

Service Committee Meeting Minutes 1. 23.2018

JANUARY 23, 2018

7:00 PM

Street Improvement,
Purchase Backhoe Sewer
Dump Truck AEP Right
of way.

CITY HALL – COUNCIL CHAMBERS
127 South Court Street
Circleville, OH 43113

MEETING CALLED BY	Chairman: Todd Brady.
TYPE OF MEETING	Public Service & Utility Committee Meeting
CLERK	Linda Chancey, Clerk
MEMBERS PRESENT	Committee members present: Michelle Blanton, At large. Other members present: David Crawford, President; Tom Spring, At large; Barry Keller, Second Ward. Invited guests: Mayor Don McIlroy and Service Director Don Sherman.
1. MEETING MINUTES	Blanton motioned to approve April 25, 2017 minutes. Brady seconded.

2. Discussion: Replacing Columbia Gas Lines

	Dave Rau, Representative Columbia Gas, along with Josh Akers, Construction Coordinator and Josh McLaughlin, Project Engineer. Rau explained the project to replace main and service ageing gas lines throughout the city and relocate any indoor gas meters to the outside of the home or business. The replacement of gas lines and meters should be done by this summer. Darwin Whitehead 593 Sycamore Street had concerns with handicap ramp and replacing the gas lines located at 158 East Union Street. Brent Feigningly, Columbia Gas Service lines manager stated that he would review the ramp and get back with him.
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3. a) An Ordinance Authorizing the Director of Public Service to Advertise for Bids and Enter into Contracts for the 2018 Street, Utility and Traffic Signal Improvement and Maintenance Programs

DISCUSSION	Don Sherman explained this is for the 2018 capital street improvement plan that was distributed to the cmte. There are two CDBG projects, Tuner Drive and Sperry Drive.
CONCLUSION	Brady motioned to amend this ordinance to add “declaring an emergency” in the title and in section III and a typo “advertise.” Blanton seconded. (2 Yeas – 0 Nays) All Yeas Brady motioned to forward to the February 6 th council meeting. Blanton seconded. All Yeas. (2 Yeas – 0 Nays). All Yeas.

b) An Ordinance Authorizing the Director of Public Service to Implement a Decrease to the Charge of the City Owned Fire Hydrants

DISCUSSION	Sherman explained this is to decrease the charges for the city owned fire hydrants that was leased from a company years ago. Administration would like to repeal this ordinance and prepare an alternative ordinance for next month.
CONCLUSION	Brady asked Sherman to bring back an alternative ordinance for next month to replace this ordinance.

c.) An Ordinance Authorizing the Director of Public Service to Advertise for Bids and Enter into a Contract with the Lowest and Best Bidder for the Purchase of a Backhoe for the Department of Public Utilities and Declaring an Emergency

DISCUSSION	Sherman stated this is to purchase a new backhoe to replace the 1989 backhoe for the water distribution and sewer collection depts.
CONCLUSION	Brady motioned to forward this to the February 6 th council meeting with a recommendation for passage. Blanton seconded (2 Yeas – 0 Nays). All Yeas.

d.) An Ordinance Authorizing the Director of Public Service to Advertise for Bids and Enter into a Contract with the Lowest and Best Bidder for the Purchase of a Sewer Dump Trailer for the Department of Public Utilities and Declaring an Emergency.

Service Committee Meeting Minutes 1. 23.2018

DISCUSSION	Sherman explained is to replace an unrepairable dump trailer that is showing signs of age and is a safety concern.
CONCLUSION	Blanton motioned to forward to the February 6 th council meeting. Brady seconded (2 Yeas – 0 Nays). All Yeas.

e). An Ordinance Authorizing The Mayor Of The City Of Circleville To Execute A Permanent Right-Of-Way Easement To Ohio Power An Ohio Corporation And A Unit Of American Electric Power Granting The Right To Install And Maintain Electrical Lines Across The Dedicated Right-Of-Way On Parcel A051007001025300, A0510070002200 & A0510070002400 Also Known As Ted Lewis Park Lot 8 & 9 Poor House Lands. Exhibit “A.”

DISCUSSION	Sherman stated this is part of the Ted Lewis Park improvement project. To put the road back in at the park the feed lines to AEP had to be relocated. This is for an easement for AEP (installing new lines).
CONCLUSION	Blanton motioned to forward to the February 6 th council meeting for passage. Brady seconded. (2 Yeas – 0 Nays). All Yeas.

4. New Business discussion: Verizon Cell tower – drawings were distributed.

DISCUSSION	Sherman explained that Verizon asked the city to place a new cell tower where the old fire station was on Franklin Street. There is already a tower there, but Verizon wants to place a new tower in its place. Verizon will eliminate the city tower and mount the city equipment's on their new tower. Verizon had applied to P&Z to get it rezoned to special use (SU) because cell towers are only allowed in SU areas. Brady suggested bringing it back next month. Other open items for discussion South Scioto Street repairs, when the city paved over brick streets it needed to be milled and filled every 10 to 12 years. Administration thoughts are which streets can the city take back to brick? We would like to ask council's opinion if this would be a project the city would be interested in? This would be an in-house project and the estimated cost would be about \$80,000. Brady asked to bring back next month. City utilities software is changing to a newer VIP billing system. Currently the credit cards are not charged a fee from the banks. But when the software is changed the fees of the credit cards are 1.04% to 1.08 % processing cost (\$12,000 a year) and this charge will not be covered by the bank. Does the city wants to a charge convenience fee to cover the charge (\$1.95 to 2.95) for processing? The consensus of the cmte is to have the people that use credit cards pay the convenience fee. Sherman stated he will address this with the law director. Utilities fees and rates will be discussed at the next month meeting. Mayor Don McIlroy stated that P 3 building might be coming available. The city is getting inquiries about it and the office in back of fire station #2 on South Court Street too.
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5. Adjournment

	Blanton motioned to adjourn the meeting the meeting at 8:36. Brady seconded. Motion carried.
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