PUBLIC UTILITIES COMMITTEE

OCTOBER 24, 2018

The meeting was called to order at 6:00 p.m. by Chairman Jonathan Smith. Committee members present were Haraz N. Ghanbari, Jonathan Smith, and Barry VanHoozen. Also present was Bridgette Kabat, City Administrator, and Alice Godsey, Director of Public Utilities.

MOTION ON SEWER APPEALS

Ms. Godsey requested approval of a sewer billing adjustment in the amount of $1,039.44 for Bryan Williams, 10739 Sun Trace Drive. Mr. Williams had a gas line installed for a fire pit, and was not aware that the gas line installer hit an irrigation line causing a leak. The City notified Mr. Williams of the high water consumption, and he submitted a letter from the irrigation company noting that the repair has since been made. The Committee agreed 3-0 to recommend approval of this request.

Ms. Godsey requested approval of a sewer billing adjustment in the amount of $3,121.61 for Perry Retail Association LLC, 27140 Oakmead Drive. The owner was unaware of a leak on the outside of the building, which was traced back to a water break inside the foundation walls; it has since then been repaired. The Committee agreed 3-0 to recommend approval of this request.

AUTHORIZE AGREEMENT FOR WATER FEASIBILITY STUDY

Ms. Godsey requested permission to authorize an engineering services agreement with Jones and Henry for the water feasibility study which would consider Bowling Green as an option for water source. She added that the City of Maumee and NWWSD are included in the study, and that the cost would be $25,000 of current city funds. Ms. Godsey requested an emergency due to the decisions based upon the results of the study.

Ted Bennett, Jones & Henry Engineers, provided an overview of the goal of the studies to date, and the three separate phases of the project going forward. He stated that Phase One includes three studies, one of which is already done, and includes the $75,000 total cost. Mr. Bennett added that in Phase Two the goal is to raise outside oversight, and that Phase Three will be writing the report from Phase Two. He noted in the feasibility study that there may be a need to look at other factors as the study comes to fruition. Mr. Smith inquired about that the costs spread going into Phase Two and Three, and Mr. Bennett added that cost depends on further analysis and levels of detail. He noted that an analysis of the WWTP was identified in Phase Two, which would drive up the cost. There was a brief discussion about the range in cost of the project, and Mr. Ghanbari mentioned that the higher range cost of the project is $550,000.

Tom Stalter, NWWSD, added that they want a fresh set of eyes, and that Bowling Green has worked through the numbers. He stated that they wanted to complete Phase One and then re-evaluate on the next steps, which explains the wide range of cost due to the unknowns. Mr. Stalter confirmed that at the end of Phase One that there should be enough information to decide if the study should move forward for all entities involved. Ms. Kabat noted that this committee would provide a recommendation to move forward with Phase One being the lead entity of the project. Mr. VanHoozen asked about the timeline for Phase One, and Ms. Godsey confirmed completion to be expected in the first quarter of 2019. The Committee agreed 3-0 to recommend approval to move forward with Phase One of the water feasibility study with Jones and Henry.

AUTHORIZE AMENDMENT TO FT. MEIGS DITCH DESIGN AGREEMENT

Ms. Godsey requested legislation to amend the engineering services agreement with CT Consultants for additional field survey work to continue on the plans of bidding documents for Ft. Meigs ditch cleaning. She added that it’s an additional $4,875 that is already a part of the 2018 budget, and requested that the amendment be passed as an emergency for the work to continue over the winter. Ms. Godsey stated that the project will now be split into two phases, covering the northern and southern portions of the ditch. She added that the LIDAR surveying was not sufficiently detailed to provide the accuracy for planning and profiling, which results in the additional field work.

Julie Thomas, CT Consultants, provided an overview of the scope of the work to still be completed. She noted that a traditional survey would be challenging, so that is when the LIDAR surveying was proposed. Ms. Thomas added that the further south they went the more inaccurate the LIDAR results were, so they decided to capture cross-sections every hundred feet to be able to better identify where the ditch alignment needs to be straightened out. Ms. Thomas stated that the additional $4,875 addresses the extra time spent on the additional cross-sections to be surveyed, which should provide more accurate results. Ms. Kabat noted that CT Consultants has scheduled time with the City to visually mark points on the edge of the pavement so that the survey crews know the exact points to survey. She added that the vegetation of the plants was too overgrown, to gain accurate LIDAR readings. Mr. VanHoozen confirmed that an accurate topographical map is needed. Mr. Smith noted that this is not just a slope study, but that it will also help to identify problematic areas of the ditch and address those needs including possible erosion that may affect Ft. Meigs Rd. There was a brief discussion about the continued scope of the work and the erosion of Ft. Meigs Road.

Jim Hagen, 10741 Avenue Road, questioned how much has been spent on the ditch, and when it will end. Ms. Kabat stated that prior to this amendment $16,800 has been spent, not including the ditch maintenance guide. Mr. Hagen asked about the control points, and Ms. Kabat said that a survey crew will survey at those marked points to measure the ditch topography. Ms. Thomas added that the increase in the cross-sections is to understand the city’s goals for the ditch, whether that be cleaning out the ditch or re-aligning the ditch. The Committee voted 2-1 to recommend approval to amend the Ft. Meigs ditch design agreement. Ayes: (2) Mr. Smith and Mr. VanHoozen. Nays: (1) Mr. Ghanbari.

*Mr. Ghanbari left meeting after this item at about 6:35PM due to a prior commitment

AUTHORIZE AWARD OF BID – WWTP POST AERATION & PRIMARY BYPASS PROJECT, RE-BID

Ms. Godsey reported that bids were opened on October 22 for the WWTP post-aeration and primary bypass project to address new conditions in the WWTP 2017 NPDES permit. The low bidder was R.G. Zachrich Construction Inc. with a bid of $413,800.62. The engineer’s estimate was $440,000, and the funds are in the 2018 budget. Ms. Godsey added that this company has done work at the WWTP in the past, and the surrounding areas. She requested that this bid be passed as an emergency to meet the permit schedule. Mr. Smith noted the discrepancy in the bid as identified by Jones and Henry, and Ms. Godsey added that there is a difference in $62 and the contractor has been notified. Mr. VanHoozen asked what this bid will do, and Ms. Godsey noted that they will be injecting oxygen into the final effluent, per new permitting requirements. She added that the primary bypass is to reconfigure some existing unused tankage in the plant because of re-designs elsewhere in the plant. The Committee agreed 2-0 to recommend approval of the contract with R.G. Zachrich Construction Inc.

AUTHORIZE RFQ FOR CONSTRUCTION PHASE SERVICES FOR POST-AERATION PROJECT

Ms. Godsey requested approval to solicit RFQ’s for construction phase engineering services for post-aeration and primary bypass project at the WWTP. She stated that the estimated cost is $55,000, and that they are requesting an emergency due to the construction project that is under a deadline. The Committee agreed 2-0 to recommend approval of soliciting RFQ’s.

AUTHORIZE PINE/MULBERRY WATER LINE CONSTRUCTION ENGINEERING SERVICES

Ms. Godsey noted that Council has already authorized the bid award for this project, and she noted that this is for construction administration and inspection services during the Pine Street and Mulberry Street water main replacement project. Ms. Godsey added that $116,208 is in the budget and that CT Consultants has been selected based on qualifications. Mr. Smith confirmed that fire hydrants will be replaced, and Ms. Kabat added that they will either be replaced or added. Mr. VanHoozen asked about the storm sewer, and Ms. Godsey noted that there was an issue with a storm sewer at Sycamore and Pine Street. The Committee agreed 2-0 to recommend approval of the agreement with CT Consultants.

AUTHORIZE HICKORY/LOOMIS WATER LINE DESIGN SERVICES

Ms. Godsey requested authorization of an engineering design services agreement for the next phase of the water main replacement project for Hickory, Loomis, Orchard, and Colony. She added that $59,500 is in the 2018 budget and that Arcadis has been selected to perform the water line design services including assisting with the bidding phase. Ms. Godsey stated that this is standard work. The Committee agreed 2-0 to recommend approval of the agreement with Arcadis.

AUTHORIZE GRASSY CREEK STORMWATER MASTER PLAN ENGINEERING SERVICES

Ms. Godsey requested authorization of a professional services agreement to develop a storm water master plan for the Grassy Creek Watershed area. She noted that $258,000 is in the 2018 budget and that Hazen and Sawyer has been selected for the agreement based on their qualifications and rank, and that they were chosen from written non-fee proposals. Ms. Godsey asked that this be passed as an emergency measure as it benefits the public, and addresses public and private flooding during heavy storms, and possibly the sanitary sewer systems too. Mr. Smith confirmed that this plan identifies non-sewer separated areas. There was a brief discussion about the Sycamore storm sewer. The Committee agreed 2-0 to recommend approval of the agreement with Hazen and Sawyer.

LEGISLATIVE AMENDMENTS FOR MONTHLY UTILITY BILLING

Ms. Godsey provided a sample of legislation for monthly utility billing that must be changed from quarterly to monthly. Mr. VanHoozen asked about the more frequent readings, and Ms. Godsey stated that residents have been asking for monthly billing. She noted that when there is a leak that it can grow substantially, and that it can be costly on a quarterly basis. Ms. Godsey added that the monthly billing can be accomplished in office with the existing staff, and then on-site readings are pretty simple labor wise. Ms. Kabat noted that Council approved the new software, and so the billing will eventually fall in line with the new software. She added that the new billing will give customers more notifications, and that it should cut down on the shut-off's which increase labor and man power. There was a brief discussion about "going green" with the new billing, and passing along savings to residents. Mr. Smith noted that this change should reduce sewer appeals. Ms. Godsey stated that there are only four residential accounts that are not on radio readings, and Ms. Kabat added that they can assume that there are four legal non-conforming meters. The Committee agreed 2-0 to recommend approval of the legislative amendments for monthly utility billing.

UPDATE ON CSO AND ER-SSO

Ms. Godsey stated that they met with Ohio EPA on Monday, October 22 and that they are preparing a written response that should be available in less than one month. Ms. Kabat shared that the recommendation could be accepted with some minor changes.

2019 BUDGET QUESTIONS

Ms. Kabat noted that there were several questions and requests for additional information. Mr. VanHoozen said that they received the $400,000 amendment for the Ft. Meigs Road culvert, and Ms. Kabat added that the City Engineer is talking with DGL Consultants for options to bring the cost down, and possibly alternative funding. She noted that there is a depression on the west side of the pavement that is on the outside of the roadway.

There being no further business, the meeting adjourned at 7:06 p.m.

Respectfully submitted,

Jonathan Smith, Chairman
Public Utilities Committee

Next meeting: Wednesday, November 28, 2018 at 6:00 p.m.