

## **SERVICE COMMITTEE**

**JULY 27, 2022**

The meeting was called to order at 5:30 p.m. by Chairperson Jan Materni. Committee members present were Jan Materni, Kevin Fuller, and Mark Weber. Also present were Bridgette Kabat, City Administrator, and Brian Thomas, City Engineer.

### CITIZEN'S CONCERNS

Deborah Born, 125 East Front Street, asked about the proposed bike path on Water Street. She also asked if this was approved by the local, state, or federal governments and did the body approve the grant and what was the deadline for project. Mr. Thomas stated that the grant was applied for in 2009 or 2010 through TMACOG, before Ms. Kabat or Mr. Thomas were at the City. There is no deadline set for them. City Council did approve it, as required by TMACOG.

### APPROVAL OF PRIOR MONTH'S MINUTES

There being no objections, the minutes of the June 22, 2022 meeting were approved 3-0.

### DISCUSS QUALIFICATIONS FOR ARCHITECTURE & ENGINEERING AND AWARDING BIDS

Ms. Kabat explained the City's selection process for architects and engineers, how they award bids, and what they follow for prevailing wages. Biannually, they will prequalify architects and engineers in various categories include wastewater, sewer lines, buildings, inspections, and more Ms. Kabat added. Mr. Fuller asked about the City better protecting themselves and if there is anything they can do legislatively. Mr. Thomas answered that since he has been here, they have done review forms with contractors after each project, where he does an evaluation of the contractor and for them to review the City for improvements they could make. This helps to have things documented, if the City has problems with a contractor.

Mr. Fuller asked about tax liens. Ms. Kabat answered that one of the forms in the bid packet is a tax lien. Ms. Materni stated that the review form is a good idea, so we have justification. Ms. Kabat has not ran into many issues with contractors and there has only been one issue that she is aware of in the ten years she has been here. Typically they take the lowest and best bid, as long as they meet all of the other qualifications. Ms. Kabat has several questions she will follow up with the Law Director on.

### AWARDING PAVEMENT MARKINGS

Mr. Thomas stated that this is for touch up of pavement markings that are faded throughout the City. They listed everything, but they will only be paid for how much they put down. The Service Department is working on some of the crosswalks around the schools currently. Mr. Weber asked about the bicycle arrows, or sharrows. Ms. Kabat stated that originally they were performed by the Service Department. Mr. Thomas added that he is working off of a list that he was given. Ms. Materni stated that they have to use calibrated machines, so we know how much they put down. Mr. Weber asked about the State Routes and Mr. Thomas answered that sometimes ODOT will

touch those up. There being no objections, the Committee agreed 3-0 to recommend this to City Council.

#### PERMISSION TO PURCHASE HYDROSEEDER – SOURCEWELL PURCHASE

Ms. Kabat explained that the Hydroseeder quote is \$7,000.00 more than they budgeted for. The Schaller roof project is \$43,000 under budget and are asking to slide some of those dollars over to the Hydroseeder. Ms. Kabat added that not only will the Service Department use it, but also the Public Utilities Department for landscape restorations in the right of way. Mr. Weber noted that it will pay for itself in four years. Ms. Kabat added that the training comes with it when the machine is delivered. Mr. Fuller asked about this being more efficient than outsourcing with another company to do this. Ms. Kabat stated that she has not done that analysis, but waiting for a contractor to be available could be a problem. Mr. Weber stated that it is a good purchase and will be a good piece of equipment to have. There being no objections, the Committee agreed 3-0 to recommend this to City Council.

#### DISCUSSION OF MULTI-USE PATH MASTER PLAN

Ms. Kabat shared the map that Administration put together with all of the multi-use paths, current and proposed. This went to the Recreation Committee and they wanted to share it with the Service Committee as well. Mr. Weber wants to see Carronade connected over to Roachton, if there is a way to make that happen. Ms. Kabat stated they have had conversation with ODOT about this, but right now they have no appetite for that. The Committee members thanked Ms. Kabat and Mr. Thomas.

#### DOWNTOWN ADA IMPROVEMENT OPTIONS

Ms. Kabat and Mr. Thomas explained the two options to make ADA improvements on Louisiana Avenue. Option one is the least amount of work and money to accomplish the goal of meeting the ADA requirements. Option two requires spending more money, but will make things look nicer aesthetically. The Service Committee will go more in depth at their next meeting. A meeting is scheduled with the business and tenant owners next week, with the Ability Center attending that meeting as well to help answer questions.

#### OTHER BUSINESS

Mr. Weber thanked Ms. Kabat and the Service Department for the pavement in the alleys and the amazing improvements on that. Ms. Kabat will pass that along to the Service Department. Some business owners asked about the Christmas lights in downtown Perrysburg being underwhelming this past year compared to years prior. Mr. Weber asked if we could get back to where we were a few years ago. Mr. Weber mentioned the overpass on Fort Meigs Road with the graffiti. Ms. Kabat stated that ODOT told the City to contact them and they will take care of that. Service has contacted ODOT, but Ms. Kabat will follow up with Ron Isaacson.

There being no further business, the meeting adjourned at 6:30 p.m.

Respectfully submitted,

Jan Materni, Chairperson  
Service Committee

**Next meeting: Wednesday, August 24, 2022 at 5:30 p.m.**