

Public Services Committee

Meeting Minutes

February 13, 2023

Ms. Chamberland called the meeting to order at 4:30 p.m.

Present: Kim Chamberland, Kyle Mitchell, Sandy Russell

Staff: City Manager - Michael Doss, Police Chief - Jamey Mills, Water Department Supervisor Joe Casteel, and Executive Assistant - Jackie Bain

Visitor: none

Appointment of Committee Chairperson – Mr. Mitchell made a motion to appoint Ms. Chamberland as the Chairperson. Seconded by Ms. Russell All yes.

Approval of Minutes: Ms. Chamberland and Mr. Mitchell read and approved the November 9,2022, Public Services Committee Minutes. Ms. Russell abstained

DISCUSSION: SUPPLY AND DISCHARGE WATERLINE BIDS

Water Department Supervisor Joe Casteel reviewed the February 3 bid opening results with the committee. The lowest bid was from Ford Development Corp in the amount of \$1,214,342.87 for The Wallace Avenue Water Tower – Supply And Discharge Lines Project. Mr. Doss also informed the committee that the bids were competitively bid. We did receive two grants from the Ohio Public Works and also ARPA Funds, which combined both of those we thought would fund the entire project. And they did but we applied for the grants about a year and a half ago. Inflation costs have gone up. For clarification purposes, the total project when we applied for the grant funds was \$1,292,000.00. Ford Development Bid \$1,214,342.87 and last year we entered into an agreement with Brandstetter Carroll to do the engineering on the project. The engineering for both of the projects combined was \$96,500.00. Which is a grand total of \$1,310,842.87. Which is a negative difference of \$18,842.87. We feel that is due to inflationary costs (cost of piping and general cost of doing business). We will have to make up the amount \$18,842.87. The project will start once materials are received/Spring end of summer.

THE COMMITTEE AGREED TO RECOMMEND THAT THE LAW DIRECTOR DRAFT AN ORDINANCE TO ENTER INTO AN AGREEMENT WITH FORD DEVELOPMENT CORP IN THE AMOUNT OF \$1,214,342.87 FOR THE WALLACE AVENUE WATER TOWER – SUPPLY AND DISCHARGE LINES PROJECT

DISCUSSION: DOWNTOWN PARKING ISSUES AND POSSIBLE ENFORCEMENT

Mr. Doss discussed downtown parking issues that are recognized and being anticipated with warmer weather. Parking lots at 25 Main Street, Municipal Parking lot next to Harvest Market and the Riverside Park parking lot at Victor Stier. Chief Mills spoke about the challenges and possible enforcement. He spoke of the parking situation in Loveland. Chalking lines were also discussed. Which is not effective nor efficient. On street parking was reviewed along with Private lots and City owned lots. He feels there is room there for improvements and it may help if we were to have some type of technology in place. Similar to what Loveland Ohio has. They have a parking map that reflects all of the free parking spots and also shows a paid lot. It is worth exploring so that we can do the same here to provide complimentary on street parking and various lots for parking. Drivers can pay for their spaces in City Hall kiosks or using a phone app. The app allows users to reserve or renew their spaces from a distance, get reminders when their meter is about to run out and pay online. Mr. Doss mentioned that this is an expensive option. This has become a reality for a parking solution. The committee discussed in depth what direction they would like to move forward with. Committee members would like to have more information regarding parking kiosks mobile payments and how to enforce to review and discuss at the next Public Services Committee meeting. Mr. Doss said that he along with Chief Mills and Assistant Chief Mahan will collect additional information regarding prices and recommendations to discuss further with the committee.

DISCUSSION: WATER METER PURCHASING

Mr. Casteel discussed water meter ordering and would like to place orders for water meter purchasing the same way he processes purchase orders for chemicals for the department. This would allow him to keep up with the replacement of meters as the demand comes in. Mr. Doss stated that the preferred method for placing such orders that require multiple payments over a period of time would be to establish a Blanket Purchase Order.

There being no further business, the meeting adjourned at 5:15 p.m. with a motion from Mr. Mitchell Seconded by Ms. Russell All yes.

Respectfully submitted,
Jackie Bain, Executive Assistant

“These minutes have been approved and adopted by Ms. Chamberland, Mr. Mitchell and Ms. Russell on February 14, 2023.”