

HEALTH, SANITATION & PUBLIC UTILITIES COMMITTEE

DECEMBER 30, 2013

The meeting was called to order at 6:00 p.m. by Chairman Todd Grayson. Committee members present were: Todd Grayson and John Kevern. Tim McCarthy was absent. Also present were City Administrator Bridgette Kabat, Law Director Mathew Beredo, Service Director Jon Eckel and City Engineer Doug Dariano.

UPDATE REGARDING DIRECTOR OF PUBLIC UTILITIES POSITION

Ms. Kabat stated that along with the Human Resources Manager, she will be reviewing our position description for the Director of Public Utilities position and also descriptions from other entities. They will run it through the point factoring again and will review it with the new Mayor. They plan to advertise the open position in trade journals and local publications. Mr. Grayson asked if internally there were any critical deadlines that might be an issue. Ms. Kabat said that we are involved with Phase III improvements at the treatment plant, but we have Mr. Dunsmoor and Mr. Dariano's expertise, so it should be smooth sailing.

UPDATE REGARDING CONSTRUCTION ENGINEERING SERVICES

Ms. Kabat stated that a Request for Qualifications was published on December 18th and responses are due back January 9th. She said they will be reviewed and ranked internally. We have to be under contract by February 13th or the vendor on the construction does not have to hold their price. Mr. Kevern asked if we will have any problem meeting that date. Ms. Kabat said that depending on the committee meeting dates, we may need a special committee meeting but other than that, there will be no problem.

PERMISSION TO PURCHASE NEW PARKS BUREAU MOWER WITH SNOW BLOWER UNIT

Mr. Eckel stated that the Parks Bureau plows roughly ten miles of sidewalk. He said they have utilized both John Deere and Kubota units. They have found the Kubota to be far superior and are requesting permission to purchase a new Kubota with a 60" mower deck and a 51" two stage snow blower from Industrial Equipment of Northern Ohio Williston. It has a heated cab which will allow them to be out as long as it takes to clear the sidewalks. The purchase price is \$26,900 which is well below the \$35,000 budgeted amount. Mr. Kevern asked if this is a new or replacement purchase. Mr. Eckel said it will replace an old John Deere unit that they will either trade-in or sell on the City's auction site. Mr. Grayson asked how long the old one has been in service. Mr. Eckel said it has been fifteen years.

The Committee agreed 2-0 to recommend approval of the purchase of a Kubota mower with snow blower unit from Industrial Equipment of Northern Ohio Williston for \$26,900.

ORDINANCE TO LEVY ASSESSMENTS FOR CSSD 209

Mr. Dariano reported that construction has been completed on Cherry Street Sewer Separation District 209 which roughly includes the area between Second and Sixth and SR25 and Pine Street. The final step is to allow the Finance Director to notify the property owners and levy assessments. Property owners were previously notified about the amounts. The Committee agreed 2-0 to recommend approval of the ordinance.

There being no further business, the meeting adjourned at 6:09 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Todd Grayson", with a long horizontal flourish extending to the right.

Todd Grayson, Chairman
Health, Sanitation, and Public Utilities Committee