

**Minutes of the Roads, Drains, Water, Sewer & Refuse
City of Sheffield Lake, Ohio
January 8, 2018**

The regular meeting of the Roads, Drains, Water, Sewer & Refuse Committee were held Monday, January 8, 2018. Chairman Cizl called the meeting to order at 7 PM.

ROLL CALL OF MEMBERS:

Present: Cizl, President Rosso, Mayor Bring, Erdei, Kovach, Wtulich, Stark, Gee, Superintendent Hastings

Attending: Park Board Gee

*Motion by Erdei/Second by Gee to accept the minutes of the December 4, 2017 meeting with any corrections. Yeas All.

CORRESPONDENCE: None.

PRESENTATIONS: None.

SEWER CREDITS/UNPAID CHARGES FOR TAX DUPLICATE:

789 Dunny, in the amount of \$37.95, after a brief review, *Motion by Gee/Second by Wtulich to approve. Yeas All.

904 Dillewood, in the amount of \$48.30, after a brief review, *Motion by Kovach /Second by Gee to approve. Yeas All.

MAYOR/SUPERINTENDENT'S REPORT: Superintendent Hastings reviewed the submitted report of  Sanitary Sewer Rate Review Process & Capital Planning 2018.pdf He advised we have been talking for many months about the need to have a discussion about the sanitary sewer rates and the system as a whole and on the advice of the committee I was told to have a report today which I do. The information that I gather is very voluminous, a lot of data. So, I tried to condense it as best I could and my goal tonight is not to read all this word-for-word but give you an overview. I am hopeful that it will go through your committees and questions will come as we move through it. This is all in reference to our sanitary sewer system. So, if you move through the report I do go into a brief description on the total linear foot which is about 36 miles of sewer pipes in our city. I charted out based on our OPWC applications, the city has to estimate replacement cost/repair cost and you see that that is coming in at about 23 million dollars. I continued on with a description of our waste water facilities, most of you are aware that we have 3 pump stations. The first one is down by Dillewood has 450 horse power pumps and some of that dates back to 1929 with the most recent upgrades in 1992. Then pump stations 2 & 3 which range from 25 to 35 horse power, those are going back greater than 20 years of rehabilitation. In moving along, I identified the waste water volume's so we can

understand what our system is in the pipes, the station. In review of the volume's that we treat you can see 2015 – 17 millions of gallons per year versus a million gallons per month versus a million gallons per day. Clearly you can see an upward trend and while the housing stock and population is not changing, actually the population is going down those volumes increase. That is further shown when you actually look at the cost of treatment again 15 through 17 is the difference of about 100,000 dollars. So, it is climbing and it is costing us. The chart at the end there is from the City of Lorain is an example of equipment that we don't have but it is just a snapshot that I wanted you to see what a rain event looks like, the blue on the bottom represents a typical flow line and the orange represents heavy rainfall. The top one is the spikes which are orange and the bottom one is what the standard norm is, so that is during a rain event. In moving along, I did identify our processing in complete. Capital improvements, one is the force mains, but when I started assisting in this capacity, the city's force main was all but out of service. We did rapidly put together some funding strategy's and get 2600 linear feet replaced. That is all in operation now. Then the pump station rehabilitation, I went into quite a bit of description on that and that is our current projects currently with the Ohio EPA on the loan application. It includes improved pumps called variable frequency drives, equipment, supervisory control and data acquisition, gas detection equipment, safety equipment, electrical upgrades and so forth. According to our planning documents with them, we should be releasing the funds in 2018. So, we anticipate a direct purchase of most of the equipment, I have been working with a supplier for almost a year who supplies KSB pumps and I will certainly clarify it with the Law Director but our Charter allows us to buy for a utility without a bid. We do have to bid the labor. The next few pages are just some of the correspondence so that you can see how I interact with the Ohio EPA, these are public fact sheets and comments. These are under review and will be going out to the citizens, that is about 3 or 4 pages there including a map of our sanitary network. The next couple of pages are my planning, facility studies with the Ohio EPA, which is how I engage with our Ohio Engineers on replacing the pumps with new VFD; the capacities, the efficiencies. Again, I put all this in here, so you understand and see everything as a whole. I realize it is quite a bit of information. As you move through the report, you will come across a capital improvement guide section in there. I noted that I have been participating at the level here of the Superintendent, it was necessary to draft a capital improvement plan so I took some of the former Service Director's work before he fell ill and incorporated some of our own. I put together a plan which is essential to seek funding and then I highlighted in yellow where we are. Most of them are done, the second one was hydraulic modeling, which was suspended of the

money that we were exhausting trying to get our pump stations going, but we are 75% complete and we will be moving through that. If you flip to the next page you will see capital improvement, future planning which is the next 5-year plan where I identify sewer video inspections, subsequent joint repair, reline grout. This project will go on every year and in fact, the city has already secured grant dollars for, about \$600,000.00 in total. This is a big impact to the inflow and infiltration; I&I and it will represent every year of the 5-year program. Moving along, sanitary collection root treatment line repair, that is the treatment that we do to keep the tree roots out of our system. Manhole rehabilitation, there are hundreds of manholes throughout the city. Another effort towards I&I is the rehabilitation of over 500 manholes during that program year. I did identify equipment acquisition, some time ago I mentioned our sewer truck on purpose and as we get into this next 5-year plan that truck is going to be 17 years old. So, you need to plan ahead and that is why I identified it and also with that equipment is camera inspection equipment and our system barely works now as it runs on VCR's, it is just very old 20 plus years. But that is critical and putting it in day after day inspecting these sewers and repairing them. The last thing, sanitary retention for the planning, design and construction; a grand goal, but necessary none the less the retention of this sewage for the final buildout of the City of Sheffield Lake and to satisfy preventing all sanitary sewer overflows into Lake Erie. I suspect within 5 years that will be mandated by the EPA. So, moving along so you understand, number 1 is how the system works; the pipes that are in there, the pumps that are in there and the goals that we have for them. We also have on our back the compliance consideration and there is 2 main factors with that; 1) the City of Lorain, which our contract will expire in December 2018 which I have attached that here for your review and it is not very long, 2) the Ohio EPA who indirectly through mandates to sanitary overflows to the City of Lorain, they mandate their satellite system which is us among other smaller communities how much sewage we can send to them. That is another big report and I would be happy to share it with you if anybody is interested but if you kind of fast forward through the document with Lorain you will come across the head page to a report that I wrote to them. The City of Lorain, the City of Sheffield Lake, a guide to addressing EPA directives. So, basically what happened here is they wrote our Law Director and cited a portion of our contract, section 4.2 of the agreement to go outside of the agreement and change the dynamics of it. They want to limit how much water we can send to them last year. This is very big in that our flow meters don't work, I don't even know the volumes as much as I would like to, I have them in their city. It impacts basements, it impacts pumps, I mixed in a few of the documents that they sent us from the Lorain that the

Ohio EPA sent them. The end of that report was the city's request to be given time to analysis, prove and address the topic before we sit down and make an agreement on the limiting of sewage. My point in sharing all that with you is it is coming, that meeting took place in 2016 and we have already gone through 17 towards our goal at the pump stations, but I guarantee you that in 2018 when our contract expires it will be the perfect opportunity for them to impose their restriction. So, as we get near the end of it, our financial summary considerations, I identified the current rate structure of our sanitary operations to include capital improvement charges and a per unit charge, an increase in direct expenses associated with capital improvement planning, operations, maintenance and overhead that have not been imposed in this city in over 6 years which is pretty profound. In other words, while our ordinance does allow for us to pass on the cost of treatment that Lorain gives us onto the consumer so that we don't go under, we have not increased our rates based on our own capital improvement planning, our own maintenance, our own overhead, our own increases and everything associated with running the utility. So, if you define our rates, it is \$4.00 base fee, \$2.00 capital improvement, with a per unit charge of \$3.45. So, in summary over the last few years as illustrated in the report, the treatment costs have increased over \$100,000.00 for the utility. So, it is costing us more and at the same time the City and the Council and the Administration have or will invest over 1.3 million dollars into the sanitary system. So, we are doing our part, our efforts have stabilized critical pumping and transmission lines, we have simultaneously secured grant funding and local dollars for our journey in identifying and correcting the flow & infiltration problems. We have identified a clear direction which is a capital improvement plan and then we conclude by proposing a rate increase for your consideration and move through your various committees if you so choose of about 4% of the per unit charge and then a dollar increase broke down 33/33 and .34 to the capital improvement. I did the .34 at the first year 2018 because I anticipated if this passes it will take several months to get there. Then I concluded the report on comparable, so everybody will say if you are asking to increase the rates how do we compare to the rest. Well, it just so turns out that the Ohio EPA does a sanitary, water & sewer survey. Another massive report, which I put the link to it, if you want I have a couple of copies, but I was able to summarize it in 3 lines. Across the State of Ohio in 2015 & 2016 the annual cost of residential sewer was \$661.00 a year and that represents about a 5.5% increase. This represents an average monthly usage of 7,756 gallons and that is 1,037 cubic feet. So, we bill in cubic feet and that is why I threw that in there. If you apply that same average to our sewer rate, it comes out to less than \$200.00 a year. So, we are drastically lower compared to the State of Ohio. I

would conclude by saying I did the math over and over again because it didn't seem right to me, I even had Lisa check my work this morning and I believe the Mayor walked in at that time. The reason that I don't like it is they are implying that a family is using 7,756 gallons a month. I think that is low and that is not characteristic of our families in Sheffield Lake. So, I took my bill, which represents a family, then I added the math behind it, 4% of our bill comes out to .14 cent increase if you are averaging 10 units, that would \$1.40 per month increase on that per unit charge for a total of \$16.88 annually. Now, that can further be reduced because we actually reduced the sewer rate in the summer when we are watering our gardens and lawns and washing our cars. Then the capital improvement fee, a buck, which is .33 cents a year over 3 combined with the rate per unit would net an increase of about a \$1.74 per month on water & sewer bill and that is \$20.00 a year. So, again, I know this is a lot of information and my goal is to get it out in front of the Board and the Committee much like we did with the water. I suspect there will be questions along the way or even this evening, I would be happy to answer them. I can tell you that the system is starting to struggle despite our capital improvement. Councilperson Gee asked when in 2018 is our contract up and has to be renewed? Superintendent Hastings answered December. Mayor Bring advised if everybody has been paying attention all along and you have been reading in the paper, that some of the other cities surrounding us and even in other towns away from us the sewer rates have been going up. It is something that we have been talking about for years and years have been our flooding problems and also our infrastructure, this is part of what Mr. Hastings has just put on paper for you is that our infrastructure is failing. But we are not the only ones that are doing this, this is older communities that have had these systems in the ground for years and years and years. Eventually, you have to put money into it. We have all sat here and seen residents come in here and complain about the rain water and flooding, this is part of what is going to correct that. What it all comes down to is that everything costs money, so this is why we are coming to you guys is to move forward with this. We can't kick a can, we can because we have but the can right now is all dented up and is not rolling very far because we have kicked it pretty far. But everybody else is kind of in the same boat. You have got some of the newer communities like Avon and stuff that were all farmland and they put in all new PVC pipe in and even with that though, it has cost a lot of money. The other thing is they are still making a big push the lake clean and they are not going to keep allowing us to pump raw sewage into the lake. They are going to start cracking down on that. I know Lorain has already been up on that because the EPA has been after them and after Avon Lake. Well, we are in the middle of that too. So, that is going to affect us too. But I know at

the last contract that they tried very hard to raise our rates much higher and Mr. Hastings and Mr. Graves kept us at a very low rate so we are very fortunate there but all this is basically coming to a head. He has put a lot of time into this and I would hope that everybody would take the time to read what he has proposed here. This is where we are at and this is part of what is going to start correcting some of the problems in the City of Sheffield Lake, it is something that we have to do. If we don't think the public is going to be down here screaming and yelling at us on a regular basis every time something happens. It is not going to cure everything but it is going to be a start. Councilperson Stark stated, we understand this mostly because you guys have been good about explaining it to us for months and telling us what is coming, but Joe-Shmoo from the public comes in and he wants to know why we are going to increase his water bill to 2 something or 3 dollars. How are we going to explain it to them in layman's terms that they get. The person whose basement isn't flooding and I understand those people, but we are going to get those people too, how are we going to explain it to them when they come in? Mayor Bring answered just what I explained to you guys, it is very simple. We have had these problems for years and years, our infrastructure has failed just like everybody else's and we have to do something but nothing is free. I don't care what anybody says in the government, they are not going to hand out free college tuitions and they are not going to hand out free sewer. It is not going to happen, somebody down the line has to pay for it – well, our city is paying for it and every year it is costing us more and more. We have had a few problems and we have corrected them, but we have a lot more problems. So, everything you do cost money. For everything that is happening and what is proposed here, it is really a lot of money. Now, I know that there is a lot of people that have a hard time paying their bills and everything else, just like the elderly they don't like to see any increases. But, unfortunately, we are all users of this system. So, we have to pay for it. That is really simple, it is failing and it needs to be fixed and it cost money. So, there are three topics that you can use, you can put that on the website and everything else. If you throw that on there, they are not going to read it. They are going to look at the one number, the number that got increased and they don't care about any of this stuff, but this is what is helping them with their problems. President Rosso asked Pat, when was the last time that we increased? Superintendent Hastings answered February of 2012, so it will be 6 years next month. President Rosso stated I don't know who was up here in 2012 but I don't remember an uproar the last time. Superintendent Hastings advised that increase was quite a bit more than what we are proposing. President Rosso offered quite honestly, if you didn't tell them they wouldn't notice. Superintendent Hastings advised some notice. Councilman Kovach

stated that is easy enough, you spell that out on the water bill. President Rosso advised the majority of people have seen some sort of reduction, in fact, with the new water meters and monitoring, we are getting more accurate billing. They are not getting the ups and downs every 3 months, at some point you got to do what you got to do and quite honestly, it is the right thing for the city and we had to do it. Mayor Bring advised the thing now is that with this report you have a backing. So, if they are going to argue, like Leanna says you just well here, I have it right here. If you want to take the time to read it, I will go over it with you. But we never had this before, because they just said this is what we are going to do. But we never really had the stat's so if somebody came in we never really had it in print. Now, we have something right now that we can show them and it is accurate and professional done. So, that makes a difference and regardless there have always been a few people screaming and yelling at me. But for the most part, just like Rick said, I think that the people appreciate that you are actually doing something for the city that is correcting it and it really isn't that much money. These things make a big difference and it is just like our roads and everything else, sooner or later you have to fix them. You can't let them just deteriorate beyond because it is not doing anybody any good. Councilman Erdei asked do you guys have any idea what is going on with that retention pond? Superintendent Hastings answered, I just met with the Senator today and she is reviewing it and heading to Columbus tomorrow. Also, I was at the county today, the Mayor sent me down there to work toward another ¼ million dollars towards Abbe Road, which we were very prepared for and I came out of that meeting feeling very confident. We are one the very few projects across the county that are shovel ready which is key. So, in addition to addressing that, on the way out I walked the Senator to the elevator and pushed on the project. We actually submitted 3 to the capital budget plan. Mayor Bring advised I go to functions that you guys don't know that I go to but I see all these people, I see the Commissioners and I see Senator Manning and thank them personally several times and again when we have somebody here that can go professionally and talk to them they appreciate that. Senator Manning has more than once told me how much she wants to do stuff for the City of Sheffield Lake, you know she grew up around here and she is very pro-Sheffield Lake. So, we get along very well and the County Commissioners are trying to help us out. They knew that we had some struggles and when I first got in here I talked to them about our problems again, but now that we are actually doing things, they are looking at the city actually improving and they see that the money that they are giving us is being used in a correct way. That is what we are trying to do and like I said every time I see them, I thank them personally; each one of them and it is helping. Councilperson

Stark asked have we had any water main breaks, how many have we had because of the cold weather? Superintendent Hastings answered Saturday, we had one on West Drive that the Mayor actually stopped on site to visit. In the month of November, we had 5. Historically, we are still doing well. We have had some frozen meters and some frozen residential lines that I sent the guys out for shutting off water where a resident didn't have a valve in their house Sunday night. Mayor Bring added even though it was their problem and that is something that we are going to you guys at a later date too. The resident had a pipe burst in the house, they did not have a valve to shut their main off and he was in our pit trying to turn our meters. Mr. Hastings advised him that he shouldn't do that and he said it is my house and he advised him that he doesn't own the meter – again, that is called tampering. But we sent someone out there for 3 hours of overtime. Superintendent Hastings advised double overtime. Mayor Bring continued double overtime, to accommodate this gentleman because he did not have a shutoff in his house. It is something that we are going to have to think about because if they don't have the proper equipment to do things and we have to send out for overtime even though it is not our fault then there should be some kind of a charge or warning saying that if this does happen again then you will be charged. It had absolutely nothing to do with the city, he just could not shut off his water, but again, then he is in our pit trying to manipulate the meter which he had no idea what the heck he was doing which he could have broke. Chairman Cizl asked this was West Drive you are talking about? Superintendent Hastings answered no, this was on Hawthorne. Mayor Bring stated the one on West Drive was right on the corner of the street. Superintendent Hastings advised yes, that was a big water main. Councilman Kovach stated back to the report, has there been any thought as to where we would put an underground storage facility? Superintendent Hastings answered one thought has been near pump station#1 Dillewood and we don't own the land, but there is a field there that we might be able to acquire. Depending on our plans for Shoreway, there are 24 acres there which is right on top for pumping, but I kind of shy away from that area, it might clash with a marina. The footprint on that is not terribly big, you could almost build it in a park as it returns to grass. My short answer would be is somewhere around pump station#1 Dillewood. Chairman Cizl stated he said below ground, are you basically talking a retention pond? Superintendent Hastings answered no, this would be a structure below ground because it is sewage, so we don't want to smell it. Councilman Kovach stated it is technically a septic tank. Chairman Cizl asked how big of an area would you be thinking? Superintendent Hastings answered if we all noticed Avon Lake construction of their 3 million gallon underground facility there at Moore and Lake. So that is the footprint of a 3 million gallon and we

wouldn't need to hold that much, maybe a third of that. Chairman Cizl stated Pat, I want to thank you for the excellent job on this report. First of all, you are preaching to the choir as there is no doubt in my mind that we need to do this and Rick is probably right that I am going to prepare where I don't need to but it is just the way I approach things. But there are any questions or issues I will probably work off of my own water bill. I did get a chance to work off of your example, you said like your typical family is like 10 units or whatever else. It would help to go to anyone and say okay, show me your bill or this is my bill and this what it would go up per unit and not the whole thing because I think whoever said is a lot of people don't understand the entire bill. They just look at the bottom amount. So, that is the way I would want to approach it and also what you said about the State of Ohio, the rates that they have. I didn't know if we could put a similarity, you did mention Lorain and our neighboring areas which would probably be the next question our residents would ask. You know, but what's Avon, Avon Lake or Lorain and they maybe apples and oranges in that aspect. But, selling it globally to the State I would probably have more trouble doing that. I mean I could quote the Mayor doing that, but usually when you are talking about something like that you are talking about something tangible, something close geographically. So, it would help for me to have some type of comparison. Obviously, Avon is a newer community – PVC pipes and ours are old. Superintendent Hastings stated they all pay more, all of them and they have treatment facilities. Avon Lake is in the bottom 12 of the State of Ohio and we still pay less than them. Chairman Cizl clarified you are just talking sewer rates. Superintendent Hastings answered yes, sewer rates. To point Leanna's point, we could put this stuff on the internet, some people will read it and most don't. We could put all the information out as best we can but it is kind of on them to educate themselves. If you are going to complain, we have the documentation and happy to talk, we have all of these public meetings. Mayor Bring advised if you ever pay attention, what is the first thing out of their mouths – what are you doing? Chairman Cizl stated well, like I said at the last meeting, education is the key and being a Teacher we want to educate the whole community but being a Teacher you are not going to educate everybody. You do the very best you can and you just got to keep beating them with information and obviously, deal with the what I call garbage comments and people that aren't educated, they are just going to go on Facebook and blast. I ignore that stuff, but I want to be educated enough that I can explain the rate increase, which is one thing and the whole other aspect that they don't understand which is the I&I. Besides doing all of this, it goes right back to them, which is an issue for the majority of the community because they are going to have a personal issue in regards to I&I. Finally,

I just wanted to thank you again for giving me that tour a couple weeks ago. The one thought that went into my mind was you told me and I can't quote you, but when you go into a waterfall you can't stop a waterfall, we actually have to adjust our pumps to allow our residents not to flood. But something hits a waterfall you are not going to be able to go through it. Superintendent Hastings advised we were explaining how all the streets were all draining into Lake Road, which is the metaphorical waterfall, under full pressure, it is just too powerful and that is where the streets can't get in. That is where the VFD pump will dial it down for certain time blocks. Chairman Cizl advised as a resident, I would never have even comprehended that and I am a semi-educated person, but not in these things, you have to manually control these pumps so that their lots do not flood when we have a rain event because of such a severe case of I&I that we have. So, again, I thank you for all of that and I will take some time and read this. Councilman Wtulich asked how many families do you have living in your house? Superintendent Hastings answered 3 but we have grandchildren and a lot visitors. Mayor Bring explained when the state said 2 units because I talked to Lisa about this, 2 units is very low and so I think our average is 7 or 8 units on a normal house. Just about every resident, that is kind of an average. You know, if you have more kids or whatever or if somebody likes to take long showers, there are all kinds of variables. But 7 or 8 is usually your typical as far as the normal household goes. Superintendent Hastings added it is important to note that when I calculated our need, I didn't look at the comparable first and try to back into it. I calculated what the utility needs to survive and was highly conservative. As I showed you there, you are \$100,000.00 in treatment costs now. This increase will bring in \$26,800.00 a year, so it will take you 3 years to recover our deficit now. So, I am going to cover the other \$25,000.00 in I&I work that we have through grants. In other words, I am convinced that we can improve the system to counter nailing the residents with this high increase. Once I got those numbers, then I went and got the comparable and thought my goodness, we are already charging low anyway.

OLD BUSINESS:

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

NEW BUSINESS: Superintendent Hastings reported I have one bit of new business that might pertain to this committee and it is regarding Lincoln Street and the Mayor and I have been discussing a grant proposal as part of our Master Plan and in fact to put a nature trail from Oster Road's path to school which is called Safe Route's to School, sidewalks all the way to Lake Road and dump out at Shell Cove Park.

Chairman Cizl requested a visual. Superintendent Hastings advised so on Irving Park, the end of every dead-end street is another paper street by the woods, which is called

Lincoln Blvd., and we would like to propose to the State of Ohio funding us to put a nature trail similar to the one in the center of town there. That would connect the Village to the lake. President Rosso asked can you do that though? Superintendent Hastings answered yes, our current nature trail is on a street called Allen Street. Mayor Bring advised if you went back there, there are hydrants where there was a street back there. Superintendent Hastings clarified are you saying can we put a nature trail on a paper street? President Rosso answered yes. Superintendent Hastings answered yes, but I would need your blessing. I am in the preliminary stages now where I am going to go after the funding. Mayor Bring added Pat and I were talking about that too, the more accessibilities to bike trails and everything else, it enhances the city. We have to offer something to encourage people to get out there and exercise. I don't know if anybody walks down the bike path, I take my dog down there all the time. There are a lot of people down there enjoying all of that and they truly do enjoy getting out there. There is a tremendous amount of people walking down that path with their pets. President Rosso stated I believe it, I was just concerned that you would have to vacate it and if you vacate it you lose it. Superintendent Hastings advised no, we don't vacate it, it is just like Allen's Court, which is what our Brookside Trail is on now. So, I would obviously need David's help, classifying it.

CITIZEN'S COMMENTARY: None.

MEETING ADJOURNED: With no further business before this committee,
*Motion by Kovach/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 January 8, 2018.

