

SERVICE-SAFETY COMMITTEE MEETING

APRIL 28, 2014

The meeting was called to order at 5:02 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, Public Service Director, and Doug Dariano, City Engineer.

REQUEST FOR REIMBURSEMENT

Sara Weisenburger, 605 W. Front Street, requested reimbursement for the amount she and her husband have been charged by the City to maintain an area that the City says is right of way but she believes is privately owned land. Ms. Weisenburger distributed documents to the Committee that she feels show that the property in question was last owned by William Crook who died in the 1890's. Mr. Matuszak asked if it is identified as a separate parcel on the Wood County Auditor's website. Ms. Weisenburger said that it is not and there is no parcel number for it. Ms. Kabat said that City Staff maintains that it is additional right-of-way owned by the City, and the City has a sanitary sewer running through it. Ms. Weisenburger said that there are no transfers shown to the City. Ms. Kabat said the Administration will ask the Wood County Auditor or Tax Map Division for a written opinion and will look into having a survey done. Mr. Matuszak asked Ms. Weisenburger if the Administration does this if she will agree to be bound by it. Ms. Weisenburger said that she was told the Prosecutor has to make the ultimate decision. Mr. Matuszak asked Ms. Weisenburger how much they have paid. She said that they have paid \$500.00 plus \$6.00 in fees.

PERMISSION TO HIRE RESIDENT PROJECT REPRESENTATION (RPR) FOR INTERSECTION IMPROVEMENTS AT SR25/ECKEL JUNCTION ROAD

Mr. Dariano stated that we have previously hired a design firm and acquired right of way for intersection improvements at SR25 and Eckel Junction Road. Proposals from three firms to provide resident project representation were reviewed and ranked, and DGL was determined to be the best qualified. He asked for permission to enter into a contract not to exceed \$186,300 for these services. The Committee agreed 3-0 to recommend approval.

PERMISSION TO PURCHASE POLES FOR INTERSECTION IMPROVEMENTS AT SR25/ECKEL JUNCTION ROAD

Mr. Dariano stated that normally traffic signal poles are ordered by the contractor, but there is a long lead time on the poles that will be needed for the intersection improvements on SR25 at Eckel Junction Road. The poles are a critical part of the project and if we don't order them, we won't be able to complete the project this year. Mr. Dariano said there are two main suppliers and they were within \$350 of each other but Valmont has a better delivery time. The cost of the poles is \$32,465.00 and they will take 11-13 weeks to be delivered. The Committee agreed 3-0 to recommend approval of this purchase.

POLICE DIVISION OVERTIME

Deputy Chief Jim Rose presented the Police Division's Patrol Unit overtime report for the first quarter of 2014. Overtime for the first quarter was \$44,225.54 which was under budget by \$13,620.61 and down from 2013 by over \$5,000.

Amanda Owens presented the overtime report for Communications Officers. Overtime for the first quarter of 2014 was \$7,032.32 which is under the budgeted amount by \$6,967.68 and is down over \$5,000 from 2013. Ms. Owens stated that at the end of 2013 and the beginning of 2014 they were fully staffed, but there are currently two openings. Mr. VanHoozen asked if overtime will be going up because of the vacancies. Ms. Owens said that it will increase because of shift coverage and training when they hire new employees.

FIRE DIVISION OVERTIME

Deputy Chief Wade Johnson presented the Fire Division overtime report. He stated that overtime for the first quarter of 2014 was \$114,883.83 which exceeded the budgeted amount by \$3,388.97. Inclement weather events, coverage of stations during the line of duty deaths in Toledo, and three employees off on medical leave all contributed to the increased overtime. Temporary modifications to daily staffing and training drills have been made in attempt to remain within the overall Fire Division budget. In addition all purchases are being reviewed and the need prioritized. There was a discussion regarding staffing levels. Mr. Matuszak asked if it is possible that the total payroll could be under budget even though overtime is over budget. Ms. Kabat said that it is possible and the Administration can get that information for the Committee.

PERMISSION TO BID IMPROVEMENTS TO SR25/ECKEL JUNCTION ROAD INTERSECTION

Mr. Dariano requested permission to advertise for bids for intersection improvements on SR25 at Eckel Junction Road. The Committee agreed 3-0 to recommend approval of this request.

PERMISSION TO BID PAVEMENT MARKING PROGRAM

Mr. Eckel requested permission to bid the 2014 Pavement Marking Program. He said there is \$55,000 in this year's budget. The Committee agreed 3-0 to recommend approval of this request.

There being no further business, the meeting adjourned at 6:02 p.m.

Respectfully submitted,

Jim Matuszak, Chairman
Service-Safety Committee

Next meeting: Tuesday, June 3, 2014 at 6:00 p.m. which is a change from the regular date and time.