

SPECIAL PUBLIC UTILITIES COMMITTEE

OCTOBER 1, 2018

The meeting was called to order at 5:31 p.m. by Chairman Jonathan Smith. Committee members present were Haraz N. Ghanbari, and Jonathan Smith. Barry VanHoozen was absent. Also present was Alice Godsey, Director of Public Utilities.

AUTHORIZE AWARD OF BID – WWTP BUILDINGS C & D ROOF

Ms. Godsey reported that bids were opened on September 20 for the roof replacement project at Buildings C and D at the Wastewater Treatment Plant. The low bidder was Wolfe's Roofing with a bid of \$108,550 and \$6,250 for the alternate extending the warranty from 20 years to 25 years. The engineer's estimate was \$130,100 and the funds are in the budget. Ms. Godsey called attention to the letter of recommendation from Poggemeyer Design Group that was included in the Committee members' packets. Mr. Ghanbari asked if the warranty could be extended any longer. Ms. Godsey said the only alternate included was lengthening it from 20 to 25 years. Mr. Smith asked Ms. Godsey about the wind and hail resistance of the roof. Ms. Godsey said that she does not have that information, but Poggemeyer Design is a local company and they are familiar with our climate. The Committee agreed 2-0 to recommend approval of the contract with Wolfe's Roofing.

SELECTION OF UTILITY BILLING SOFTWARE

Ms. Godsey reported that the Department of Public Utilities requested and received proposals from five companies for billing software to replace the existing software installed in 1995. She said that they have chosen BS & A out of Bath, Michigan. The initial cost is \$81,190 and then there is an annual fee of \$5,500. Ms. Godsey explained that after a review of the paper proposals, they narrowed it down to two companies and then did site visits. She said that the other company they looked at was MuniLink and although their one time upfront cost was lower, the annual fee was \$36,400 so by the end of the second year BS & A has a lower cost. Ms. Godsey said that the BS & A software will be on a server and MuniLink is a cloud based software. Mr. Ghanbari suggested that since the City is trying to go to the Cloud as much as possible, the MuniLink software might be more appropriate. Ms. Godsey said that IT has looked at both systems and is okay with either. Mr. Smith said that he understands about the advantage of the Cloud based system, but he does not feel the benefit outweighs the cost. There was a brief discussion about sending bills electronically, and Mr. Smith suggested that they look at offering some type of email bill discount. Mr. Ghanbari agreed. Ms. Godsey said that the software would go live in the third quarter of 2019. The Committee agreed 2-0 to recommend approval of a contract with BS & A for utility billing software.

DISCUSSION/AWARD PHASE 3 WATER FEASABILITY STUDY

Ms. Godsey stated that Ordinance 65-18 was approved in May which authorized spending \$25,000 to do a study, along with the City of Maumee and the Northwestern

Water and Sewer District, to determine the feasibility of using Bowling Green as a fresh water source. She said that after going through the RFQ process, Jones & Henry Engineers Joint Venture was chosen to do the study, and their proposal for Phase 1 came in at \$105,000 which would be \$35,000 per entity. Mr. Ghanbari said that he would vote no on this because there are too many variables on the cost of the study since they list the cost of Phase 2 and 3 as to be determined, and Bowling Green has not even told us they will sell us the water. Mr. Ghanbari said that we are also looking at the Michindoh Aquifer. Mr. Smith asked Ms. Godsey the status of the Michindoh testing. Ms. Godsey said that there is a meeting scheduled for the following day and they should receive an update at that time. Mr. Ghanbari said that he is not okay with the status quo, but he is not okay with throwing money in a hole; he noted that there is not even a cap on the cost of the Phase 2 and Phase 3 study. There was discussion regarding the timeline of events, and Mr. Smith asked Ms. Godsey when she thinks we need to make a decision regarding the future source of water by. Ms. Godsey said that she thinks that by the summer of 2019 we'll need to know where we're going. Mr. Smith asked Ms. Godsey her thoughts about this feasibility study. Ms. Godsey said that she understands the concern about not having Phase 2 and Phase 3 costs, and she can pressure them to at least give us a range, but she thinks it's worth spending the money at this point to see how much the cost would be. Mr. Smith said that he understands not wanting to spend taxpayer dollars, and he would like Ms. Godsey to communicate to the consultant that we really need some idea of the range of the cost for Phases 2 and 3. He said that subject to getting that range, he would support spending the \$35,000 for the Phase 1 study.

REVIEW OHIO EPA COMMENTS REGARDING CSO AND ER-SSO ALTERNATIVES

Ms. Godsey reviewed the responses received from the Ohio EPA regarding the alternatives sent to them by the City back in June. She said that the City now has to set up a meeting to discuss these items with the EPA. She explained that some of the items are negotiable, but the City will not entertain closing the two CSO's. Ms. Godsey said that the City's recommendations were based on a 5 year storm and the Ohio EPA based their comments on a 10 year storm. Lloyd Swanson, 855 Maple Street, said that the City will negotiate, but at whose expense. He said that the sanitary sewer is compromised with storm water and he does not think the City is being aggressive enough. Mr. Smith explained the actions the City is taking to alleviate this issue. Mr. Smith said that one of the goals with the CSO study is to bypass the Maple Street overflow. Mr. Ghanbari asked if the City's response will be in writing or face to face. Ms. Godsey said that it will be face to face, but she can write up a summary. Mr. Ghanbari asked that it be shared with all of City Council.

REVIEW PREPARATIONS FOR MONTHLY UTILITY BILLING

Ms. Godsey said that they have received numerous requests to go to monthly billing and originally the plan was to do it when the new software came on line, but they now plan to begin monthly billing at the beginning of 2019. She said no action is requested at this time, but the current ordinances are based on quarterly billing so at the next meeting there will be legislation to change the Code to reflect monthly billing. Mr. Smith reiterated his suggestion that customers be offered a discount for receiving their bills electronically.

2019 BUDGET QUESTIONS

Discussion regarding the budget was deferred until the regularly scheduled October meeting.

There being no further business, the meeting adjourned at 6:33 p.m.

Respectfully submitted,

Jonathan Smith, Chairman
Public Utilities Committee

Next regular meeting: Wednesday, October 24, 2018 at 6:00 p.m.