

**Minutes of the Roads, Drains, Water, Sewer & Refuse  
City of Sheffield Lake, Ohio  
November 7, 2016**

The regular meeting of the Roads, Drains, Water, Sewer & Refuse Committee was held Monday, November 7, 2016. Chairman Cizl called the meeting to order at 7:04 PM.

**ROLL CALL OF MEMBERS:**

Present: Cizl, President Rosso, Mayor Bring, Wtulich, Kovach, Smith, Erdei, Stark, Gee, Superintendent Hastings  
Attending: Park Board Gee, Concerned Citizens

\*Motion by Erdei/Second by Kovach to accept the minutes of the October 3, 2016 meeting with any corrections. Yeas All.

**CORRESPONDENCE: None.**

**PRESENTATIONS: None.**

**SEWER CREDITS/UNPAID CHARGES FOR TAX DUPLICATE: None.**

**SUPERINTENDENT'S REPORT:**

Superintendent Hastings reported I would just report briefly that the leaf collection is going well and we have been through the city twice and started again at Erieview and are up to somewhere between Irving Park and Harris depending on how they jump out onto Lake Road. So, the pile started sporadically is how we got through the city obviously twice. The residents are still confused which we knew it would be, it has been a long time since we have had the service. They constantly would call for a specific date which is impossible because we don't know how many will participate on any given day but all that said we are doing well in that. The sewer line going in on Devonshire is coming along very well, we did a hydrostatic test which essentially means they charge the pipe full of water, held it under 100 PSI to ensure that there is no leaks which there is not and we have video footage of everything. They are in restoration right now for the people's properties and sidewalks and some final connections way down at the Lorain border and that is going along well.

Sheffield Lake [Capital Improvement Water](#) – Superintendent Hastings advised ironically I intended to discuss it briefly to Council as a Whole but we had 5 water main breaks that night and really wasn't so much because of our mains but I am sure everybody read a faulty sensor that sent too much volume in the lines throughout the city and Avon Lake. Mayor Bring added the sensor was in Avon Lake and not in Sheffield Lake, it was over there and had nothing to do with us. It was stated on Facebook that it was our sensor and it was **not** our sensor. Superintendent Hastings advised we don't have sensors. He continued so this got delayed and my idea to give it to Council so that everybody could have it and reference it. The Mayor asked me to put together

on behalf of the city a 5 to 10-year forecast focusing specifically on roads that we are investing a lot of money for total repair; Lake Breeze being one of them. Not knowing how much everybody knew about the system I put this together, the first page is about 41 miles and the replacement costs/repair costs/condition of the pipe and so forth is pretty consistent with records that we have from applications for public monies through the years. I did identify the kinds of pipes that are predominant in Sheffield Lake from Cast to AC to Ductile and I did note that 1968 was the last time the city has ever done a comprehensive water line replacement which you know the city really has to look at. There is tons of studies out there, a couple of them grabbed my eyes so I did include them, basically saying that pipes constructed in these eras are all going to fail about the same time because of how manufacturing has changed and the projected useful life of pipes and so forth. I couldn't find anything prior to preparing this really should have a 5 to 10-year plan which was also recommended by the Ohio EPA in our sanitary report. Now something of particular interest was the water main breaks and how that can help guide the city in utility to determine which streets and then I put in that cliché of how you take on such a big project one bite at a time. The next page, I first had to understand the utility so as I pull the data in and discuss it with the Mayor I just wanted you guys to see how it works. The first thing when I got more actively involved was the volume of water that we used peaking upwards of 39 to 40 million gallons a month and how that is really considered loss revenue water. So, as we started putting in those meters and freeing up time you can see that the graph starts dropping everything back down and we are maintaining. If you use the next graph, it just shows you what that costs, that is 2010 to 2016 so a 5 to 6-year period you can see that the cost peaked out at about \$465,000.00 a year in master meter fees. That is what we are paying Avon Lake. So we had to bring those down too and in other words we are trying to understand the numbers and get stability before we put together a plan to improve it. The next page is just trying to illustrate how the utility fluctuates month to month over a course of a year while it is good that we are recovering money now. It was commented that if you are seeing a benefit of \$20,000 to \$30,000 a month then why can't we just use that money, the problem is we are still recovering from ups and downs from previous of years and that graph kind of illustrated that. The other graph was really how Sheffield Lake addresses increases to the rate, in black and white you won't be able to see it but in a color copy the top one in blue shows that the City of Avon Lake who we buy our water from methodically raises their rates about 3% every year. Essentially what that does is they raise the cost of water and we pass that increase onto our residents and then we essentially give Avon Lake all that money and they have outlined improvements, everybody sees what they do which quite frankly is logical. Our contribution during the same time, again in black and white you won't see it but for our own improvements since 2011 to 2016 I found nothing. We have raised nothing for our own programs or improvements so I thought that was pretty

important. Moving along was the forecast, obviously 2015 and continuing through 2016 we are closing up the advanced meter infrastructure and everybody is familiar with that and the project is funded and is going along pretty well now. Then as I look out over the next 4 years, I identified Lake Breeze which is high probability to get total funding from OPWC, we made the short list and will be on a vote in December. So in this scenario the city is going to invest \$400,000.00 in total road re-pavement and build it over a water line that has been excavated probably 12 to 15 times and will continue to fail. So, it is almost prudent to replace the line before you replace the road. Moving along was just asset management, a smaller program; all of the maps that we have from the 60's are like parchment. This is just modern day utility stuff truthfully, it is GPS location of a valve when we go out in the middle of winter and you are looking at an old book and it tells you 15 paces from the fire hydrant east, 15 paces west and so forth and regardless of the fact that we know where most of them are those of us that have been here a long time over there won't be here forever. So to carry the utility on into the future, locating everything electronically and putting it on digital maps using smart phones and all of those things is a good positive step. It will include big maps on the wall, all of the maps we have will be scanned and digitalized and it is really pretty important. I actually wrote a program for the water supply control fund of which we are eligible to apply, you have to make the short list to be eligible to even apply for it which I did apply for and got accepted but then you have to show the funding which is where I am at now. Then the final project with State Route 301, that as you know we are working with NOACA and the County and the State and that as you know is estimated at 1.3 million dollars and again the water line although it is not directly under the road in that case it might be an opportune time. It is only under the road in certain spots there, nothing like Lake Breeze. That being said you could still tweak this capital improvement program, I looked out 10 years and I didn't put that on all of this but 10 years out would include streets like Irving Park Blvd and all of the of those dead-ends that has a lot of breaks. The next page is just how you fund these things the Ohio Water Development Authority is really the main player in this and they are funding our sanitary sewer line right now and once you have built a rapport with them the interest rates are lower if you are a returning entity which we are. Their application process is much easier than going through the Ohio EPA which is another option and what they need to see is every time you go to them for a loan and a project they need to see how it is being funded. In other words if I went there and said I wanted \$400,000.00 for Lake Breeze without having a definitive earmarking of money which is what I am proposing here you are not high-likely to get the loan. The other little graph in black and white which is not so good but in color I am just showing how we can take some of the capital improvement money that we already collect \$2.13, we can take a portion of that and commit towards this 5-year plan and some of it is to the new debt service, maintenance to hydrants and those are the things that we are doing anyway, water

lines specific replacement which we are doing anyway and then some contingency reserve. Obviously, we have to have money in the bank if there is a catastrophe, you can always go to the state for help but you still got to pony-up some money. Interest rates I just identified there which are very favorable – 2.7%. So, all of this aside as the report if getting long is in summary here to what I was hoping would go through committees and Ordinance an increase over the next 3 increase which is how most utilities do it they don't go year after year to the committee. They describe everything 5 to 10 years out and when you really do the numbers, it is not overwhelming; 2017 – 3% is equivalent to a nickel per unit then over the 3-year period 2018 and 2019 you are looking at a total of 15 cents per unit. Those monies add up quickly when you have thousands of customers which we do and if you go into the quick facts, 2017 it will show what those increases will net and how I can apply for the loan and prove to the lender that this is the money ear-marked for the loan and this is how we can pay it back. It is essential to do it that way and it is the only way to do it. I did note on the proposed calculations subject to adjustment by your existing ordinance 935.15 and that is basically saying if our supplier raises rates obviously, we have to raise it and that is already in our ordinances now but again we have been doing that for years but what we haven't been doing is identifying our own projects and creating a fund source for it. I included the pre-unit rate that you would see in other cities around us, Avon Lake is less than us and I might add that they have 200,000 customers though. So, with us at \$1.83 and being so close you begin to question that, Avon for example is at \$4.26 a unit and Lorain at \$4.75. When I say that they have 200,000 customers, they pump water all the south as far as Medina. According to the Ohio EPA the medium household income is \$47,287.00 and the ratio of our water is at .75 and as I had told you when we discussed doing the meters this still falls far below what they consider substantial money to run the utility and continually improve and invest back into it. Proposed funding; the first one has already been funded, the meter 2016 & 2017 is the costs per year and then that carries down for each project. The rest is just examples, just so you know what is kind of involved when you work with the engineering to determine the cost. When I was shooting out these numbers, these are engineered driven based on every component involved with this and this first example is Lake Breeze but this doesn't include the road. Again, I think we will make that list for OPWC funding which is \$125,000.00 grant and a couple hundred thousand in a loan. The other is the kind of pipe, we can save a fortune by switching to PVC pipe. You see it all over Avon Lake for example, as opposed to Ductile, I think it knocks off about 30 to 40% and carries the same lifetime, useful life. Then the other examples are the GIS mapping, the different advantages to digitalizing and bringing our maps and all that stuff current that these guys use day in and day out. I had mentioned to the Mayor when I had reviewed the ordinances to understand one; how to fund these things and two; how the money works. The one thing that caught my eye is that the ordinances currently allow for a discount for seniors. However, it

directs you to contact the Clerk of the Water Department and there is no discount identified. So in this case they tell you that you certainly can pursue, anything available but I can't find anything identified as to what. So, I researched some other communities and basically what they do if you bring in proof of like a homestead exemption through your property tax then you would be eligible for the discount determined by the utility and that is anywhere from 20 to 50%. So, I would have to do math behind that but the whole idea is even if you consider these increases we can still protect those on fixed incomes and provide a discount to those who pursue it. So I guess my hope is you folks give this some thought and move it through committees to make it a reality, most if not all utilities that I get BMP's from identify 3 to 5 years of rates with an increase with a defined project. That way you are not coming back year after year and you are not waiting doing nothing.

**Councilman Alan Smith** stated I just had a clarification, when you compared the rates per unit, that is not apples and apples. You just made it look like we are right by Avon Lake but in all reality for you compare apples to apples we are at 2.46 per thousand, versus 1.83 per 748. Superintendent Hastings stated that is why I identified the gallons and we are still by Avon Lake, so you are correct but some of that overhead is just in the operation of the utility. Councilman Smith stated I just wanted to compare thousand gallons to thousand gallons. Superintendent Hastings answered yes that is why I identified it, most certainly you are right – 748 gallons and that is why I wrote it. Councilman Smith reiterated so in all reality we are paying 2.46 a thousand compared to Avon Lake's 1.78 a thousand. Superintendent Hastings stated I would have to do the math but it sounds very right yes. President Rosso stated it is 2.446 so you are right there. Councilman Smith stated just so I know that we are comparing apples to apples, not that it makes a difference because it is still the 3% for that. Superintendent Hastings answered you are right and I probably should have identified it that way, the only thing that I did was show what the unit was and you are right. They are a thousand gallons and we are 100 cubic feet but that little anomaly in math is really what keeps us going because of the raises that the people get; costs of fuel, gas, operations, all those little things are buried in that 250 gallons and barely keeping their head above water to use upon. So, that is by design. Councilman Smith stated just want to make sure it is apples to apples. Superintendent Hastings stated yes and it is still half of the other cities. President Rosso stated more for Lorain, it is 6.35 per thousand gallons in Lorain. Superintendent Hastings stated to note though because you are being very direct which is good that their fees are also higher because they are per unit rate which doesn't include a base I don't think. So right out the gate we are paying 6.00 per house and they don't. They collect all their money for a per unit rate and quite frankly I would slowly like to turn the utility that way but really believe that we need to identify some programs, get some funding for it and then work on meticulously pulling that 6.00 down, down and down. That is very rare and very few utilities do it that way.



**Councilperson Stark** stated so I am looking at this static financing and I am looking at your interest rates. First of all, you have a period of 10/01 through 10/31, have we got it updated since then? Superintendent Hastings answered no this is when I wrote it. Councilperson Stark stated ok because I know we had loan rate changes. Superintendent Hastings asked the OWDA has done rate changes? Councilperson Stark answered I know other banks have done rate changes so that is why I am questioning if these rates will change. Superintendent Hastings answered yes they will but these rates will far beat a local bank, that for sure. These rates I think are calculated monthly and you can go online at any given time. Councilperson Stark stated are they fluctuating, are we locked in? Superintendent Hastings answered no it is fixed once you amortize the loan, it is fixed. Like right now they are still distributing money out to pay for the sanitary sewer, so they have not finalized that loan yet because we are not done. There is contingency money in there and different fees that once all of that is said and done and everybody is paid walking away then they set that rate, amortize the schedule but you are right that could change. Councilperson Stark asked is this including any financing fees into that rate? Superintendent Hastings answered our last loan at \$400,000 plus costs about 1200.00 in fees. Councilperson Stark asked are we paying outright or are we financing that into whatever. Superintendent Hastings answered no you are not allowed to finance it you have to pay it outright. So, we use our capital improvement lines to do that because we obviously have money there, much more sound then sewer then water but you are not allowed to finance it.

**Chairman Cizl** stated the first thing I did Pat from my sake is understand what you did on that one page that Alan was talking about, the amount of gallons. Assuming that this goes forward eventually and we all have to answer and explain this to all of our constituents and community. Can you redo those 4, it helps me a lot to be able to compare Avon Lake to Sheffield Lake to Avon to Sheffield Village or whatever else? Just so that it is apples to apples. The first thing I did today was look at my water bill had 4 units and not even knowing what the units stands for and trying to plug that in, how I am charged and also the dollar amount? Superintendent Hastings stated if you had 4 units it is  $1.83 \times 4$  plus your base rate which includes a unit. Chairman Cizl stated I did the math and it said my base rate was 3.39 I think. I was confused by that so that is why I am bringing that up, I need to understand this and if I don't understand it I am not going to be able to explain to our constituents. Superintendent Hastings stated I understand, so we need to get everybody on exactly the same gallons. Chairman Cizl stated because they are all going to do what I do, look at the water bill. Just the water, not the capital improvement or nothing else or sewer. It was 4 units and I just did the math real quick. Superintendent Hastings answered yes I will do that for you. Chairman Cizl stated basically using the water bill because that is the one best communication that we have in the community that everybody can look at and try to understand. So for my sake, that was a real easy way to understand where

we are at. The other question I have, regarding mapping what you have now and obviously, you will want to do the digital and you will want to be able to do that. What do you do now when it comes to mapping trying to figure out because if you are just relying on your memory for all of your years of experience here what do we have right now? Superintendent Hastings answered no we have maps but some of their conditions is literally like parchment, I was going to bring some in. All the valves are handwritten where they are and you can pull up, like we had a break on Knickerbocker and the traditional valve at the end of the street didn't work and now you got to go to a map and understand every connection because every water line is looped, well not everyone but most of them are looped. Then they have cutting in valves, so you have got to look at this map and branch it out to isolate it and oh by the way the valve breaks as you are doing that which it did and you are branching out even farther. So, we are looking at 40 to 60 year old maps and handwritten logistics of the valves. Chairman Cizl stated so my question is when you have a break – like you had 5 breaks in one day is there is there a record keeping process that you notate every break at every location? Superintendent Hastings answered absolutely, that is all recorded and sent off to the EPA I just sent the report today. How many residents are effected, pressure, valves turned, locations. See when we spin a valve we paint it orange and when we are done we paint it blue so that way we know it is back open and running and it helps keep it marked for the next one. Chairman Cizl stated I was just thinking from a paper standpoint and recording process, I know you don't have a secretary but you would have a written record history I guess of the location of breaks. Superintendent Hastings answered yes required by the EPA.

**Councilperson Gee** asked on your strategic forecast, you have it for 2017 to 2018 that you will be needing to show the funding sources prior to applying for all of that. What is the time frame in that because you will need the funding sources way already established before you even start applying any of that, am I right? Superintendent Hastings answered if the Council moves somewhat rapidly and is in agreement with all of this and around 2017 at the inception starts collecting these rates I can identify a chart that will show the income coming from it. Then in the meantime to answer your question, we do collect capital improvements now so we would pull some of that money out now. Most of it is pumping into the repairs but there is certainly money there to earmark and the backside of that you are rebuilding our current capital improvement fund.

**Chairman Cizl** stated other than doing the loan type situation, are there other alternatives to funding a project like this? I am guessing the nasty word levy? Superintendent Hastings answered you could do an assessment, we could go to people on Lake Breeze Road and say we are doing 900,000.00 in work and it is going to cost X amount of dollars per foot and here is the assessment on a 20-year bill. Those of us that have been around a while know they did that on East Drive and they came down very upset to be kind, so they weren't interested in that. It doesn't mean

you can't try it now, I have had some people come out and say please assess us and put in gutters, curbs and let them all look like Ferndale. When you see it every day or talk about it like you folks, it is just a matter of perception but assessment is one. Chairman Cizl stated well assessment for the people that are affected on Lake Breeze or a specific project. Superintendent Hastings stated I don't know if you could raise taxes specifically for water but I wouldn't do it that way. Chairman Cizl stated didn't the city do roads way back when.

**Councilman Smith** stated in all reality the way he is trying to fund it our water rates are low and you are only talking 4 or 5 a unit. Mayor Bring stated it is a unit so if you have 4 units it is 20 cents. Councilman Smith stated so the actual cost for water is not too bad but people don't look at the cost of water, they look at their 50.00 or 60.00 water bill and it goes up 10.00 and they are like what is this. Then you have to explain well your garbage went up, your water went up and sewer went up. So, when you start talking each individual and actually break it down, the water is really pennies over a 5 year program to fund some of this stuff realistically. Chairman Cizl stated like you said sewer is tied right into water. Councilman Smith stated the one that makes the most sense is the mapping because that almost has to be done. Mayor Bring advised if you ever get a chance like in Avon has had that done. Councilman Smith stated Avon Lake is doing it now I think. Superintendent Hastings stated some of them have their own departments. Mayor Bring concurred but there are layers of everything, it is all mapped and it has been talked about for a long time but when you get to the point where like Pat said there is only a few guys around here that know this stuff and when they are gone then the people coming in are going to be screwed. I think we are all here to make the city better and to look into the future and it is coming awful fast. I know that every day that I get up I wonder what happened to the last 10 years because it goes by so fast and it is going to happen again. The city has made mention that we haven't planned for years and stuff and it is true there has been no plan. I think we always ran by the seat of our pants and I think it is time that we do make a plan and you guys need to look at this and find out what your thoughts are but I think Pat has put a tremendous amount of effort into this to make this right.

**Mayor Bring** stated we just saved around \$96,000.00 because of his records because Lorain if you remember I told you we were in a dispute about a bill in which Lorain wanted to charge us \$85,000.00 for water that was in the middle of the summer. Superintendent Hastings clarified sewer treatment. Mayor Bring continued we knew it was wrong because the only time that would ever happen is we got that tremendous amount of rain and we get infiltration and everything else. Well him and David went down there for a couple of meetings and this girl had a power point and Pat came down with his facts and David did this and found out they were right and they actually used Pat's figures which I think they saved 5.00. So we saved \$95,000.00 that they were going to charge us and then on the increase of the rate that they were going to charge they went by a percentage and Pat can tell you the percentage that



they were going to charge us was the wrong one and we saved another \$46,000.00. If you look this money and it is because we are now paying attention and we now have numbers to look at to where we didn't have anything before, we went in there blindly. I know that David and I the last time that we negotiated was when they had a previous Service Director over there but we went in and negotiated a good deal but we now have something to back it up and when I send them in there now it is good. We would have gotten screwed and that is why you have to do this kind of stuff.

**Chairman Cizl** stated infrastructure is a lot of talk across the country now. Mayor Bring stated it is across the country and it is not getting any better and that is why Avon is benefiting by having farmland and actually Sheffield Village because they are putting all new pipe in. We had plastic pipe in from years ago but that type of pipe did not hold up to what it does now. So, things have gotten a lot better but sooner or later you have to replace it, just with those last water breaks which weren't even our fault. How much were those clamps? Superintendent Hastings answered they run between 300.00 to 500.00. Mayor Bring asked we did how many of them? Superintendent Hastings answered I am up to 6. Mayor Bring advised 6 of those just in clamps and breaks. Superintendent Hastings advised 96.4 hours of overtime this 2 weeks, clamps, overhead, water usage went up a couple million gallons. Mayor Bring advised just like right now it is taking those guys away from stuff that we want to do on other projects but they are constantly on these water breaks and stuff. People are constantly saying that we are ignoring these breaks but we are not ignoring the brakes, we are ignoring some of the valves because we are going back to get those later because the amount of water that is coming out is very small and we don't have the parts for it and sometimes if they take it and tweak it they will find a sweet spot and it will actually shutoff. If there is a break in the road we are not going to ignore that but on the valve part of it is the ones that we may go back at a different time. Just trying to get everybody up to speed and then we looked at the elderly and people on fixed incomes, we need to address that too.

**Councilman Smith** asked is Avon Lake going to try to work something in the amount of overtime that cost us because of their sensor going bad? Superintendent Hastings stated I am just now truthfully getting those numbers together. I went to Avon Lake billing department today because they only sent half the bill and I wanted to see those numbers and I waited until they printed it. Mayor Bring advised when that happened I had him call and they went nothing happened because honestly I don't know if they really did know but they weren't going to admit anything until they found out because they blew all their lines too. Just like Pat said he has been here 31 years and you don't have 5 breaks in a matter of 15 or 20 minutes. Councilman Smith stated I was just curious but if you are on it that is all I was questioning because that is a lot of overtime. Mayor Bring advised we agree with you 100% but we have a very good relationship with Avon Lake. Superintendent Hastings advised these are the same folks that I call at 2 in the morning if we don't have a clamp this long. You are

wrestling with the same thing that I am. Mayor Bring stated this is just one of those times you just don't pound your fist and go over and jump up and down screaming. You go over and say hey we need to talk. Superintendent Hastings stated the other thing that I haven't done is I don't have the numbers showing the consumables that we sent out to see – even though the water is up a couple million gallons, did it go through residential meters or is it lost revenue so that is an unknown.

**Chairman Cizl** stated wonderful report, thank you Pat and I appreciate that very much. Chairman Cizl continued on leaf collection, you said you went through the city twice already. Unfortunately, a lot of the trees still have their leaves. Mayor Bring advised we are going to do this for a while. Chairman Cizl stated I know you originally said you are going to do it twice. Superintendent Hastings advised it is important to understand that the truck goes out every day. Some people are of the idea that we are going to do their house only twice, we will do it as many times as we can go through the city. But one day I go down Belle and there is 2 piles and the next day there is 60 so you just don't know. Mayor Bring stated I was working on one of my rental houses because the people moved out and this lady comes running over there and she is all distraught and wondering about her leaves and I told her don't worry about it we are going to pick them all up. She said I just want to make sure I don't get missed and I said no we are going to continue the process. So, then I drove by her house on the way back to my house and she had a small pile of leaves which I could have picked up and put in a garbage bag and still had most of the garbage bag left. It is a good thing and there are still a lot of people that are just doing it the old way but we are going to try it and see if it works but so far it has been doing alright. Chairman Cizl asked you putting all the leaves at Ferndale right? Superintendent Hastings answered no, no, no – you have to have an EPA permit to do that. We recycle through Kurtz Brothers. I originally thought of doing that and composting, the Mayor always had plans of selling and making compost available but you have to have a permit from the Ohio EPA. Chairman Cizl stated I used to get my mulch from Avon Lake years ago working for Canary and I thought it was nice that we are giving to the community. Mayor Bring stated that is exactly what we had planned. Superintendent Hastings advised I toured their site and they do it real nice. Chairman Cizl stated it is free mulch and it doesn't cost anybody anything but the laborers of actually having to collect it. Has there been any issues with some of the people who don't have sidewalks and curbs, filling up their ditches? Superintendent Hastings stated a few people have called and the idea is to get it on the berm or half down the ditch but don't blow it in the ditch. It is difficult and I get it and we do the best we can. Councilman Smith asked when you do do them, do you want them raked in a pile or like along a stream? Superintendent Hastings answered the stream is better, that way you can broadcast it without invading the street and the vacuum is fantastic. Councilman Smith stated you don't want to just push them in the ditch though, you want to kind of push them on the other side and if they fall off it is no big deal.

Superintendent Hastings advised rows are the best, we have backpack blowers and rakes. It is really a great service I am glad the city was able to put it together. There is just a learning curve and it is weird to see people's comments because they haven't seen it or they just don't understand. I take for granted that they do, but I am wrong, so we try to educate.

**Councilman Kovach** asked does anyone want to refer this to Ordinance for the per unit increase to be discussed because there is only 6 or 7 weeks until 2017? President Rosso stated I would be leery thinking you are going to get anything done early in 2017 since it is already November and you don't want to rush this through. I am just making a statement I think it can go to Ordinance, but do not walk out of here thinking we are going to raise rates January of 2017. Mayor Bring stated February 1, 2017.

**Councilperson Stark** stated just a quick clarification on this leaf thing going on, so the residents just push it into their tree lawn area and I saw the truck or heard the truck this morning going through at 7 something this morning and they go through and pick it all up. Superintendent Hastings stated it is a massive vacuum. Councilperson Stark stated so if they still bag it, they will take the bags if people bag it through the garbage people? Superintendent Hastings answered absolutely, yes. Mayor Bring stated that is what I said, some people are still doing it the old way and some people are just raking them out. I mean I just grind mine up, I don't do anything. Councilman Smith stated I didn't even know we started it, was it on a water bill? Superintendent Hastings advised it was on the water bill and they did a feature story in the paper. Councilman Cizl stated I like the idea that we are doing something for the community and it is not costing them anything.

**Councilperson Gee** stated should we have at least a discussion on the water sent to Ordinance for nothing more just to discuss and look into more? President Rosso stated there is really no reason why you couldn't bring it up in Ordinance and discuss it anyways, I don't even know if you need it referred but feel free to refer it if you want. Councilman Kovach advised Clerk Fantauzzi if you would please put that on the agenda for Ordinance. Councilman Erdei stated going back on that, I remember a few times we were discussing some things and it was brought to our attention that we should have had talked about it at Worksession. President Rosso stated you should have a Worksession before you write up legislation that is in the Council to vote on, you should discuss it in a Worksession. You can talk at Ordinance whatever you feel, when it is out of Ordinance and goes to legislation before it goes to Council to be voted on it should go through one Worksession. Councilman Erdei stated I said it should go through one Worksession before it really gets to us even, I don't know how Rosa and Steve feel about it. President Rosso stated, but Steve is the Chairman has already added it to the agenda. Councilman Smith stated even so, if you do go to Worksession and then you go to put something together with Ordinance we won't get it until it is at Council to discuss it any further of what you come up with. That is why

he wants you to go to Worksession after you come up with your ordinance, you can have before and after. But it kind of makes sense that before the ordinance actually comes to Council for three readings to go to a Worksession so that everybody can comment on. President Rosso stated you won't have that ordinance until January. Ordinance Chairman Kovach stated it can just stay where it is right now because we don't have a Worksession this month. Chairman Cizl asked can we make this something of a discussion next month by basically calling this old business in this committee.

**OLD BUSINESS:** *Ditch cleanings; Day Ditch by Holl/Shumaker Ditch – north of Richelieu, east side by Buckeye – None.*

**NEW BUSINESS:**

Councilperson Gee asked how would I go about asking the Service Department for a “slow sign”? Do I have to go to Safety or can I bring it up at Roads & Drains for a slow sign? President Rosso stated you have to talk to the Mayor who is the Safety Director and he can put up or take down any sign in the city.

Mayor Bring advised I don't know if all of you know, but Annie in our Water Department resigned, she hasn't been here since I think March of this year. I have been having some girl's fill-in part-time to figure out the right person/fit to bring somebody in full-time to fill that position. I will tell you that we have had a girl here since June and we have had a couple of other girls to be honest with you, but the girl that I am looking to fill this position has been here since June and she has actually done a very nice job and I am thinking about bringing her on board. It may be shortly or maybe the first of the year, depends on what happens when I talk to one of the other people over there. Just be aware of that, so I will probably be filling that position. Councilman Smith asked is there like a process that you got to go through for offering the jobs and then posting the jobs, the whole interview process?

Superintendent Hastings stated it does have to be posted 5 days. Councilman Smith stated so you just pick people to hire or do you have to bring in applications from people and do the interviews just like you would Police or Fire. Or do you just post it and nobody does it, then you hire whoever you want? Superintendent Hastings stated there are applications coming in and on file always. Chairman Cizl stated you have to post it also since it is a bargaining unit position if I am not mistaken. Superintendent Hastings stated right. Councilman Smith stated no test or anything has to be given or anything like that. Superintendent Hastings stated no. Mayor Bring advised not for that position, as we are filling positions in this city now I am trying to make sure we get the best possible people and it just one of the things I have to do. So just so you are all aware of what is going on.

**MEETING ADJOURNED:** With no further business before this committee,  
\*Motion by Kovach/Second by Erdei to adjourn at 7:52 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.

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CLERK OF COUNCIL

*Kay Fantauzzi*

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COMMITTEE CHAIRMAN

*Mark Cizl*

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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 November 7, 2016.