SERVICE-SAFETY COMMITTEE

OCTOBER 27, 2014

The meeting was called to order at 5:00 p.m. by Chairman Jim Matuszak. Committee members present were: John Kevern, Jim Matuszak, and Barry VanHoozen. Also present were Bridgette Kabat, City Administrator, Mathew Beredo, Law Director, Jon Eckel, Service Director, Doug Dariano, City Engineer, and Brody Walters, Planning and Zoning Administrator.

APPRAISAL REVIEW OF FORT MEIGS ROAD RIGHT OF WAY ACQUISITION

Mr. Dariano stated that West Erie was hired to do the appraisals for right of way acquisition for the Fort Meigs Road widening project. However, since we are receiving funds from ODOT for the project, we need to have a second appraiser review the appraisals done by West Erie. Mr. Dariano asked for approval of a contract with Continental Valuations for appraisal review services for the 27 parcels affected by this project in the amount of $48,100. He said that we have worked with Continental Valuations on other roadway projects. Mr. Matuszak asked why this ordinance needs to be approved as an emergency measure. Mr. Dariano reviewed the timeline of the project and explained the process for right of way acquisition which can take months to finalize. He stated that if the right of way acquisition is not completed by August 1, 2015, it could delay the entire project. The Committee agreed 3-0 to recommend approval of the ordinance.

DISCUSSION REGARDING PROPOSED RIVERFRONT PROJECT

Brody Walters, Planning and Zoning Administrator, distributed a list of goals for the riverfront area extracted from the P3 plan, along with a few additional goals added by the Administration. He asked that the Committee review the goals on the list and add their own goals. Ms. Kabat encouraged the Committee members to let the Administration know if they feel there is anything inherently wrong with the goals on the list or if it is lacking anything. Ms. Kabat noted that past planning documents have been put on the City’s website. Mr. Matuszak asked about the $600,000 for riverfront development that was cut from the 2015 budget. Ms. Kabat explained that those funds were for the proposed riverwalk, but the funding from TMACOG is not available until 2019 so it was removed from the budget.

2014 SIDEWALK PROGRAM BID

Mr. Eckel reported that only one bid was received for the 2014 sidewalk program. We were told by several other companies that because it came out so late in the year, their schedules did not allow them to bid on it. The one bid received had several errors in it and the total cost appeared to be $172,000 which is well over the estimated cost. Mr. Eckel asked that the bid from Utopia Construction be rejected and the funds for the

2014 sidewalk program be carried over to 2015. The Committee agreed 3-0 to recommend approval of this request.

2015 POLICE DIVISION BUDGET

Chief Dan Paez reviewed the proposed 2015 police budget and gave a line by line explanation for each expenditure. He said that overall the police budget is $60,536 less than what was asked for in the 2014 budget, which represents a 1.21% decrease. He said drug education is up because it fluctuates based on the amount of the DARE grant. In equipment repair and maintenance, funds are budgeted for a UPS to maintain power to critical areas. The current one was installed in 2004 and contains a large number of industrial batteries which are no longer manufactured. The cost of replacement is $30,000. Mr. Kevern said that their budget looks reasonable. Mr. Matuszak asked about the $10,000 drop in overtime. Chief Paez said that they are implementing software to do the schedule and they are trying to move staff around as much as possible to help reduce overtime. Mr. VanHoozen asked if the School Resource Officer has turned out the way they hoped it would. Chief Paez said that it is working out well and they have received a very positive response.

2015 FIRE DIVISION BUDGET

Chief Jeff Klein reviewed the proposed 2015 Fire Division budget. He said he is comfortable that they will be able to stay within the budgeted amount for personnel costs. He said that payouts for potential retirements have been included in the budget. Fire training was decreased by $12,000 because they have been doing more training locally so it cuts down on travel time and lodging expenses. Chief Klein said that included in the fire equipment line item is $25,000 for a LUCAS device for CPR. The Chief said that someone still needs to set it up and monitor it, but people can get tired or distracted, but the machine does not. Mr. Matuszak asked about the employee insurance. Chief Klein said that the Finance Department gave him information on whether the employees have single or family coverage so that amount is now more accurate.

2015 DEPARTMENT OF PUBLIC SERVICE BUDGET

Mr. Eckel presented the Committee with spreadsheets detailing explanations for substantial increases or decreases in the Department of Public Service budgets. He said overall there is a $12,911 or ¼% increase. Mr. Eckel said contracts for uniforms and the safety program were renegotiated saving approximately $40,000. He said equipment purchases are down because last year a crack sealer was purchased. The Committee discussed how brush and leaf collection is done. They also discussed some changes in the yard waste program which Mr. Eckel said he will be bringing to the Committee in November.

<u>OTHER BUSINESS</u>

Ms. Kabat reported that the pavement condition assessment report, or street master plan, has been received and is available on the City's website in one of the featured articles.

Mr. VanHoozen reported that he met with Dave Creps and they discussed future expenditures for roads and a second fire station. He said that he asked Mr. Creps to put together some numbers for a second fire station so they can see what that would look like. Ms. Kabat said that Mr. Creps is working on the initial costs, but they will also be working with Chief Klein as they discuss the cost of equipping and staffing a second fire station, whether it is a full blown fire station or an EMS station.

Mr. Eckel stated that a request regarding change of percentage of ownership for a liquor license at Social (formerly Arnie's) has been received. Chief Paez said that he has no issue with the request. The Committee agreed 3-0 to not request a hearing on the request.

There being no further business, the meeting adjourned at 6:55 p.m.

Respectfully submitted,

Jim Matuszak, Chairman
Service-Safety Committee

Next meeting: Monday, November 24, 2014 at 5:00 p.m.