

SERVICE-SAFETY COMMITTEE

JANUARY 26, 2015

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, and Doug Dariano, City Engineer.

PERMISSION TO HIRE APPRAISER

Mr. Dariano requested permission to hire American Property Analysts, Inc. at a cost not to exceed \$19,500 for right-of-way acquisition services for the Eckel Junction Road/Carronade Drive intersection project. Mr. Matuszak asked if the design work has been done. Mr. Dariano said that it has been done and it is in ODOT's hands. Mr. Kevern said that he thought this project was delayed by a year. Ms. Kabat said that construction has been delayed. Mr. Dariano said that it is in the State's 2016 fiscal year budget which begins July 1, 2015 so we would have to bid it out by June 30, 2016. Mr. Matuszak said that his recollection was that City Council wasn't thrilled with this project. Mr. Kevern said he's not convinced we need a roundabout there. Mr. VanHoozen said that he also struggles with it and thinks it may be overkill. Ms. Kabat said that she is hearing from the Township that Carronade Drive will be extended in 2015 and we are looking to get ahead of the game. She added that putting in a traffic signal or four way stop is not warranted by the traffic counts. The roundabout will keep traffic moving, reduce speeds, and have less conflict points. Mr. Matuszak said that instead of moving forward, he would like to get more information. Ms. Kabat said that at the next committee meeting the Administration can provide the PowerPoint presentation that was shown at the Open House and also provide the traffic counts.

REIMBURSE PROUDFOOT FOR ADDITIONAL WORK ON FORT MEIGS ROAD

Mr. Dariano requested reimbursement for Proudfoot for additional work on Fort Meigs Road between the High School drive and Five Point Road. The additional work includes attendance at an additional public meeting, preparation of responses to public comment, plan revisions, preparation of easements for natural gas relocation, coordination of ODOT mandated environmental site assessment, and coordination with the Corps of Engineers for nationwide permit. The cost of the additional work is \$20,908.04. Mr. Matuszak asked if the additional work has already occurred. Mr. Dariano said that all of it except for the coordination with the Corps of Engineers has occurred. Mr. Kevern asked if it looks in line and Mr. Dariano said it does. The Committee agreed 3-0 to recommend approval of the change order for the additional work.

APPROVE CONTRACT EXTENSION FOR 2014 RESURFACING PROGRAM

Mr. Dariano stated that the 2014 resurfacing program was bid late in the year and based upon ODOT's timetable of inclement weather, he is recommending that Bowers Asphalt be given a nine day extension making the new completion date May 13, 2015. There is no additional cost, it is just an extension of time. The Committee agreed 3-0 to recommend approval.

PERMISSION TO RENEW CONTRACTS WITH CAMPBELL, INC. AND AIR FORCE ONE

Mr. Eckel asked for permission to renew the contract with Campbell, Inc. for HVAC preventative maintenance for the Municipal Complex. The price of \$25,676 represents a 3% increase. He also asked for permission to renew the contract with Air Force One for HVAC services for the Schaller, Engineering and Senior Center buildings and the Fire Station. The cost of the contract is roughly \$7,500 and is the same cost as last year. Mr. Eckel said both companies have served us well in the past. The Committee agreed 3-0 to recommend approval of the contracts.

PERMISSION TO RENEW CONTRACT WITH REGULATORY COMPLIANCE CONSULTANTS

Mr. Eckel said that Regulatory Compliance Consultants set up all our safety programs and have been doing our safety training for the past ten years. Some of the training has become mundane, however when he went out to bid, they were the cheapest. Mr. Eckel recommended renewing the contract for six months and then do a review to see if the training has improved. If it has, he'd recommend continuing with them, but if not, we may want to explore other options. The amount of the contract for the full year is \$28,600, but it has been written to include a mid-year review. The Committee agreed 3-0 to recommend approval.

OTHER BUSINESS – FIRE DIVISION INFORMATION

Ms. Kabat showed the Committee a PowerPoint presentation based on historical data since 2007 regarding Fire Division run times. Ms. Kabat's PowerPoint presentation included, among other things, explanations of what each slide represented based on the model(s) developed by Ian Dunn. The Committee discussed the information provided. Ms. Kabat said the goal is to get feedback from the committee and then to, initially, use the modified estimated travel time map to assess the feasibility of various other alternate locations by comparing the calculated run times for each to the actual run times of the existing fire station. She said that she does not know that there is a specific target point. It was hoped that the Matrix study would give some guidance, but an acceptable level of response time is for City Council and the community to decide. Mr. Matuszak requested that the model be tested for reliability. He suggested that the maps be redone using the historical data by year, using each address point only once and comparing the actual total run times for the address points to the calculated total run times for the same address points. He said that we have to be comfortable with the reliability of the formula because we're looking at historical data and are trying, as

visionaries, to project future circumstances. Mr. VanHoozen asked how they know the data is accurate. Ms. Kabat said that information from the CAD system was used, but there is a human factor involved. There was discussion regarding a margin of error that exists within the data since the accuracy of the data is subject to the immediate demands on the time of the dispatcher fielding multiple calls at times and the safety personnel responding to the urgency of the calls. Chief Klein said that they are looking at getting computers in the trucks so they can enter when they are en route and on location, but currently the information is based on the circumstances in dispatch.

Connie Sanford, Timberbrook Court, stated that multiple studies have been done showing the need for a second station. Mr. Matuszak said he has a copy of a past study, but he does not think the current Administration and current City Council should be handcuffed by previous studies conducted by previous administrations and city councils.

OTHER BUSINESS

Mr. VanHoozen asked about the status of the Master Plan for roads. Ms. Kabat said that it was on the City's website, but they will bring a hardcopy to next month's committee meeting.

There being no further business, the meeting adjourned at 6:18 p.m.

Respectfully submitted,

Jim Matuszak, Chairman
Service-Safety Committee

Next meeting: Monday, February 23, 2015 at 5:00 p.m.