

Minutes of a Meeting of  
SERVICES, UTILITIES AND EQUIPMENT REPLACEMENT COMMITTEE

held March 19, 2014

6:30 p.m.

Present: Councilman Paul Vincent, Chairman  
Councilman Dave Tadych  
Councilwoman Karen Lieske (arrived at 6:40 p.m.)

Also Present: Councilman Tom Henderson, Community Services Director Bock,  
Service Director Scott Thomas

Councilman Vincent called the meeting to order at 6:30 p.m. and thanked everyone for their attendance. He noted that the Town Hall Meeting will be held on Monday, March 31, 2014 at 7:30 p.m., and he wanted to discuss a few items with the committee before that time.

**Current and Upcoming Service Department Projects and Timelines**

Residents of Cahoon Road have spoken with Mr. Vincent about the number of projects in their area and the resulting dismantling of their tree lawns. Service Director Thomas responded that Columbia Gas Company will start restoration of tree lawns in May. Trax Construction, the Cahoon Road contractor, has scheduled restoration of tree lawns the first week in June.

Mr. Thomas added that with any project, final clean up and restoration is included in their contract with the city. Inspection is made by the city and the engineering consultant to be sure that the work is complete. Homeowners are reminded that they have to take on the watering process after the soil and seed are put into place.

Mr. Thomas will provide copies of the contracts that require the property restoration to Mr. Vincent for his review.

The sewer projects for this year are:

Walker/Nantucket Pump Station – CT Consultants has just released the specifications for this project. Engineering costs are estimated to be \$73,000.

Longbeach/Huntington Pump Station – This project involves new pumps, new wet well, and electrical work. CT Consultants will provide an estimate of engineering costs.

Pavement Projects have been budgeted by Council in the amount of \$525,000 for the year 2014. This includes Osborn Road, from Bassett Road to Cahoon Road, Wolf Road to Osborn, and Nagle Road to the Bradley Bridge. The alternates will be Cahoon Road, from Osborn, to the railroad tracks, (\$10,000).\* Columbia 75 feet, and sections of Wolf Road for joint repair. The

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Service Department crews will also be out doing their annual milling and filling in all areas that need attention.

- The County has indicated possible cooperation to pay for this portion of Cahoon Road to the railroad tracks, as well as some areas on Wolf Road.

The Transfer Station was budgeted at a total of \$293,000. This includes \$193,000 from insurance funds.

The Work Order Program for the Service Department is up and running successfully.

Mr. Thomas stated that Columbia Road is a county and state road. In July, a new program will begin by the County to request two years in advance, road improvements inside the city. Bay Village will apply for the extension of Wolf Road, Lake Road, and other county roads.

Mr. Tadych asked if sewers and gas lines will be put in on the area of Cahoon Road from Osborn to the railroad tracks. Service Director Thomas stated that there have been lateral lines across and part of the restoration by Trax Construction will be to restore that area to the original condition. They will fill in those areas that they have done the laterals across the road, but they are not going to do anything in the front yards from Osborn Road to the railroad tracks. If the road needs to be done, that is something that the city will have to review.

Fuel Management System – There is a potential cost for this system. Fuel costs for the Service Garage were \$175,000 in 2012, due to gasoline prices. The system will be computer accessed which will provide greater control.

Tree Replacement Program – A \$20,000 grant application was authorized for the removal of 77 trees on Wolf Road, including removal of the tree roots. The problem is that there was no money to restore and replace the trees.

Grant Writing Skills. – Service Department employees Curtis Krakowski and Jon Liskovic are being trained in grant writing skills, including their other duties.

The Ohio Environmental Protection Agency is receiving applications for a Surface Water Grant for which the city will submit by April 14 for \$130,000 for restoration of the parking lot at city hall, including water permeable pavers, green products, and levels of filtration for storm water drainage. The Ohio EPA is favorable to Cuyahoga County because of the proximity to Lake Erie and have funded Lakewood and North Olmsted. They like public access so that people can learn what kind of projects they are funding. CT Consultants contract with the city includes two grant writings per year, and they will write the application.

Five Year Programs for the Municipal Buildings, and for the Sewers will be submitted by the Service Department by July 1, 2014.

### **Services for Residents**

Mr. Vincent's thoughts are to include creative ways for residents to help other residents in the way of seeking employment, possibly through a networking program. Mrs. Lieske relayed information on existing employment networks at Bay Presbyterian Church, St. Raphael's Church, libraries, and the Employment Connection via the internet. To get started, possibly the city could include something on the home page of our web site to direct people to some of these resources. We could also offer at the Dwyer Memorial Center a resume writing workshop for residents.

Community Services Director Bock noted that the computers at the Dwyer Memorial Center are blocked for job search features, but interested residents could bring their lap tops and use the Wi-Fi at the Dwyer Center for a job search. Director Bock noted her success in matching people with potential employers through telephone contacts. Ms. Bock noted further that the unemployment rate for Bay Village residents is 1.9% compared to the national average of 8%.

Ms. Bock noted further that the Veterans Administration offers a number of services for veterans to become reemployed when they reenter the work force. Mrs. Lieske noted that three Bay Village residents are on the staff of the Veterans Administration and are a great resource for residents in Bay Village who are veterans seeking employment.

### **Grant Writing Discussion Continued**

Mr. Vincent stated that it is his understanding that it is up to the Directors of each department to find grants and submit applications. Mr. Scott stated that there is a service that looks for grants. They charge a fee of approximately \$2,500 per year to these professional companies who will notify you of the grants available. CT Consultants is obliged to file for two grants under their engineering consultant contract with the city. Mr. Vincent asked Mr. Thomas to find out what the fee of CT Consultants would be to include additional grant writing applications.

### **Dover Center Tennis Courts**

Mr. Thomas stated that when the weather breaks they will inspect the courts with the contractor and look at ways to fix the problems with the courts.

### **Sunset Area**

Mr. Thomas stated that there will be a meeting with CT Consultants on Friday, March 21, 2014 in the conference room of city hall at 9 a.m. regarding the Sunset Area.

### **Bradley Bay Construction**

Councilman Henderson asked if the sewers can handle the new construction. Mr. Thomas has the blueprints in his office and it appears that the plumbing company has many tie-

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ins that are their responsibility. Mr. Thomas is also meeting with CT Consultants because those prints were approved prior to Mr. Thomas's employment with Bay Village. He noted that he would like to be sure the system can handle the increased capacity. The builder will include a storm water retention area as part of the project. Mr. Tadych noted that the project was reviewed by the Planning Commission thoroughly three years ago.

Director Bock noted that contacts for yard work and snow removal services are included on the city's web site under the Community Services Department tab.

Meeting adjourned at 7:00 p.m.

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Paul Vincent, Chair

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Joan Kemper, Secretary