SERVICE-SAFETY COMMITTEE MEETING

APRIL 8, 2013

The meeting was called to order at 5:00 p.m. by Chairman John Kevern. Committee members present were: John Kevern, Tom Mackin and Mike Olmstead. Also present were City Administrator Bridgette Kabat, Law Director Mathew Beredo, Service Director Jon Eckel, and City Engineer Doug Dariano.

UPDATE REGARDING FT. MEIGS ROAD PROJECT

Mr. Dariano said that a couple of months ago he came to the Committee regarding the Fort Meigs Road project. It was recommended that we substitute a multi-use path instead of sidewalk. Mr. Dariano reviewed the cost summary for the path including the cost of acquiring additional right-of-way. The total cost estimate to substitute the sidewalk with a ten foot multi-use path is $338,187. The project is being funded 80% by TMACOG and we are allowed to go over the total by 20% without asking for more money, but Mr. Dariano would like to take this request to TMACOG. He said that he does not want to use the 20% without turning over any dirt. The Committee agreed that we should request funding from TMACOG, but they were not in favor of moving forward with the path if the City has to pay 100% of the cost.

POLICE DIVISION OVERTIME REPORT

Chief Paez gave a report of the police and communications overtime for the first quarter of 2013. Police overtime was $42,127.54 which is under the budgeted amount by $4,026.31 and down from the 2012 amount by $6,918.50. Chief Paez said that two officers were off on sick leave during the first quarter, but they are now fully staffed. Communications overtime was $10,421.37 which is under the budgeted amount by $1,117.09 and down from the 2012 amount by $2,632.24. Mr. Olmstead asked why we are budgeting the same amount for each month when we know certain months will be higher. Mr. Mackin said this may be more of a recording or allocation function than a budgeting function. Ms. Kabat said that she will talk to Tim Fisher and ask him to take a look at it.

FIRE DIVISION OVERTIME REPORT

Deputy Fire Chief Wade Johnson gave the first quarter overtime report for the Fire Division. He said that overtime is up considerably from the first quarter of 2012 mainly because of two employees who were off due to injury. One of the employees has subsequently retired with a disability and has been replaced. The new employee will be out of orientation and available on a full time basis in about two weeks. The other employee has been off with an on duty injury since January 10th and is back, but is on light duty. A labor management meeting was held to work together with the union on ways to cut down overtime costs. At this meeting it was determined that employees who are off on sick or injury leave will be counted towards the on-duty staff so comp time will no longer be granted during those times. Mr. Olmstead asked how much that change would have saved had it been place since the beginning of the year. Ms. Kabat said that she's not really sure, but she gave a rough estimate of 8-10%. Mr. Kevern said that although overtime is up, the Fire Division is working to stay within their overall budget. The Committee asked that they get a breakdown of the calls by category.

MEMORANDUM OF UNDERSTANDING WITH PERRYSBURG TOWNSHIP FOR INFRASTRUCTURE REIMBURSEMENT

Ms. Kabat distributed a draft agreement with Perrysburg Township regarding reimbursement for improvements made to roads in the Township that are in areas that may be annexed. The agreement has been reviewed by the Township Administrator and he has made a few tweaks. Ms. Kabat asked the Committee to look it over and let her know of any comments or questions.

PERMISSION TO ENTER INTO AN AGREEMENT FOR THE PRELIMINARY ESTIMATES, DESIGN & BIDDING OF THE 2013 RESURFACING PROJECT

Mr. Eckel explained that the first step with the resurfacing project is to hire an engineering firm to give us estimates for the engineering and construction costs. He said at the beginning of the year an RFQ for engineering services was sent out, and Proudfoot is number one on their list for preparing this preliminary estimate. The cost of this estimate is under $50,000. There is $750,000 budgeted for the total resurfacing project. The Committee agreed 3-0 to recommend approval of this request.

PERMISSION TO BID THE 2013 RESURFACING PROJECT

Mr. Eckel requested permission to bid the 2013 resurfacing project. The Committee agreed 3-0 to recommend approval of this request.

PERMISSION TO BID THE 2013 PAVEMENT MARKING PROGRAM

Mr. Eckel requested permission to bid for the 2013 pavement marking program. He said $55,000 is budgeted. The Committee agreed 3-0 to recommend approval of this ordinance that will be presented at the next Council meeting.

PERMISSION TO PURCHASE NEW ¾ TON PICKUP TRUCK FOR DEPARTMENT OF PUBLIC SERVICE

Mr. Eckel requested permission to purchase a new pickup truck for the Department of Public Service. He got quotes from several dealers and Brondes had the lowest quote of $26,077. This is a budgeted item and will be a street operations truck. The Committee agreed 3-0 to recommend approval of this request. The ordinance will be presented at the next Council meeting.

PERMISSION TO ENTER INTO AGREEMENT WITH ODOT FOR THE COOPERATIVE PURCHASING OF WINTER ROAD SALT FOR THE 2013-2014 SEASON

Mr. Eckel requested permission for the City to enter into a cooperative purchasing agreement with ODOT for the purchase of road salt for next winter. He said that this agreement has allowed the City to save untold dollars in the past several years. The Committee agreed 3-0 to recommend approval of this request.

LIQUOR LICENSE TRANSFER FOR HOOPER & COMPANY LLC, 105 W FIFTH STREET

Mr. Eckel said that this liquor license transfer is for the Fifth Street Pub. Chief Paez said he has no problem with the request. The Committee agreed 3-0 that no hearing be held.

NEW LIQUOR LICENSE FOR BUTTONS INC., 25481 N. DIXIE HIGHWAY

Mr. Eckel said that a request was received regarding the liquor license for Tekela's on SR25. Chief Paez said he has no problem with the request. The Committee agreed 3-0 that no hearing be held regarding this request.

There being no further business, the meeting adjourned at 6:00 p.m.

Next regular meeting: Monday, May 6, 2013 at 5:00 p.m.

Respectfully submitted,

John Kevern, Chairman
Service-Safety Committee