

SAFETY COMMITTEE

JULY 27, 2017

The meeting was called to order at 5:30 p.m. by Chairman Nelson Evans. Committee members present were Nelson Evans, Jim Matuszak and Rick Rettig. Also present was City Administrator Bridgette Kabat and Law Director Karlene Henderson.

CITIZENS' CONCERNS

Gayle and Sandy Duty, 104 Quail Road, requested that the Code be changed to prohibit parking of trailers, utility trailers, and recreational vehicles on city streets. Mr. Duty said that they dropped off copies of other communities' ordinances to the Mayor's office. He said that they have safety concerns about a boat and trailer that are continuously parked at the intersection of Partridge and Quail. They said that they have called the police division many times because the vehicles have been parked there over 48 hours. However, the owner moves the vehicles a small distance whenever the police come out. Ms. Kabat explained that the rule is actually that vehicles can be parked for 48 hours unless they call the Police Division and inform them that it will be parked longer. Ms. Kabat said in discussions with the police chiefs, they do not recommend an ordinance prohibiting parking of trailers recognizing that a lot of residents have legal businesses that they run out of their home. She said that the chiefs feel that if anything should be changed, it is the 48 hour rule. They feel it should be lengthened to 72 hours to cover a weekend, and the provision about notifying the police that it will be there longer be removed. Ms. Kabat said that the intersection in question is marked properly according to the Uniform Traffic Control manual and the police chiefs do not believe there is a problem with the line of site. She said that she spoke to two other communities about their trailer ordinance and they said it is only enforced when a resident calls and complains. Mr. Matuszak said that perhaps an ordinance could help with unusual circumstances. Mr. Rettig said that it is worth thinking about, and he would like to take a look at other cities' ordinances. Mr. Evans said that he sympathizes with the Duty's, but we have to be careful about changing the law. He said that the other communities' ordinance will be distributed to the committee so they can take a look and talk about it at the next meeting.

CONSTRUCTION MANAGEMENT SERVICES – NEW FIRE STATION

Ms. Kabat requested approval of a contract with Lathrop for construction management services for the new fire station. She said that five responses were received to the RFP and they were reviewed by the fire chiefs, Engineering Division, Service Director and herself. She said that the list was narrowed down to three, interviews were held, and the fire chiefs made the ultimate decision. Ms. Kabat said that they are requesting approval of the contract as a whole, but are only asking for approval of dollars for the design phase. The staff cost for the design phase is \$51,180 with approximately \$2,993 in reimbursable expenses and 4.25% of those fees. Ms. Kabat said that the agreement is similar to the fee structure for the architect and is 4.25% of the cost of construction including construction management services. Mr. Evans said that he thinks construction management is important to keep costs down. Mr. Matuszak stated that their fee is based

on the cost of construction. Tim Meyer and Allen Ziemkiewicz of Lathrop were present. Mr. Meyer stated that he understands what Mr. Matuszak is saying, but they have been in business for 120 years and if they inflated contracts, they would be out of business by now. He said that their job is to ensure that the project is done cost effectively, efficiently and safely. Mr. Rettig asked if the property has been secured yet. Ms. Kabat said that we are waiting on the Wood County Engineer to validate the legal description. Mr. Rettig asked if there were any concerns about securing the property. Ms. Kabat said that the township has given us permission to do whatever we need to do on the property.

The Committee agreed 3-0 to recommend approval of the contract with Lathrop and to approve the funds for the pre-construction phase.

There being no further business, the meeting adjourned at 6:15 p.m.

Respectfully submitted,

Nelson Evans, Chairman
Safety Committee

Next meeting: Monday, August 28, 2017 at 6:00 p.m.