



AGENDA

PUBLIC SERVICE COMMITTEE

September 24, 2020

6:00 P.M.

Council Chamber

CALL TO ORDER

APPROVAL OF MINUTES

- **March 23, 2020**

NEW BUSINESS

- 1. Vacation of Property on Canterbury**
- 2. Sidewalks and Bike Lanes considered under future Street Program**
- 3. Budget wish list for 2021**
- 4. Park Land Improvements & Grant Funding**
- 5. Shoreline SID: creating a Shoreline SID to offer shoreline property owners including the City low interest loans to protect the shoreline. Two simultaneous events need to take place:**
 - **preapproval letters to residents along the shoreline to gauge interest**
 - **in house inventory of perspective private properties that City believes would be interested and inventory of City Property**
- 6. Other new business**

PUBLIC COMMENTS

ADJOURNMENT

PLEASE NOTE: THE COUNCIL CHAMBER IS OPEN TO PUBLIC; COUNCIL, ADMINISTRATION & STAFF ARE PERMITTED TO ATTEND VIA ZOOM.

MINUTES OF THE
PUBLIC SERVICE COMMITTEE
Held March 23, 2020

A meeting of the Public Service Committee was called to order at 6:00 P.M. in the Public Works Conference Room.

In attendance: Chair Jennifer Fenderbosch; Committee Members Zach Arnold and David Kos; Council Members Billie Jo David, Gary Izo, Marty O'Donnell and K. C. Zuber; Mayor Zilka; and Public Works Director Reitz.

New Business

Award Bid – 2020 Asphalt Street Program

Chair Fenderbosch stated bids were opened for the 2020 Asphalt Street Program on March 3, 2020. Six vendors submitted bids, and the low bidder was Ronyak Paving in the amount of \$941,689.55. That includes an add-alternate of Drummond Street. The Public Works Department is requesting legislation to be passed no later than the second reading, but it will be passed tonight.

In response to Mr. Zuber, Public Works Director Reitz stated that paving of Jaycox Road south of Walker is part of Avon Lake Regional Water's project. The Ronyak Paving bid does include curbs on Webber Road along Weiss Field. Although this is a first-time vendor for the City, North Ridgeville and Westlake have given Ronyak Paving very good reviews. There is a background check being performed now.

Motion: Chair Fenderbosch made a motion that the 2020 Asphalt Street Program bid award for \$941,689.55, which includes the add-alternate of Drummond Street, be referred to Council with a suspension of the rules for three readings and emergency passage tonight. Seconded by Mr. Kos. Motion passed 3-0.

HVAC Control Upgrade for City Hall

Chair Fenderbosch said the 2019 NOPEC Energy Conservation grant will be used for two projects: an HVAC control upgrade and integration at City Hall; and installation of LED lighting at Bleser Park.

Public Works Director Reitz stated that the HVAC project has been discussed for several years and will involve installation of a master control system for fan units on the first and second floor, as well as coordination of the boilers being turned on automatically. The funds available from the 2019 NOPEC grant are approximately \$95,000. The HVAC will cost approximately \$60,000. The City is ready to go out for bids to begin the upgrade.

Motion: Chair Fenderbosch made a motion to forward to City Council the advertising for bids regarding the HVAC Control Upgrade for City Hall project at tonight's meeting. Seconded by Mr. Kos. Motion passed 3-0.

LED Lighting at Bleser Park

Chair Fenderbosch stated approximately \$35,000 from the NOPEC grant will be used for the LED lighting at Bleser Park, changing from the current mercury vapor lighting to improve the overall visibility of activities and reduce the cost to the City for electricity. This will include the two baseball fields, tennis courts, and basketball courts, but not parking lot lighting.

Motion: Chair Fenderbosch made a motion to forward to Council meeting the advertisement for bids for LED Lighting at Bleser Park at tonight's meeting. Seconded by Mr. Kos. Motion passed 3-0.

Bids to Open 3/24 – Jaycox Road Culvert & Paving Project

Public Works Director Reitz stated that the bid opening for the Gable Creek Culvert replacement on Jaycox Road, and repaving Jaycox between Lake Road and Walker Road will be moved to March 31. This is an informational item and will be discussed with the Public Service Committee Chair in order to allow the project to move forward through Council at the next Council meeting.

Bids to Open 3/24 – 2020 Concrete Program

Public Works Director Reitz stated there is a bid opening tomorrow, March 24, for the 2020 Concrete Street Program. He will bring information to the Public Service Committee after bids are opened. There has been a good response from contractors.

Recycling Cart Tagging Program

Chair Fenderbosch stated the City of Avon Lake and Oberlin have been asked to participate in a Lorain County Solid Waste Management District educational program designed to reduce recycling contamination. The program will not cost the City any money. The program informs and educates residents regarding items that should and should not be placed in recycle carts. The carts will be visually inspected over a two-week period. If contaminants are observed in a cart, they will be identified and a tag will be placed to inform the resident. No items will be disturbed or removed by the inspectors, and Kimble will empty the cart as usual. The goal is to educate residents on items that should not be placed in the recycle carts. This has been done in other Ohio communities. Hopefully, this will help to reduce contaminants in the recycle stream.

Motion: Chair Fenderbosch made a motion to forward participation in the Recycling Cart Tagging Program to Council tonight as a motion. Seconded by Mr. Kos. Motion passed 3-0.

Ilg Park Master Plan

Public Works Director Reitz stated that the Ilg Park Master Plan was created in 2017 by the Recreation Commission. It should have been presented to the Public Service Committee at that time, then moved to the Planning Commission, and registered with the State within 90 days. Somehow, the plan did not get moved forward and needs to be accomplished now.

Chair Fenderbosch requested that committee members receive a copy of the language that was included in the proposed Ilg Master Plan. Public Works Director Reitz stated he would scan the

plan and forward it to members. The next step is to forward the plan to a future Planning Commission meeting.

Discussion included the following topics:

- The plan was to leave Ilg Park in its natural condition. A footprint was left for one small area where future playground structures could be added, if desired.
- Part of the agreement with the State, when an application for money was made, was that the City of Avon Lake would register a management plan with the State for Ilg Park within 90 days. This has still not been completed and must be accomplished. The next step is for the Public Service Committee to refer the Ilg Park Master Plan to the Planning Commission at their next meeting. After a public hearing through the Planning Commission, the City could move forward with the required State registration of the Ilg Park Master Plan.
- Because of the current meeting limitations due to COVID-19, the scheduling of the required public hearing will need consideration so residents will be afforded the opportunity to be heard.
- Public Works Director Reitz showed a map of the area and described the location where a potential playground could be placed. This location was chosen as a result of input from neighboring residents in meetings held in 2017. No actual dimension, design or style was set for the possible future playground area. This is just to let the State know that there will be no gazebo, buildings or parking areas. If anything is done to change Ilg Park, it would be a small playground in the specified area. The remainder of the park will remain open and natural.
- Any changes to Ilg Park is a controversial topic with neighboring residents, who do not want any additions. By forwarding the master plan to the Planning Commission, a hearing will be held and the residents will have the opportunity to express their opinions.
- Lisa Thain presented a suggestion to the Public Service Committee earlier in the year with regard to installation of a natural interactive play area in Ilg Park. This proposed play area is not part of the Ilg Park Master Plan that will be forwarded to the Planning Commission.
- Having language allowing for the possibility of adding a play area in the future is not a commitment for any such addition. If the language is omitted from the master plan before registering it with the State, the City would have to go back later to get State approval if there would be a desire to add a play structure in the future.

Motion: Chair Fenderbosch made a motion that the Ilg Park Master Plan be referred to the Planning Commission. Seconded by Mr. Kos.

Discussion – Mr. Kos suggested that the motion reflect not referring the Ilg Park Master Plan to the Planning Commission before their June meeting to allow time for the lifting of meeting restrictions placed by the State due to the COVID-19.

Amended Motion: Chair Fenderbosch made a motion to refer the Ilg Park Master Plan to the Planning Commission for consideration no earlier than their June meeting. Mr. Kos seconded. Motion passed 3-0.

2020/2021 ODOT Bulk Road Salt Purchase

Public Works Director Reitz stated the City participates in this program every year, and it has been helpful in saving money. Because there was not as much salt used during the 2019-2020 winter season, the proposed 2020/2021 agreement will be for the purchase of up to 4000 tons of road salt. The City usually purchases up to 5500 tons. In order to meet the ODOT deadline of April 24, legislation needs to be passed at the April 13 Council meeting.

Motion: Chair Fenderbosch made a motion to forward approval for participation in the 2020/2021 ODOT Bulk Road Salt Purchase Program to tonight's City Council meeting with suspension of the rule requiring three readings on an emergency basis. Mr. Kos seconded. Motion passed 3-0.

Change Order – Professional Service Agreement at Closed Landfill

Public Works Director Reitz stated that three years ago, due to high water content, there was a leak of explosive gas on the north side of the landfill. This year there was a minor leak on the south side. The Ohio EPA informally requested the City to do testing every quarter rather than the originally contracted two times per year for 2020. The change order of two additional tests for 2020 by HzW Environmental Consultants would cost \$4,000.

Chair Fenderbosch explained that although the amount of explosive gas within the closed landfill is very small, the additional tests would demonstrate City cooperation with the Ohio EPA.

Motion: Chair Fenderbosch made a motion to forward a change order to the contract with HzW Environmental Consultants for two additional explosive gas monitoring tests in the year 2020 for the sum of \$4,000 to tonight's Council Meeting for passage with suspension of the rule requiring three readings on an emergency basis. Seconded by Mr. Arnold. Motion passed 3-0.

Bleser Pool Diamond Brite Refinishing

Public Works Director Reitz stated that the pool is due to undergo the second part of a three-phase plan to refinish the floor. The City would be using the same firm that did the first part at the end of 2019. The refinishing work is a budgeted item, and the contract with Aqua Pools is in the amount of \$47,236.15 to complete the second phase.

In response to Mr. Kos, Public Works Director Reitz stated this refinish work should last approximately ten years. In order to complete the work before the pool opening, there is a request to pass the legislation at the second reading of Council on April 13.

Motion: Chair Fenderbosch made a motion to forward to Council for passage legislation awarding a contract to Aqua Pools for the application of phase two of the Diamond Brite finish to the pool floor in the amount of \$47,236.15. Seconded by Mr. Kos. Motion passed 3-0.

Waiver of Fees Related to Conditional Use Permit for the New Water Tower as a Conditional Use Wireless Telecommunication Tower at 33660 Walker Road

The telecommunication tower will strictly be for equipment used by the City safety forces, police and fire, and will be the hub for a 5-city radio system (Avon Lake, Avon, Sheffield Lake,

Sheffield Village and North Ridgeville). Chief Betsa is requesting that the City waive the building and planning permit fees for this City project.

Motion: Chair Fenderbosch made a motion to add a motion to tonight's City Council agenda to waive the City's fees for the development of the Fire Department's wireless telecommunication tower. Seconded by Mr. Kos. Motion passed 3-0.

Sale of Property at Avon Belden Road and Webber Road

The City of Avon Lake received a bid of \$50,000 from Kopf Construction for the sale of Parcel Number 04-00-017-103-103 on the east side of Avon Belden Road at Webber Road. The bidder agrees that any future roadway will align with the centerline of Webber Road, agrees to pay up to \$25,000 for traffic lights and will add a turn lane similar to the turn lane at the intersection of Signature Parkway and Route 83, at no additional cost to the City.

In response to Mr. Kos, Public Works Director Reitz stated that the \$50,000 does not include the cost of any required traffic studies.

Public Works Director Reitz requested that legislation be brought to City Council on April 13 with suspension of the rule for three readings on an emergency basis for passage, which would allow the Law Director time to draft the purchase agreement and other necessary documents for the sale of the property by the City.

Motion: Chair Fenderbosch made a motion to forward to City Council on April 13 the purchase by Legacy Pointe, Ltd of Parcel Number 04-00-017-103-103 for \$50,000 which will include the following: bidder agrees that any future roadway will align with the centerline of Webber Road; bidder agrees to pay up to \$25,000 for traffic lights; and bidder will add a turn lane similar to the turn lane at the intersection of Signature Parkway and Route 83 at no additional cost to the City of Avon Lake. Seconded by Mr. Kos. Motion passed 3-0.

Other Items

There was discussion regarding necessary changes for the holding of Council meetings due to the State and County restrictions placed in response to COVID-19:

- Council meetings will not be open to the public, and questions must be submitted by residents prior to the meetings.
- Materials to be included in meetings should be available to everyone by at least the Friday before the meeting, and preferably the Wednesday before the meeting, so they can be posted on line.
- Mr. O'Donnell stated that since both Collective Committee meetings and Council meetings will be held on the same night, twice each month, it would be best to start the meetings earlier than 7:30 to allow residents to more easily participate with comments or questions via text. The consensus was to begin the Collective Committee meeting at 6:30, and the Council meeting immediately after conclusion of the first meeting.
- The importance of being frugal with words during the meetings was mentioned in order to keep the length of the meetings in check.
- The new procedures for Council meetings, as well as the earlier starting time, need to be advertised and explained well to the public. This will be done on the City website.

- There will be no Council committee meetings during this time. Information will need to be well organized and distributed in advance of the Collective Committee/Council meetings.

Chair Fenderbosch stated that a letter from Andrew Smith was sent to Administration with regard to municipal food security and the farming business. He is requesting that the City take parkland and turn it into farmland. Mayor Zilka stated that the park land is owned by the residents of the City. If the fields were turned into farmland this year, we would lose the ball fields for two years to allow for reconditioning of the ball fields. There is private property available within the City, and Mr. Smith is welcome to contact those residents.

Action: No action taken.

Adjourned: 7:13 P.M.

Submitted by Jennifer Fenderbosch, Public Service Committee Chair