

## **Minutes of Perrysburg Service Committee**

**Meeting Held January 24, 2024**

### **CALL TO ORDER - 5:30 PM**

The meeting was called to order at 5:30 p.m. by Committee member Mark Weber.

### **ROLL CALL**

Committee members present were Mark Weber and Kevin Fuller. Chairperson Kerry Wellstein was not present. Also present were Joe Fawcett, City Administrator, Tim Effler, Law Director, Rob Ross, Director of Public Service, Brody Walters, Planning and Zoning Administrator, Brian Thomas, City Engineer, and Amber Rathburn, Director of Finance.

### **CITIZEN'S CONCERNS**

Jan Materni, 423 West Sixth Street, commended the Service Department for keeping the roads clean, in light of the weather, and thanked them.

### **APPROVAL OF 12/20/23 MEETING MINUTES**

There being no objections, the minutes of the December 20, 2023 meeting were approved 2-0.

### **CT CONSULTANTS INVOICE FOR TESTING ON THE 2023 RESURFACING PROJECT**

Mr. Thomas explained that every year with the resurfacing project, they also partner with a testing firm. This is for an agreement with CT Consulting, Inc. to provide construction quality control testing and inspection services for the 2023 road resurfacing project. He added that they received all of the invoices at once, at the end, and it was quite a bit more than they expected it to be. The Department of Public Service would like to amend the initial agreement to add an additional \$13,383.50, for a total project cost of \$28,163.50.

Mr. Fuller asked if we tried to negotiate with them. Mr. Thomas did not negotiate because they did do the work. Mr. Effler spoke with them and noted that the contract does state that they are estimates. Mr. Weber asked if there was a "not to exceed" number and Mr. Thomas responded that there was not. There being no objections, this is being forwarded 2-0 to City Council.

### **DOWNTOWN PARKING & PAVING IMPROVEMENTS BID OPENING**

Mr. Thomas explained that they put together multiple smaller projects that are in the downtown area, in order to get better pricing. The Department of Public Service has determined that certain parking and improvements in certain downtown areas, including Second Street, Third Street, Walnut Street, and Elm Street are necessary. Mr. Thomas

is asking for a ten percent contingency because part of what they are doing is underground. Mr. Weber asked when work would begin. Mr. Thomas responded that it will be complete by the end of the year.

Mr. Weber asked if Local Roots is aware. Mr. Thomas has been in touch with the owner and will be adding several parking spots by her business, in fact. Mr. Fuller asked if this will conflict with the downtown streetscape improvements and Mr. Thomas responded that it will not. The cost for the project, including the contingency, is \$281,388.64. There being no objections, this is being forwarded 2-0 to City Council.

### **RIGHT-OF-WAY PLAN PROPOSAL FOR W. BOUNDARY MULTI-USE PATH**

Mr. Thomas stated that they have found it necessary to develop right-of-way plans for the W. Boundary Multi-Use Path. DGL Consulting Engineers, LLC would be the firm doing the survey work for the consultant on the project, for the additional fieldwork and design work to complete the right-of-way drawings and legal descriptions. The total price is \$42,639.00. There being no objections, this is being forwarded 2-0 to City Council.

### **INSTALLATION OF CONTROLLERS IN THE POLICE BUILDING**

Mr. Ross explained that they have found it necessary to service and repair the Building Management Systems in the Police Building. Positive Trades Group, LLC had the lowest and best quote at \$74,609.00. Mr. Ross stated that they will be able to control the sensors again and will gain control of that building. Mr. Weber asked if this can be operated off premise and it can. There is no contingency on this legislation currently. Mr. Ross added that they will own the system, which is another benefit. There being no objections, this is being forwarded 2-0 to City Council.

### **DOWNTOWN STREETScape IMPROVEMENTS**

Mr. Fawcett and Mr. Walters shared visual aids on the projector to help demonstrate the vision. Mr. Fawcett explained that this started as an ADA accessibility project and has turned into a true reinvestment and revitalization project for the downtown area. The design and engineering work would occur in 2024. Construction will likely happen in 2025. Mr. Fawcett stated that Louisiana Avenue will require repaving at some point, and when this happens federal law dictates that adjoining sidewalks and curb ramps must comply with current ADA standards.

Mr. Walters stated that this was previously viewed as an engineering problem. To make this project more desirable, this is an opportunity to reinvest in an asset that we have. They asked to have no reductions in parking spaces or in square footage of outdoor dining spaces. Businesses are willing to embrace the change if there are minimal disruptions to their businesses. Mr. Walters noted that this plan honors the buildings and storefronts as they currently exist.

Mr. Fuller stated comments and concerns about the ramps to building entrances, maintaining the historic nature of the area, grants for this project, Public Utilities, and

the ad hoc committee. All of the comments and concerns were appropriately addressed by Mr. Walters and Mr. Fawcett. Mr. Fuller stated that we should take a good look at our finances and requested a projection on all city projects. He would like to see something presented to City Council before the final reading.

Kathleen Gibson, 29639 Duxbury Lane, stated that her main concern are the trees that are there now. Mr. Walters responded that the current trees are inappropriate and would be replaced by what is determined to be an appropriate tree. Mr. Ross added that some of the current trees are already dying on their own and would eventually need to be removed anyway. Ms. Gibson asked who will maintain all of the plantings. Mr. Walters responded that they have not determined that yet, but there are many possibilities, including being city maintained.

Deborah Born, 125 East Front Street, thinks this is an attempt to get rid of the historic district and we will become another Maumee if we continue doing this.

There being no objections, this is being forwarded 2-0 to City Council.

### **2024 RESURFACING STREET LIST**

Mr. Thomas put together a 2024 Pavement Paving List, along with a 2024 Microsurfacing List. He will forward it to the rest of City Council also. Mr. Thomas explained that the priorities are the streets that look the worst and also drive the worst. There is no legislation for this tonight.

### **LAKE VUE DRIVE PAVING**

Mr. Thomas explained that this is amending an error in Resolution 38-2023, pertaining to the location of the border between City of Perrysburg and Perrysburg Township, regarding resurfacing Lake Vue Drive. After remedying the error, the City's portion of the resurfacing of Lake Vue Drive increased to \$58,448.35. Mr. Weber and Mr. Fuller agreed that the work is done and they need to be paid. There being no objections, this is being forwarded 2-0 to City Council.

### **OTHER BUSINESS**

Mr. Weber stated that the intersection of Front Street and Route 25 will be discussed at the Service Committee on February 21, 2024.

### **ADJOURNMENT**

There being no further business, the meeting adjourned at 7:08 p.m.

Respectfully submitted,

Kerry Wellstein, Chairperson  
Service Committee

**Next meeting: Wednesday, February 28, 2024 at 5:30 p.m.**