

PUBLIC NOTICE

PUBLIC SERVICES COMMITTEE MEETING

Committee Members: Kim Chamberland, Ted Haskins, and Kyle Mitchell

**Thursday, June 16, 2022 at 5:00 pm
City Council Chambers
745 Center Street, Milford, Ohio 45150**

AGENDA

Call to Order

Proceedings: Approval of February 11, 2022, Public Services Committee Minutes

Agenda Items:

- Discussion Wallace Water Tower Engineering and Project Management Proposals
- Influent Sampling Machine Invoice
- Adleta Construction SR 28 Asphalt Repairs Invoice
- And all additional matters that may properly come before the Committee

Adjourn

**Public Services Committee
Meeting Minutes
February 11, 2022**

Ms. Chamberland called the meeting to order at 4:00 p.m.

Present: Kim Chamberland, Ted Haskins, Kyle Mitchell

Staff: City Manager, Michael Doss, Finance Director, Pat Wirthlin, District Chief James Nickell, District Chief Miles Miller and Executive Assistant, Jackie Bain

Visitors: Aaron Rourke, ODNR, DNAP, SW Ohio Scenic Rivers Manager

Appointment of Committee Chairperson: Kyle Mitchell made a motion to appoint Kim Chamberland as Committee Chairperson. Seconded by Ted Haskins. All yes

Approval of Minutes: The committee members read and approved the January 3, 2022 Public Services Committee Minutes

DISCUSSION: DUKE ENERGY PROPOSAL: NEW LIGHTING FOR DOWNTOWN MAIN STREET

Mr. Doss presented the committee with information regarding the decorative streetlights around the downtown area. The proposed agreement is to make the lights consistent in illumination, energy efficient, inviting and safe for all the patrons who visit our downtown area, especially in the evening. The agreement included Duke Energy to replace 44 lights. There were several options and payment plans reviewed. Option A was suggested with a one lump sum payment of \$54, 439.27.

The Committee Agreed to Recommend that the Law Director Draft an Ordinance Authorizing an Agreement with Duke Energy for Outdoor Lighting in the amount of \$54,439.27

CEMETERY MAINTENANCE AND MOWING BID/CONTRACT

Mr. Doss presented the bid information for Cemetery Grounds Maintenance for 2022. There was a mandatory pre-bid meeting on January 28, 2022 and A&A was the only company that attended. We received one bid which was from A & A Lawncare. The bid for 1 year came in a \$77,000 and a three-year bid in the amount of \$257,500 was also submitted. There was discussion of 1- or 3-year option, and the committee agreed based upon staff suggestion that a 1-year contract would be favorable and to bid out again next year to see if the cost of doing business has decreased.

The Committee Agreed to Recommend That the Law Director Draft an Ordinance Authorizing an Agreement With A&A Lawncare And Landscaping for Cemetery Grounds Maintenance for One-Year in The Amount Of \$77,000

DISCUSSION: CDBG APPLICATION RE: JIM TERRELL PARK CANOE/KAYAK LAUNCH PROJECT

Mr. Doss discussed with the committee an opportunity where we could help fund a new canoe and kayak launch at Jim Terrell Park. To consider an application for \$55,000 in Grant Funds with a \$50,000 match from the City. This grant, if awarded, would not start until 2023. Mr. Doss reviewed proposed concept designs of Terrell Park and the canoe and kayak launch site, which is about a \$300,000 project. If this application is considered, we would then get a resolution that would commit the \$50,000 of city funds to help support the construction of this project. Ms. Pat Wirthlin discussed with the committee what is currently budgeted and how if this grant was to come through it would help bring the budget down.

The committee reviewed information regarding water rescue and the difficulty in getting the equipment down to the river. Currently when there are difficulties, they must move their rescue down to Kelley Nature Preserve. The Boat launch will be used for rescue purposes only. There are issues with the area washing out quite a bit. There is private property in that area that is used for their customers and people are using this property to get in and out of the river. We have a lot of comments given to us on why we cannot do something like Kelley Nature Preserve. With that in mind we will try to help drive this concept. The Ohio Department of Tourism indicated that we are at 150% increase in outdoor tourism.

Public Comment/Mr. Aaron Rourke - ODNR/Local Scenic River Manager

Mr. Rourke spoke about suggestions that they would like to see along the State and National Scenic River. Mr. Rourke presented some slides to reference in Greene County of limestone slabs with a bed of gravel access to the river which is consistent with Scenic River values. Its cost was somewhere between \$50,000 to \$70,000 and was completed before Mr. Rourke started. Mr. Rourke spoke about the private property owner/Mr. Mark Bersani, who operates Loveland Canoe and Kayak, who also have a satellite location called River Dogs, where the current concrete slab is located. Mr. Rourke stated that Mr. Bersani is open to collaboration. Mr. Bersani is a member of Mr. Rourke's 10-member advisory council of local citizens who help him with local knowledge and connections. Mr. Rourke discussed Mr. Bersani's recommendations for boat access. He is open to the fire departments from Miami Township and the City of Milford to use his land.

He suggested using Mark Bersani's property for our rescues and create a limestone and gravel ramp instead of a concrete ramp is not consistent to Scenic River values. The committee asked Mr. Rourke if the ramp at Kelley is consistent to Scenic River values? Mr. Rourke stated that the regular process for any publicly funded project within 1000 feet of the river, on either side, a 2,000-foot belt width, plus the width of the river. That is not in a municipality, gets a look see by him and he has certain standards which he tries to adhere to. We never just say No to a project in the 1000-foot corridor. They find some type of collaborative compromise agreement. His counterpart on the Federal level, Hector Santiago, with the National Wild and Scenic Rivers Program, does have jurisdiction in the cities. He will ask Mr. Rourke how he would like the project to look like, because he has to permit it. Since there will be work in the water, you will have to get a Corp of Engineers Permit and an Ohio EPA Permit. Those two entities way on Hector, to give the high sign. And they wait for his conditions to come through to include those in his permit. So, when Mr. Rourke talked to Hector, he already forwarded the notice of this meeting and will follow up with him regarding the City of Milford wanting a more Kelley Nature Preserve like access. Eventually you will work through him and he will keep in touch with Mr. Rourke. This will probably be the way that this gets through the regulatory process. The committee asked if he is looking for something using natural materials rather than concrete. He said yes.

MCFD District Chief Nickell spoke that it is very nice that Mr. Bersani allows them to use the private access to the river. However, it is very difficult to finagle the truck down this little, narrow ramp to lower the boats that are on the trailers that cannot get down to all the way. The problem is that the trucks get stuck because it was not wide enough. Something has to be done to where it is a wide ramp accessible for water rescue trucks to serve immediate rescue with no time delay. Time is of the essence. This discussion has been ongoing for years. The ramp that the city is suggesting would make it appropriate for all.

Mr. Doss stated that one of the challenges that we have is that if we put public funds to widen it is on private property and our residents cannot use it. Plus, we are adding to an existing concrete slab and making it larger. The current location for the project is on city property and we have control over it. We can address the safety concerns with this project. We recognize the increase in usage and providing a safe accessible point for all and to accommodate Safety Services in the City is the purpose in trying to achieve this grant. It is contingent upon receiving an Ordinance from City Council.

The Committee Agreed to Recommend That the Law Director Draft A Resolution Making an Application for Community Block Grant in The Amount Of \$55,000 With the City Providing \$50,000 Financial Match

DISCUSSION: A PROPOSED ORDINANCE RE: AMENDING APPROPRIATION
ORDINANCE 2021-113

Finance Director Pat Wirthlin presented information regarding Amending Appropriation Ordinance 2021-113

The committee reviewed a list of proposed amendments to the City's 2022 appropriations. The total increases amount to approximately \$725K. Most of the amendments represent re-appropriations (carry-overs) from 2021 for unfinished projects. This means that the effect on the budget is minimal for those items.

These changes put the City's total budget at \$23 million, the largest budget yet. The City is leveraging grants and growing its tax base.

The Committee Agreed to Recommend That the Law Director Draft an Ordinance Amending Appropriations Ordinance 2021-113 By Increasing the Individual Items as Listed on The Attached Chart Totaling \$724,847

DISCUSSION: A PROPOSED RESOLUTION RE: ADVANCEMENT OF TAXES FROM THE
CLERMONT COUNTY AUDITOR

Finance Director Pat Wirthlin brought to the committee's attention that The City annually requests that the county advance real estate tax receipts and other County sources as the funds become available. This allows the City to receive these taxes more in line with "as earned." Without such a request, the City would receive taxes twice a year (July and November).

The Committee Agreed to Recommend That the Law Director Draft A Resolution Requesting the County Auditor to Make Advance Payments of Taxes During the Year 2022 Pursuant to Ohio Revised Code Section 321.34.

There being no further business, the meeting adjourned at 5:05 p.m. with a motion from Ms. Chamberland, Seconded by Mr. Haskins. All yes

Respectfully submitted,

Jackie Bain, Executive Assistant

"These minutes have been approved and adopted by Ms. Chamberland, Kyle Mitchell and Mr. Haskins on February 15, 2022"

FEE PROPOSAL

We are proposing the following fees per major task:

| | |
|-------------------------------------|---------------------|
| Water Model Update (BCI/Barge) | \$34,000.00 |
| Soil Borings (CTL) | 9,500.00 |
| Rock Coring (if needed) | 2,500.00 |
| Preliminary Design | 35,000.00 |
| Final Design/Construction Documents | 65,000.00 |
| Bidding and Negotiations | 8,000.00 |
| Construction Administration | 35,000.00 |
| Shop-Inspection (Dixon) | 22,000.00 |
| Welding Inspections (Dixon) | 12,000.00 |
| Coating Inspections (Dixon) | 53,000.00 |
| Grant Administration | 2,500.00 |
| <hr/> | |
| Total | \$278,500.00 |

Barge Engineering shall assist to provide the services to update and validate the water model. The existing model was prepared by BCI in 2012. It served as the basis for the 10-year Capital Plan Update. There have been major improvements made to the system since 2012 and along with that, there have been significant changes in the water use patterns. FC Cincinnati Training Facility is the most notable. The model shall also consider potential changes in the water use patterns in the system due to developments. Additionally, the model update will be a component of the City's updated asset management as required by OEPA. The update will become an integral component of the 10-year water improvements plan.

The topographic survey of the tank site was completed as part of the Wallace Avenue Water Supply and Discharge Line project.

CTL Engineering, Inc. will provide the soil borings and geotechnical recommendations. Dixon Engineering shall provide the shop, welding, and coating inspections of the water tank.

These services do not include a right-of-way survey, property survey, easements, nor Environmental Services. The City may want to consider a local surveyor for these services.

SCOPE OF WORK

The City of Milford, Ohio is seeking a highly qualified engineering firm to provide consultant municipal engineering services for the Wallace Avenue Water Tower project.

The City of Milford is requesting, at a minimum the following consulting services to be provided:

- Water Model Update
- Soil Borings
- Rock Coring
- Preliminary Design
- Final Design / Construction Documents
- Bidding and Contract Negotiations
- Construction Administration and Site Management
- Shop Inspections
- Welding Inspections
- Coating Inspections
- Grant Administration (Ohio Builds)

S & S Engineers, Inc. (S & S) will provide any other services required by the City of Milford for the implementation of the project.

Based on the defined scope of work above, S & S proposes the following compensation fee schedule:

- | | |
|--|-------------|
| 1. Surveying (Topographic and Boundary) | = \$ 5,000 |
| 2. Geotechnical Engineering Report and Recommendations | = \$ 10,000 |
| 3. Design Phase | |
| a. Preliminary Design and Water Model Update | = \$ 40,000 |
| b. Final Design (Construction Documents) | = \$ 60,000 |
| 4. EPA PTI Submittal | = \$ 5,000 |
| 5. Bidding and Negotiations | = \$ 5,000 |
| 6. Construction Administration | = \$ 30,000 |
| 7. Resident Inspection Services | = \$ 65,000 |
| Total Estimated Engineering Fee = \$220,000 | |



S & S Engineers, Inc.
RFQ for City of Milford
Engineering Services

New River Engineering, Inc.



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P.O. Box 9004
Gurnee, IL 60031-9004
TEL: (847) 689-3000
FAX: (847) 689-3001
TOLL FREE: 1-800-493-9876
F.E.I.N.: 52-2418852

INVOICE

| INVOICE NO. | PAGE NO. |
|--------------|----------|
| 985320 | 1 of 1 |
| CUSTOMER NO. | DATE |
| 517854 | 05/19/22 |

View online at: <http://usabluebook.billtrust.com>
Web Enrollment Token: KVF XKP GPT

BILL TO: 517854

SHIP TO: 1

MILFORD CITY OF
745 CENTER ST STE 200
MILFORD OH 45150-1313

MILFORD SEWAGE TREATMENT PLANT
100 BAY RD
MILFORD OH 45150
USA

Ordered by: 0012 DAVID WALKER

Attention: 0012 DAVID WALKER

| CUSTOMER P.O. NO. | | SHIP DATE | SLP | TERMS | TAX CODE | SALES ORDER NO. | W/H | FREIGHT | SHIP VIA | |
|-------------------|---|-----------|-----|---------|----------|-----------------|-----|----------|------------------|-----------|
| SM5638 | | 05/19/22 | CKA | NET 30 | OHEXEMPT | 350887 | 01 | PREPAID | FEDEXFRTPRIORITY | |
| USA STOCK NO. | DESCRIPTION | | | ORDERED | SHIPPED | BACKORDER | U/M | PRICE | PER | EXTENSION |
| 39935 | Motor freight contact is David Walker 513-831-6982. AS950 Refrigerated Sampler 2.5-Gallon(10L)Bottle 115VAC Reviewed the sampler's build code with the customer David Walker. The build code is good Casey Kalicki technical support | | | 1 | 1 | 0 | EA | 6,587.00 | EA | 6,587.00 |
| HACHSURCHA | Hach Surcharge | | | 1 | 1 | | EA | 790.44 | EA | 790.44 |

THANK YOU for your business!
1.5% MONTHLY FINANCE CHARGE
ON AMOUNTS 30 DAYS PAST DUE
Discounts Apply to Merchandise Only

| MERCHANDISE | MISCELLANEOUS | DISCOUNT | TAX | FREIGHT | TOTAL |
|-------------|---------------|----------|------|---------|----------|
| 6,587.00 | 790.44 | 0.00 | 0.00 | 176.23 | 7,553.67 |

Should it become necessary to refer your unpaid balance to a collection agency, a collection fee, not to exceed 25% of the balance referred; plus reasonable attorney's fees; and court costs when necessary, will be added to the balance due.

Please Detach and Return Bottom Portion to Ensure Proper Credit to Your Account

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****IMPORTANT****

Please include this customer #
on the face of your remittance check.

| INVOICE NO. | CUSTOMER NO. | DATE | TOTAL |
|-------------|--------------|----------|----------|
| 985320 | 517854 | 05/19/22 | 7,553.67 |

MILFORD CITY OF
745 CENTER ST STE 200
MILFORD OH 45150-1313

REMITTANCE ADDRESS

USABlueBook
P.O. Box 9004
Gurnee, IL 60031-9004



Influent sampler



Influent Sampler

RLA UTILITIES, LLC
389 S WAYNE AVENUE
CINCINNATI, OH 45215

Invoice: 42870

(513) 554-1453

Sold
to

MILFORD WATER DEPARTMENT
745 CENTER STREET, SUITE 200
MILFORD, OH 45150

Ship
to

MILFORD/ROAD REPAIR FOR WM
CONTRACT # _____ WO# _____
ROAD REPAIR FOR WATER MAIN
MILFORD, CLERMONT CO., OH

| <u>Account</u> | <u>P.O. Num</u> | <u>Ship Via</u> | <u>Ship Date</u> | <u>Terms</u> | <u>Invoice Date</u> | <u>Page</u> |
|----------------|-----------------|-----------------|------------------|--------------|---------------------|-------------|
| MILFORDW | _____ | | | Net 30 | 6/2/22 | 1 |

MILFORD ROAD REPAIR FOR WATER MAIN BREAK 05/27/2022
RLA JOB # 22-1816

| <u>Item</u> | <u>Quantity</u> | <u>Description</u> | <u>Unit Price</u> | <u>Extended Price</u> |
|-------------|-----------------|--------------------|-------------------|-----------------------|
| | 1 | LUMP SUM | 13,824.96 | 13,824.96 |

Subtotal 13,824.96

Total \$13,824.96

