

FINANCE COMMITTEE MINUTES

OF JUNE 11, 2018

Municipal Council of the City of Vermilion
Municipal Complex, 685 Decatur Street, Vermilion, Ohio 44089

In Attendance: **Vermilion City Council:**
Steve Herron, President of Council; Monica Stark, Council at Large; John Gabriel, Ward One; Frank Loucka, Ward Two; Steve Holovacs, Ward Three; Barb Brady, Ward Four. Absent: Brian Holmes, Ward Five

Administration:
Jim Forthofer, Mayor; Chris Howard, City Engineer; Amy Hendricks, Finance Director

Call to Order: Frank Loucka, Vice Chairman, RESOLVED THAT this Finance Committee comprised of the committee of the whole does now come to order.

TOPIC ONE: **Highbridge Road Bridge Change Orders**

City Engineer Chris Howard made council aware there are change orders related to cost overruns for the Highbridge Road Bridge Project. Currently, they have costs associated with the existing waterline they found. There was some exploratory and modifications to the abutment which totals \$27,510. Additionally, there was some excavation embankment for unsuitable soil in the northeast corner of the project which totals \$25,600. The city is looking at around \$53,000 in change orders. Once the project is done they will have a final change order. He explained that Mosser Construction's portion of the project is for \$1.9 million and the City's portion is \$546,000. There is an ODOT cap of \$1.6 million, so anything over the ODOT cap is 100% local. There is no contingency on this project. B. Brady asked if these were anticipated change orders and C. Howard noted they were unforeseen change orders. He stated K.E. McCartney's contract price on the project was \$173,000, which is 100% local. S. Holovacs asked if these change orders need to be addressed at this time or at the time the project is completed and C. Howard said they will wait till the end to finalize all the change orders. He didn't want the city to be surprised at the end and this is why he is informing council at this time. S. Holovacs appreciated the engineer coming to council now so there is no surprise at the end.

B. Brady asked for an overview of the project itself and if the engineer was happy with how the project is moving forward. C. Howard said they did some repairs on the south end of the street due to driving conditions that were unsuitable. The project doesn't include any road repairs outside of the project limits, so they need to consider in the future how they will fix this road. There are no delays with the exception of the Centurylink pole that needs relocated. They are waiting on railroad permission before they can relocate the pole. They are pushing Centurylink to get the pole relocated quickly. He said Mosser Construction and K.E. McCartney are both doing great jobs. B. Brady asked if it's a normal engineering practice to look at the road repairs after the project is completed; shouldn't the road repairs be considered part of the project? C. Howard said it comes down to money and whether the city could afford to do it. He said this was a bridge funded project, so obviously it includes a lot of the roadway leading up to the bridge. B. Brady said it doesn't make sense to anticipate these costs after the fact. C. Howard said they want to approach ODOT and the MPO about reclassifying Highbridge Road to an arterial road so they could possibly get additional grant funding; right now Highbridge Road is classified as a local road.

Mayor Forthofer said last year council knew they were going to have a road that would need to be replaced after the project was done, but the city's financial situation was a lot different then and they had additional revenues coming in from the income tax forgiveness reduction. However, he has asked this item to be included on the July agenda of Streets, Buildings, and Grounds to discuss how they are going to fix this road after the project is done. He said Mosser has done a great job in responding to the city's request in rehabbing the road as much as possible during construction.

TOPIC TWO: Vermilion Road Phase II – Professional Services Proposal

C. Howard said the Vermilion Road Phase I Resurfacing Project is from Liberty Avenue to Brownhelm Station Road and ODOT came up with the scope of services a year ago for Phase II, which is from Brownhelm Station Road to Jerusalem. He explained the city has to have a consultant under contract for Phase II under ODOT's scope of services, which was supposed to have been done last year. Therefore, Bramhall Engineering is providing a proposal to the city based on the scope of design services which he will provide to council. He will include the actual scope of services from ODOT. The lump fee for the professional engineering and surveying services is \$76,400. He stated according to ODOT's scope of services, there is an environmental document that has to be approved in March of 2019; Stage 2 Plans have to be submitted by September 2, 2019, and final plans have to be submitted by October 1, 2019. This will be a 2020 construction project, but they need to go through the ODOT requirements. He has a quarterly meeting with ODOT next Tuesday regarding Vermilion Road Phase I and II, and the Safe Routes to School, so he would like to inform them that council is considering the design services proposal for Vermilion Road Phase II. G. Fisher asked the engineer if a motion was necessary to have legislation prepared to authorize the design services for Vermilion Road Phase II and C. Howard concurred.

S. Holovacs MOVED; S. Herron seconded to authorize the preparation of legislation for the design services for Vermilion Road Phase II as described by the city engineer. Roll Call Vote 6 YEAS. **MOTION CARRIED**.

M. Stark said she gets a lot of residents asking her about the Safe Routes to School project and wondered if the city engineer had any recent timelines he could share with council. C. Howard said they are shooting for 2019 as ODOT is on their second consultant for the project. They are trying to limit the right of way takes as there were concerns with the sidewalk being in a straight line on Sanford Street. They are trying to avoid this because there is an ODOT cap on what they will pay for this project and anything above that is 100% city responsibility. When they get into permanent and temporary right of way takes it gets very expensive and it could delay the project. The consultant is trying to eliminate the city's cost, so it may not be a straight sidewalk; it's going to jog around poles and certain driveways to help minimize the costs.

Mayor Forthofer said he was council's rep on the Safe Routes to School project and the project went into a dark hole but now it's back. As the city engineer suggested, they can still try to make it straight, but there has to be a compromise and his opinion is to get it as close as possible in making it relatively straight to get the project done already.

S. Holovacs asked the city engineer that at the time they get to the north end of Sanford can they revisit the cut of the street because from the middle of the school south; all the grades of the approaches of the driveways are relatively close, but the north end looks like they are going up a

hill. The excuse was that they were allowing for the Safe Routes to School, which he didn't understand. He asked if there was any way to blend some of the approaches with the sidewalks. C. Howard said they asked the consultant to re-topo Sanford Street because there were some areas where the curb was depressed when the road was paved, which created some grading issues. They will hold a public meeting and will share the information. He said they have to send an environmental letter out to all of the residents and they are waiting until they get better direction from the consultant on where the sidewalk is going to be.

B. Brady asked the Mayor if he would have all of the numbers included in his presentation at the Streets, Buildings & Grounds meeting in July. Mayor Forthofer said he asked to put the Highbridge Road repairs on the meeting agenda. B. Brady said they should look at all the projects and numbers on one spreadsheet to review. Mayor Forthofer said his intention was to just build awareness of what they have to do on Highbridge Road. He wasn't sure they were ready to get down to the actual numbers at this time.

S. Herron asked if the city needs to apply to ODOT to reclassify Highbridge Road as an arterial road. C. Howard said with the MPO the city can only get funding on arterial streets, so they are investigating this.

TOPIC THREE: Lorain Waterline Connection

C. Howard explained the city received an EPA mandate to drain the clearwells to have them inspected. In order to do this, they have to fix the water tower of which they are in the process of fixing. They need a water source during this downtime and the city has the Lorain waterline connection, but the issue they run into with this connection is that at night Lorain's pressure increases from their service and it will break a lot of Vermilion's lines on the east side. They want to install a pressure reducer valve to control this, so the pressure coming from Lorain isn't impacting the city's system. They started the process of looking at the installation of a pressure reducer valve which costs around \$46,000, but it's a permanent structure that will be there for the future. He advised council that he will firm up the numbers, but wanted to advise them that this is something the administration is looking into and is something that has to be done in order to meet the EPA mandates. He said this will be an underground metal structure that will be placed about 20 feet from the existing vault connection to the City of Lorain.

M. Stark asked how long the project will take once they get the go ahead. C. Howard said if the project is under \$50,000 then they don't have to go out to bid, so this will expedite the process. He believes it is 12 weeks to get the structure. The city will dig the hole and have it ready to go and they can then coordinate the installation of the structure. M. Stark asked if this falls within the EPA timeline and C. Howard thought it was October when the city has to have the clearwells inspected. M. Stark asked how they would pay for this structure and A. Hendricks said that since it's an EPA mandate those funds qualify by using the EPA fund.

S. Holovac thanked the engineer for advising council on this issue. He thought this would be a cheap venture for the city because in the past they have repaired a lot of different areas to just get city through a little window by purchasing water from Lorain. S. Herron agreed and appreciated the early warning. F. Loucka asked where this structure will be located and C. Howard said it will right on Liberty Avenue. F. Loucka asked what the pressures were at and C. Howard thought about 80 and the concern is that some of the lines can only handle up to maybe 50. J. Gabriel said when they first hooked up to the Lorain waterline to alleviate water pressure

problems down at Woodside, they had terrible problems with pressure issues and there is an assortment of sizes on the main line. He sees this as something that is heavily needed.

B. Brady asked if they would be providing water to the entire city from this source or are they shutting it off at the river. It was mentioned that it will be water provided to the entire city.

After no further discussion came before the committee, Vice Chairman Loucka adjourned the meeting.

Next Meeting: June 16, 2018 @ 7:00 p.m.

Gwen Fisher Certified Municipal Clerk