means now you need to send somebody out to check this manually. As we get more and more information I will be bringing it back to you guys through the Mayor so that everybody is up to date on what we are looking at. This is the first one of probably several; Mueller and their sales rep happens to be a resident of Avon Lake. Councilman Erdei stated I have been pushing for this too, to get these meters read and no estimates and all that and take care of all of our over-costs or whatever we are finding out. On these meters depending on who we get, are they going to teach a couple of our guys in case of any trouble? Service Director

Smith answered yes there is in-house training with it that goes hand in hand and it depends on the system that the city purchases. Each manufacturer has their own system. Mueller systems are made to match with any of the programming of any of the major water programs that are out there; CMI and there is something Works and there is some other different programs that a lot of different cities have. Mueller is made to work with those systems, some systems sell a proprietary and have a computer system that you have to purchase when you purchase their radio read system. As you get more and more integrate the requirements are; for instance remote shutoff – you are going to pay a lot more for a system that you can shut someone's water off from the computer in the Water Department and not send someone out. So there are different levels of that. So we have to get it down to apples and apples, not apples and oranges. So we know what we are looking at, we know what we feel is adequate which will bring us up to date which will get our billing and go from there. Now back in the year 2000 Mr. Gardner at that time came to Council because I read the minutes because I happened to have researched all that where he said that the goal of the city was to get through with the combination of different things. Radio reads, guys reading a certain zone and he was trying to find a combination that would get an actual one complete read through the city; a manual read through the city every month. Well it has been 15 years and we have never got there. They don't do partial systems like that, they come in and they do the complete system. In other words, it is a complete city switch over and it is done in a short period of time. So I just want you to know that that is something that would be – like if the time comes and after we evaluate the different ones and we go and you say you like Mueller and that. Mueller systems go 6 to 8 weeks and you are going to go from one to a complete system that they have on hands training going on in here. In working with CMI, our Department and from there. We don't know the specifics yet until we find out what all the other companies have that are out there. Mayor Bring stated what we will have to do is actually break down all the man hours that we do now and get all that information for you because we will obviously have to borrow money to do this system but I think by everything that we have gone through here in the last probably 8 months and beyond before that all the troubles we have had and everything else obviously we have to do something. He is going to have to find out the right system to make sure that it is done but originally we were told we should do a third of the city, a third of the city by these other guys and I agree with Mr. Smith if you are going to do this get it done and get everything on the same system. The man hours and all the other stuff that is going on right now, I think you will be surprised after we get to you on what we can do with that. Service Director Smith stated one of the interesting things is Lisa overheard us discussing the conversations of Mr. Mueller and Shannon came in and I had Shannon sit down and listen because Mr. Mueller is coming back to talk to Pat so that I get everybody's input of what is going on and Lisa was like I got a lot of input in this too. I said well yes and how would you offer into there. So we had a very nice discussion

and I to be honest with you was unaware about the indirect labor that she puts into the actual reading that the water guys do. From her checking their books, her going in and pulling their reads out, her looking up their reads, leaving her post and walking over and digging out the books and double checking the read because there is a resident on the phone who is claiming it is wrong. There is a whole series of charged labor that falls onto Annie and Lisa that I didn't realize was really bogging them down. They have so much going on over there; those 2 girls that sometimes it is really hard to physically get a handle on what they are actually physically doing on that specific day. So we brought Lisa into the conversation and she and Pat are going to also be sitting in there with Mr. Mueller. So any questions they have can come out and get answered, so I think we are going to have a real good analytical review of what the systems are as each company comes in and gives us a presentation. Mayor Bring advised we still have water meters back from 1936 in some of our residents. That all goes back to what I told you before about the accuracy and what we were trying to figure out and that is why it is making it so difficult for us to figure out; the actual equations of where the water is doing this and how it is coming in and where is it going and that has a big part of what we have been looking into to. Service Director Smith stated another thing that I was showing Dennis is that I found in the sanitary survey of our water system by the Ohio EPA that was filed in 2008. In 2008 that sanitary survey for the Ohio EPA of drinking water was filed which stated that 90% of the residential meters in the City of Sheffield Lake were over 30 years old. President Rosso asked Dennis do you know if we still have that loan out where we bought those meters? Mayor Bring answered I believe that is paid for, maybe 1 or 2 years ago. Service Director Smith advised remember I did the calculation and I figured out everything – every penny spent. President Rosso stated we took the loan out when we bought all those radio read meters that Bill was going to do. Mayor Bring concurred yes Rick and I kept questioning that and we kept getting lied to. President Rosso stated yes and I want to make sure that was – if we still had a loan open for something we scrapped before we borrow more money and also I would be saying that scrap should be going against that loan but if you are telling me that it is paid off. Service Director Smith stated the loan was paid off but there was \$50,000.00 that we didn't touch or Tammy couldn't touch because you guys had to terminate that and I think Council took some type of action that allowed us to use that. Now that was just 2 years ago. President Rosso stated I am concerned about us paying for meters we don't have and never used and I don't we should have 2 loans for meters but now you are saying we won't so you have answered my question. Service Director Smith stated I would like to say one more thing and I want to remind you because remember every time I brought up meters and we discussed it we always went back to the \$300,000.00. Mayor Bring corrected \$360,000.00. Service Director Smith continued what I did and I brought it to you and show it to you is I accounted for every penny of that money. President Rosso stated but we bought \$300,000.00

worth of meters that we just threw away a couple weeks ago. Service Director Smith answered well you didn't throw away \$300,000.00 worth of meters, you threw away 407 at \$50.00. It is still a lot of money. President Rosso reiterated my real question was I was against having 2 loans for meters. Service Director Smith stated we didn't even have to do this, you guys asked me to check into it. President Rosso stated I think it is all great what you are looking at and I think it is worthwhile. It was just a question I had. Councilman Smith asked how many meters in the city? Service Director Smith answered slightly under 4000, I don't know what the actual count is but then you got commercial meters which I think there are 800. Mayor Bring stated those are very expensive too. There was a brief discussion on the size difference of commercial and residential. Service Director Smith stated we would switch over that would include the commercial meters. Also we did get a formal response from Avon Lake back concerning what happened with the ice incident. What Avon Lake did is they calculated how many gallons we supplied them with during that event and then what they did is they shut our meter off from their city going into it until it was the same amount of gallons used. They documented it going out but their other meter, they know how long it would be and then basically gave us free water for so many days. I don't know if it was 3 or 6, one of those 2 numbers but they put it in a report. I had them figure it out and put it in writing for us which they sent over to us. So we did get that. So they paid us back our water during their frozen ice event. Councilman Erdei stated if we do okay and go ahead and do the meters and that, you don't foresee any increase in our water bills do you? Service Director Smith answered well Mark what you got to remember is the older the meter the less it calculates, meters start to slow down and not accurately keep track of how much you are using. They actually have a percentage per year that you can calculate depending on what kind of meter you have that you can figure just out of experience how many percent you are losing in water billing. So the bills would go up if you replace the meters. Councilman Erdei stated I figured that but as far as raising revenue to purchase anything? President Rosso advised we are way far away from making a decision. You might as well as bet there will be some sort of increase somewhere to cover this. Service Director Smith advised Avon Lake usually has a yearly increase. Councilman Kovach stated how well do they work under water? Service Director Smith asked the antenna's? Councilman Kovach stated we usually have a lot of problems with submerged meters. Service Director Smith answered we had a problem with submerged antenna's. The first ones that came out, remember we took them all out. The ones we still have the antenna is located at the top of the pit and sticks up through the meter cover and then there is a plastic cap that comes over the top of it. That was the fix for that. When they sit under water, when a pit fills with water and the antenna was in the water it couldn't transmit or it couldn't transmit through the snow on top of the meter. The new ones, transmit real good – they don't have a problem with snow. The City of Chicago happens to use Mueller's for one example of the manufacturer. It is a

different ballgame then it was back in 2000 when Bill was checking all this stuff out. The electronics and everything has changed, they are more powerful and durable and they have had all these years to work out the bugs. Unfortunately master meter which is the company that we had the problem with hit a lot of city's and they took a hit from it, it was not just Sheffield Lake and it changed the industry actually from what the Mueller guy was telling me. It had a drastic effect on the little guys and it basically cut a lot of the little guys out of the business and the bigger companies that have been around like Mueller who also makes fire hydrants which we have in the city. They purchased a lot of these companies after the big fiasco.

Service Director Smith continued the annual bid ordinance has the roads target list on it and there were some changes made to that. The corrected versions are the ones that are in the ordinance and the changes that we made were due to the fact that we had a lot of additional costs in material and labor that we would have to do to bring the street sections up to par, such as; Oakwood which is really bad, it needs base put in and it needs to be dug out and rebased and we have a large amount of yards in one section that have to have the pipe completely ripped out and the ditches re-graded. The pipes were put in wrong which caused the road to literally turn into a lake every time it rains which cause the spots. So we have to fix that one, that road came off the list. The same with some of the others that came off the list. If you notice we added Shoreway (the back behind) on there and the old Community Road that is the access to the back and the loading dock portion. We have that so that we can get a decent price when the equipment is here because once the equipment is here the price is lower for something that you do so we thought it was a good idea to incorporate it into the annual bid. So that ordinance is going to Council. President Rosso stated you talked about you added a Shoreway portion of it, we just have to make sure that none of that quarter percent money for roads gets used up there. Service Director Smith answered we know that, that was one question that I verified with David. Even though it comes out of a different fund source, can we still incorporate it in a bid and he said yes. President Rosso stated I understand, just making sure we are all on the same page. Service Director Smith stated I am still looking at a time clock for the Water Department, the price has dropped dramatically. Back in the day the ones with the fingerprints used to be big bucks but no it is not – it is like \$250.00 for a fingerprint reader. So the costs on these time clocks have dropped, complete system runs anywhere from \$600.00 to \$1000.00 for one that we would use that would actually the programming with it. We are looking at that because we have a problem with this time clock system over here where it is not always on time with the computer. It causes more work for Lisa to have to constantly go back. I had a conversation with CMI, I actually had several conversations with CMI over the billing issue and the mishap we had. CMI sent us a letter which basically says that they have never ever had a problem with billing like that, it has never happened in their company before. They have instituted all these things in their processes to keep

this from happening again and they have run trial batches to make sure that they can catch something like this. They are sorry and blah, blah, blah. Basically there is not much they are going to want to do for us except get it right and make sure that it never happens again. I wish I had more for you on that, I wish I could get a monetary thing out of them. If that is to be pursued Dennis I am sure will take that up with David and we can go from there. I did kind of put them on the block with that, told them that we can't just be constantly caused money and charges and manpower and not getting any restitution for it. We fulfilled our contract with ODOT for 2013/2014, we ended up using approximately 990 ton in the 2013/2014 season of our contract with 100 ton left in the bin. So per Dennis we went ahead and ordered the remainder allotted to us under this contract amount which would have been up to 1200 ton, so the balance we got at the reduced rate and we had it delivered it is in the bin and all pushed back and we can start next season with a loaded salt bin. So that worked out very well and we also reduced the amount on our contract a little bit but we look real good. It doesn't look like we are going to be using hardly any more, we might get an ice storm or something but we are pretty good. At the same time we got a new notice from ODOT for this year's salt bid for 2014/2015 participation in the ODOT contract and they moved up the deadlines and everything like a whole month and a half. But we got all our stuff in and they accepted it and we are good to go for this upcoming 2014/2015 winter season. So that is handled and they changed that from an 80 to 120 percent min max of your amount to a 90 to 110 percent min max. You can either get 90% of your amount or 110 maximum percent of your amount, that is kind of one of the reasons we lowered it down. The MS4 was finished and mailed last week, that is complete and was mailed out 4 days before the deadline and I sent it certified so I have proof of that and I feel good about that. The Mayor advised me that the city will participate in Pride Day this year which is May 17th. I have already got a dumpster commitment from Lorain County Solid Waste which would be to help us make up for maybe not having one last year. So instead of 6 we might be able to get 9 big dumpsters for this year and we will have them on sight and will keep everybody advised as we get through. I have a couple of meetings with Lorain County Solid Waste and I will keep everybody advised.

OLD BUSINESS:

Ditch cleanings; Day Ditch by Holl/Shoemaker Ditch – north of Richelieu, east side by Buckeye – Service Director Smith advised right now we are continuously doing that. We are facilitating a couple of driveway pipes that we had in, we have a small section to tie into Ferndale sewers on Maplewood. As soon as we can get the equipment onto the ground and the ground is stable enough for the equipment we will be out there working the ditch clean-up's. Rob is already prepping the equipment as we speak. The other thing is we are going to have the boat launch dredged which is going to free Pat up. We have a couple big projects coming up with the bike path

coming up and we have been working on that. We have a deadline which we have to have completed on that so we have been working with choreographing the different manpower that is needed at the different times. So we decided that we are going to have an outside company come in and clean the boat launch out, we are going to haul some of it and they are going to haul it too. This year we are going to go to the designation site 3 which is the sand to the Civic Center. Remember there are 4 locations where we are allowed to dump sand; Lakewood Beach park, the east side of the Boat Launch, Mispah and the Civic Center.

NEW BUSINESS: None.

MEETING ADJOURNED: With no further business before this committee,
*Motion by Erdei/Second by Stark to adjourn at 7:33 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 Offices.

CLERK OF COUNCIL

Kay Fantauzzi

COMMITTEE CHAIRMAN

Mark Cizl

COUNCIL PRESIDENT

Rick Rosso

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 the Roads & Drains Committee of April 7, 2014.

and/or

COUNCIL PRO TEM

Alan Smith