

SERVICE COMMITTEE

OCTOBER 25, 2017

The meeting was called to order at 5:00 p.m. by Chairperson Becky Williams. Committee members present were Barry VanHoozen and Becky Williams. Rick Rettig arrived at 5:02 p.m. Also present were City Administrator Bridgette Kabat and Service Director Jon Eckel.

PERMISSION TO PURCHASE BRINE MACHINE

Ms. Kabat stated that ODOT used to supply the City with brine, but they are no longer in the business of supplying and delivering brine. There were funds in the 2016 budget to purchase a brine machine, but ODOT offered their services so we did not proceed with the purchase. Mr. VanHoozen asked what happened to those dollars, and Ms. Kabat said they just stayed in the ending balance. Mr. Eckel requested permission to purchase a brine machine from Henderson through the NJPA for \$35,584. Mr. VanHoozen asked what the expected useful life would be of the equipment. Mr. Eckel said that it is stainless steel to process the salt water, and he would expect it to last twenty years. The Committee agreed 3-0 to recommend approval of the purchase.

FALL PLANTING – DEVELOPER TREES

Mr. Eckel explained that there are two types of tree plantings, those that are purchased by the Street Tree Fund and those that are paid for by developers or builders of new construction projects. The developer or builder pays \$450 for each tree that needs to be planted according to the approved street tree plan. Once the project is constructed, the City has the approved trees planted. Mr. Eckel said he sent requests for quotes to Barnes, Davey and North Branch. North Branch came back substantially lower than Barnes and Davey. They also said that they would be able to get the trees planted yet this fall. Mr. Eckel presented the committee with a list of the 220 trees to be planted by North Branch for a total of \$75,703. The Committee agreed 3-0 to recommend approval of this request.

2018 BUDGET DISCUSSION

Ms. Kabat said that she had sent an email to the Committee with the worksheets for the street and refuse budgets. She provided the building maintenance and engineering budget worksheets at the meeting. Regarding the building maintenance budget, Mr. Eckel said that they are waiting on a number for one more thing at the Court building and are working with Poggemeyer and will have the amount for the amended budget. Ms. Kabat said that Poggemeyer is also working on plans to redo the front porch entrance on the Municipal Building to make it ADA accessible and remove the automated stairs that are not dependable. The estimate for this project is \$125,000. Ms. Kabat explained that there is \$60,000 in the budget for court building renovations which includes \$30,000 for a replacement magnetometer, \$25,000 for a replacement tube system, and \$5,000 for a standalone air conditioning unit for the IT closet. Mr. Rettig asked about the audio for City Council chambers. Ms. Kabat said that they are currently working with ProVideo. Mr. Rettig asked about closed circuit viewing for the hallway when there is a large crowd. Ms. Kabat said that would be part of the next step.

In the Streets budget Mr. Eckel said there are not a lot of changes. He said there are no new employees. Ms. Kabat said that there is a new hot box in the budget which will replace an old piece of equipment. Ms. Kabat said that the engineering budget shows a 4.7% increase and the biggest line item is contracts which covers traffic counts, surveys, and speed studies. In the refuse budget, Ms. Kabat explained that several years ago we got into the totter business and the vehicles are to the point that they need a lot of repairs and maintenance. She said that we are starting the process of leasing a pack-rat which is a rear loader and one large side loader. Mr. Eckel said that we have had the vehicles five years and he had hoped to keep them seven years. He said that these new trucks are a different type of truck with a different arm and fewer moving parts. He said that the plan is to lease one new truck each year for five years. Mr. VanHoozen asked if that schedule is aggressive enough because the current trucks would be ten years old by the end of the five year period. Mr. Eckel said that we will have to play it by ear for future years. There was discussion about not getting rid of the old trucks right away in case another one would break down.

Ms. Williams asked about the budget for resurfacing. Ms. Kabat said there is \$850,000 budgeted out of the 223 fund and \$250,000 out of the 233 fund. She said that additional dollars will be added during the amended budget process. Mr. Eckel explained that they are having an updated plan done to rank streets in a general area together. Ms. Kabat said that this will allow them to make a recommendation in an area in totality, not by each street because the cost of set-up and tear down for the resurfacing companies makes that cost prohibitive. Ms. Williams asked how we are doing with the retro reflectivity, and Mr. Eckel said it is 90% done. There was also discussion regarding sidewalk assessment, the multi-use path, Hull Prairie Road improvements, signage for the Diverging Diamond, and Right Stuff payroll software. With regards to the donation to the Perrysburg Heights Community Association, Mr. Rettig said that there had been some concern about spending City dollars on a Township building. He suggested that perhaps funds could be designated for programming instead. He said that information furnished by the Heights Association showed that 60% of the kids that use the facility are from the City. Ms. Kabat said that if City Council decides to designate the funds for operating expenses, it would need to come from the general fund instead of the capital fund.

There being no further business, the meeting adjourned at 6:05 p.m.

Respectfully submitted,

Becky Williams, Chairperson
Service Committee

Next meeting: Wednesday, November 22, 2017 at 5:00 p.m.