



Utilities Commission

January 26, 2021

Special Meeting

Minutes

8:30 AM

CALL TO ORDER

Attendee Name	Title	Status	Arrived
Brian Ball	City Engineer	Present	
Richard Dzik	Safety Service Director	Present	
Mathias Orndorf	Director of Public Utilities	Present	
Keith Burley	Alternate Member	Present	
Elizabeth Doolittle		Present	

Others in attendance: Tammy Woods, City Council; Lindsay Hoar, Recording Secretary; Emily McKinley; Matt Starr, Mayor

MINUTES APPROVAL

- Utilities Commission - Commission Meeting - Jan 5, 2021 8:30 AM

Postponed until February 2, 2021 meeting.

PROJECT UPDATES

Mr. Orndorf asked for input on the rate increase. As I read it, that is the amount that we want to raise across the board. It says in the ordinance that was approved last night, all classes of users are going to have that increase per each hundred cubic feet of water. I wanted to make sure that's the intent of what everybody meant before I start doing the figures for the rest of the rate codes because normally there's 140%. I need to make sure what you guys wanted is what I'm going to try to do.

Ms. Woods asked Mr. Orndorf who he is thinking may be effected that maybe we weren't thinking about.

Mr. Orndorf said if there was an increase of 15% on the in city users then normally what happens is you figure the in city user rate and times that by the 140% to get the outside city user city rate. I don't think that's what you had in mind. That's not what I had in mind when we did this

increase. I just want to make sure.

Ms. Woods asked why he didn't have that in mind. Why would the out of city users pay less? I realize they're paying 140%

Mr. Orndorf said they're already paying more right now.

Ms. Doolittle said now they'll be paying 15% more than what they were previously paying.

Mr. Orndorf said they'd pay less than 15%.

Mr. Dzik said we did not pass a percent we passed a dollar amount.

Mr. Orndorf agreed and said that's why he's asking this question.

Mr. Dzik said Clinton Township gets an extra \$0.74 per hundred cubic feet. What they pay us for wastewater is going to be \$0.74 per hundred cubic feet more, how that affects their Clinton Township rate I don't have a problem with that.

Mr. Orndorf said this does not affect Clinton Township. Clinton Township rate is a set fee that they determine. This is for outside of city users. Normally how their amount is figured is you take the in city rate and then that is multiplied by 140% in order to come up with their new rate. So instead of being \$0.74 it's going to be 140% of \$0.74.

Ms. Woods said she believes council understood that. We are aware that people outside the city are paying a higher percentage of the approved rate.

Mr Ball said he and Mr. Scott went through the computer model. The computer model was based on the in city rate and the multiplier for the outside of city. The numbers we presented to everyone were based on the all users class with all those multipliers. We actually went back through and checked that the model is running those correctly. That's what the output of all of Emily's spreadsheets are based on.

900 Westgate Community Water System

Mr. Ball said we put an application in to OPWC. We need to get with the state folks on that. Normally the OPWC is run through the county office of Newark. Right now the OPWC's being operated out of Delaware County. They haven't run OPWC for ten years or so. The comment was made by our reviewer that the Westgate project does not qualify for OPWC because it's not currently a public water system. It's possible the application will be disqualified. The argument we have put back is that for the Buckeye addition, the water system is currently not a public water system because people have a well in their backyard. OPWC does allow for new construction. We put the Westgate and the Buckeye addition in under the new construction category, which loses a lot of points but it's something new. We have no intention of taking over one linear inch of the Westgate water system. That's something we're working through. I probably won't know any more on that for a couple of

weeks.

Mr. Burley asked where we are with the agreement on the engineering costs.

Mr. Ball said Mr. Broeren has been overrun. The Giles Law Firm is looking for a standard for that. We should be getting closer on getting an agreement. Mr. Broeren is also working on additional updates to tighten up our rules & regulations for the ability to charge interest and loan money in this kind of case.

Mr. Dzik emailed Mr. Broeren to make sure he'd be ready for our next meeting in a week. Mr. Broeren is still doing the research. Though there is nothing explicit in the ORC that grants us the authority, council can grant the utility the authority to extend credit. Mr. Broeren is hoping that he may find that when they authorize the Westgate application that by extension they granted the authority, he's not sure on that yet.

Mr. Burley asked if the engineering is done on Westgate.

Mr. Ball said no, we submitted the project based on preliminary engineering. I've told ADR & Associates out of Newark to proceed with the engineering but not to make haste. They are plugging away at it. Mr. Ball told ADR & Associates to put our project down if they have a customer call. That keeps our cost down. At some point we have to fix this, it's going to be a longer process but we're glad we started.

North Sandusky Street

Mr. Ball said the waterline construction had a shotgun start the second week of January. They are making really good progress. Mr. Ball is getting good feedback on the quality of the work and diligence. That seems to be going pretty well. This project includes connection of one person with sanitary sewer. It's a complicated connection so they've asked us to take a second look at it. The Phase II part, we did receive approval to make application to the Community Development Block Grant. The Phase II is heavy sanitary. It's about 19 homes in the Stump/North View that would be connected to sanitary sewer. Upon individual income qualifying, we would actually be able to run the sanitary lateral to the house on private property. That part would be 100% paid for with the Community Development Block Grant. There's actually a special set aside for the income qualified folks to be connected. That's pretty exciting. We got the go-ahead, we did the letter of intent, we passed the first hurdle. We would be making application. If the application's successful we would have permission to proceed sometime around September. Mr. Ball thinks that works really well because we're going to have the ODOT project kicking off sometime this summer. Realistically that puts the sanitary part of that project and some additional water for a next summer construction. There was some sanitary money for a part of the match that we have to come up with and we can move that into '22, that helps our budget situation a little bit. Plus, we can't have two large construction projects going on simultaneously.

New Gambier Reservoir Project

Mr. Ball said we had a pretty competitive bidding situation. We had a lot of interested parties. Only two of them actually put bids in. Our folks with Dirt Dawg that are working on North Sandusky Street have come in very interested. They took multiple tours of the facility and they were extremely close to our engineer's estimate. There was a couple line items

where they were over \$40,000.00 above on one and another line item they were \$40,000.00 below. We do need to work on a check for understanding of the project. We feel pretty comfortable about their understanding of the project.

Mr. Orndorf said we'll have more talks with them when we have a sit down meeting. Mr. Griffith and Mr. Orndorf have been out to Owens Corning and set up a pressure logger out there. We are getting pressure readings every minute out there. We will download those the end of this week or the end of next week. At some point we want to set a pressure logger towards the center of town and try to correlate those times that that pressure surged and came through and possibly caused those two breaks. We're trying to figure out exactly what caused it and see if we can isolate where it came from.

Mayor Starr wants to make sure that we're playing offense this one. Make sure we're keeping the public well informed well ahead of time and letting them know what our plans are. Taking a constant informational/educational approach to the public is going to be critical.

Mr. Orndorf agreed. When they were out and talked to Owens Corning, they requested us not to do another test of that until after the first week of March. They will be set up with some extra water and hoses that they can take care of the issues out there if we would have them again.

Mr. Burley asked what their issue was.

Mr. Orndorf said if they lose pressure they have to shut down. It costs them money. If they lose all water it costs them a lot of money. That was a protected process out there.

Mr. Ball said they're an extremely critical user and we have to make sure that they're properly supported. The other thing we may have to look into that's not in the bid would be setting up some temporary tanks at the New Gambier Road Reservoir to act as a capacitor for the pump station. We need to see how the pressure data is coming out and look into the operation of that. It's something we may add to the project to try to reduce any shocks or possibility of cavitating those pumps on New Gambier Road.

Mr. Orndorf said Mr. Henthorn (Plant Maintenance Mechanic), Mr. Orndorf and Mr. Griffith have been working on trying to figure out some ideas to make that happen just on our part so it wouldn't give them an increase in cost. We've been looking at a tank and we're trying to figure out how to hook it in.

Mr. Ball said hopefully we could run another test with these tanks before we get started. The thing we have got to think about is if we need to shorten the performance period on the contractor that's something they need to know before we get in there and order parts. Some of this stuff is pretty critical to say how long do they have to actually do the project. That's a question we don't have an answer to at this point.

Mr. Burley asked if it is still a two-part project.

Mr. Ball said yes, we removed a significant amount of work from the bid documents. What we have is an EPA letter saying this is the list of things that needs fixed. It's not an order it's a here's a list of things that need fixed. We will not get all of those checked off with this project.

Mr. Orndorf said as long as we're making headway on that list, they will probably not put us in violation situation or compliance. That's why we need to continue to move forward on this.

Mr. Ball said at the end of project that we've bid we would be able to take half of the tank out of service and we would have an extended period of time to do inside tank maintenance. The bidders wanted to know exactly how much inside concrete work was going to be done. What we did in the last bid is we just said that they need to repair 5% of the surface area of the tank inside. They felt that that was too nebulous because they didn't know if they need scaffolding and how deep the repairs were going to be. We were inundated with questions and without making an inside inspection we were just guessing. On this scale of a project, none of the bidders felt comfortable going in there without the ability to really know what happened. Now we'll be able to isolate half of the tank for an extended period of time and make those internal repairs. We will be getting the screens and the lids. We'll be checking off a good portion of the issues, probably more than half. We've been working the savings account. We did not expend all the money on this bid so we're still building that savings account, that will continue to build. We can have this money available for phase II.

Parrot Street Extension

Mr. Ball said he's been working with Mr. Gottke to try and envision a way to build this sanitary extension with Jobs Ohio funding. The problem we have is Mr. Ball met with Mike Hajjar and Mr. Hajjar was going to put a restaurant type business in but he already has rented his facility. What used to be Connelly's, part of that building is empty and is for rent. To get a Jobs Ohio we'd have to identify five or six permanent jobs and that's where we're struggling a little bit. This may be a project that we can consider for a different type of funding besides Jobs Ohio. This gets us a good number of customers but I do not think we will be able to pay cash for this. We've got this one tabled until we can come up with a good grant application. The plans are at 99%, there's a little bit of a detail to work out but we'll get the plans finished and we can brainstorm funding sources. We have the new thing the governor has with this new water program. That seems to be focused around Lake Erie right now.

Buckeye Addition

Mr. Ball said preliminary he does not think it'll get funded by OPWC. The water projects are less competitive compared to road projects. It's possible but he doubts it. Katie in the Engineer's office is putting together a letter to the neighborhood with a postcard. The postcard will ask each perspective person if they would like to connect to city water or not. Mr. Ball feels like council wants us to make very certain that we're giving people something they want. That's where Mr. Orndorf and Mr. Ball pumped the breaks a little bit on this just to make sure we have a clearer understanding of who wants water and who doesn't. The other thing, Columbia Gas is out there destroying the neighborhood and we need to let them finish before we start a project out there.

North McKinley Street Extension

Mr. Ball said Mr. Palmer and son are out there working right now. The directional bore for sanitary sewer is already installed and they're working on hooking that up. We got a price to go ahead and do a directional bore to add water service and have a stub line while his crew is

there. Our plan was to go ahead and do a small purchase with him to stub a water main. The houses that are along the creek, which is Curtis Run, have water because each person has a water line that's been put underneath the creek. Those are small, galvanized lines. If we did the water extension we would actually have a fire hydrant on the other side of the creek and proper water service. We're just going to put in a stub line, it'll be bulk headed on both ends and then we'll come back. There is an old galvanized supply line that connects to Pleasant Street; we'd like to get that replaced before we pave Pleasant Street. Pleasant Street's one of the ones we're possibly going to pave this year.

Oak Street and Catherine Street

Mr. Ball gave the Mount Vernon Nazarene University student a lot of credit. He helped immensely in getting us over \$400,000.00 of critical infrastructure money from the Community Development Block Grant. The project is out to bid. Contractors are asking a lot questions. We have a lot of local/regional interest. We're trying to get those questions answered and get really good pricing. We will need a public meeting; we're going to need fliers and door hangers because these are extremely narrow streets. We're going to have to remove the street and all of our utilities and replace it so people are going to have to walk a block and a half or so to get to their cars during the major phase of construction. The way we've handled it in the past is once we have the contract awarded, we'll have a public meeting with the contractor, introduce the field staff and owner of the company. We will give them Mr. Ball's staff phone numbers, their staff member's phone numbers. This is one that needs that care and attention. We're going to remove everything that's a public facility from their house at one point or another during the project.

Ms. Woods asked how long this will last.

Mr. Ball answered that Pleasant Street was about 3 or 4 months but this is double Pleasant Street. We will probably do it two blocks at a time depending on what the contractor's proposal is. It'll be going on most of the summer.

Ms. Doolittle asked if as they close things off would other portions of the street be open. So that two blocks will be the only two blocks.

Mr. Ball said on Pleasant Street they took the western block down, dug everything up, the eastern block was open. Then as the utility work finished on the west side they moved to the east to do utility work and then the road crew came in, put the road bed in and put the bricks in. It was a linear project. There were no complaints about Pleasant Street.

Ms. Doolittle asked if the roads in this project are in similar conditions as Pleasant Street.

Mr. Ball replied that with this project the roads are probably worse. It ponds over 8" of water next to the cross walk. A gentleman called Mr. Ball and said he stepped on the curb, it broke and he fell down. The curb broke in half under his feet and he fell down. We need to thank the tree commission because we had some very large trees that they've been working on for three years to get them removed to offset the cost for this project. The gas company has relocated all of their gas lines. This is one that as soon as we get the bids within a week we hope we can award the contract and start the process.

Clinton Road

Mr. Ball said we are going to have to prioritize the waterline replacement. What Mr. Ball's proposal is to this group - the waterline that feeds the neighborhood has passed its useful life by a lot. Our plan is to go back to Northridge Drive, there is a 'T' and we would install brand new waterlines along Old Mansfield Road to Clinton Road as a phase I water project. Then we have the phase I of the sanitary sewer is designed and ready to go out to bid between Fearn and Clinton, the back area. Mr. Ball said he and Mr. Orndorf need to think about when the money is going to be available because the budget is the entire calendar year, including all the income. With this heavy spending up front on the wastewater plant, we need to do this project. Ideally, because we're working in people's backyards, we would do the project in the fall when it's dry. We need to keep a close eye on our monthly sheets on the income and figure out when we'll have enough money to launch the project. Mr. Ball is thinking on this one we would bid the phase I sometime like late spring with a construction start for some time in the fall when it's dry. EMH & T is designing a proposed bike trail that would be going from the Dan Emmett School north to Grange Avenue. They're going to be doing survey work along Old Mansfield to design the bike trail, I've asked them to put together a proposal to design the waterline because the bike trail is going to result in the replacement of nearly all of the stormwater facilities. On the east side of the road we would get some economy of scale to hire them to design the replacement waterline on the west side of the road.

Mr. Burley asked if the current waterline has leak problems.

Mr. Ball replied yes. It is a cast iron and does not have the concrete liner. It's super cheap and it blows chunks out on a regular basis.

Mr. Orndorf said this is the waterline that made the Water Department buy somebody a new basement on the one side.

Mr. Ball said that was before he even worked here. We've been kicking this down the road but it's time. The master plan included running new waterline all along Fairgrounds Road to tie Route 3 to Mansfield Avenue, that's a huge expense. This is the only waterline that feeds this neighborhood so it's going to be tricky to change this thing out. If there's no objections I don't know if you actually want to vote on hiring EMH & T. Looked to Mr. Dzik for guidance on that.

Mr. Dzik is okay with it.

Mr. Ball said they did a request for technical qualifications for this project and Mr. Ball's intent is to hire two or three different firms for the different aspects because some firms are a little better at other things. EMH & T has done a really good job on the waterline work recently with Eastmoor and some other things. They've been very responsive.

- Motion to Hire EMH & T to Design a New Mansfield Avenue/Old Mansfield Road Waterline From Approximately Northridge Drive to Grange Avenue

Mr. Burley was excused from voting due to Ms. Doolittle being present.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Brian Ball, City Engineer
SECONDER:	Mathias Orndorf, Director of Public Utilities
AYES:	Ball, Dzik, Orndorf, Doolittle
EXCUSED:	Burley

- Motion to Hire Civil and Environmental Consultants to Develop the EPA Facility Plan That is Required for the Revolving Loan Program

Mr. Burley is excused from voting due to Ms. Doolittle being present.

Mr. Dzik suggests that Mr. Ball run through what we want to do with Wastewater this year.

Ms. Woods said she thinks it'd be best to go through what the steps will be on the rate increase since it passed last night. Obviously, we've got to get a loan which will be Terry's area. What are the next steps and what should the public be expecting for what they're going to be paying.

Mr. Ball said our folks with Civil and Environmental Consultants came up from Bridgeport, WV. The whole staff that's working on the project went in the digester. They took a bunch of pictures, a bunch of measurements, did an assessment of the concrete and the steel - all of the components of the digester #2. They came out happier than Mr. Ball expected. They said that the concrete structure is in amazingly good condition. They are back in their office today working on updating the plant. Two things they're going to do for us - to get to 0% EPA money we have to do a facility plan. We're going to hire them to do that technical document that is required before we can apply for the 0% EPA loan. I don't think it's a huge cost. For them it might be a few thousand dollars to make this document that EPA requires. We'll proceed with the design. They did an evaluation on the heat exchangers. My understanding was that Jason and everyone kind of agreed these heat exchangers have reached end of life. They manufacturer has been out of business for several decades and there's no parts. The new ones would be a lot more efficient. We're going to add a heat exchanger anyway. We'll have those detailed plans. I'd say they're probably at least a month out before we would have a 80% set of drawings ready for everybody to review for the phase I effort on the Wastewater digester part. We also met with suppliers on some options for the phosphorus treatment. My understanding from the suppliers, they're going to get us some different options. We've discussed doing a second tour of these are places that already have these machines working where we can interview operators and managers before we make any decisions. That's the next step. For council, once we get down the EPA paperwork road there will be a point where we have to put in front of council the process to borrow the money from the EPA. We haven't done that side of EPA work recently. We'll all learn that together.

Ms. Woods is glad that we talked about that because you said there's something that you need the Utilities Commission to approve.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Brian Ball, City Engineer
SECONDER: Richard Dzik, Safety Service Director
AYES: Ball, Dzik, Orndorf, Doolittle
EXCUSED: Burley

- Motion to Hire Jones & Henry Engineering Limited to Create Standard Specifications for In Place Pipe Lining Systems for Wastewater and Stormwater

Mr. Burley is excused from voting due to Ms. Doolittle being present.

Mr. Dzik asked what else we have planned on Wastewater this year.

Mr. Ball would like to make a motion to hire Jones & Henry Engineers Limited to develop standard drawings for wastewater and stormwater pipe liners.

Mr. Dzik asked what the price range is on these approvals. We're not talking about hundreds of thousands here.

Mr. Ball said the proposal is \$25,000.00, which would be split between Wastewater and Stormwater. The standard methods we're looking at we have a lot of stormwater facilities that are nearing collapse, these lining systems could be used in utility so we're going to split those costs. The City's done a good bit of lining as you can tell by we're still paying a debt on a couple of those projects but the technology has far surpassed our standard specs from 2014. Those specs are completely obsolete. The thought was we'll get a standard set of specs that we can use for our portfolio of pipes. What we have found is you'll get someone who has a patented and they want to help you write your specifications so that then you can only use their patented process. Our meeting with Jones & Henry is we want to do a literature search and look at the reasonable options that are well proven and try to write a set of specs that create some competition so that we're not excluding a reasonable option and we're not excluding bidders. The trade show folks always say if you use their specs, you can only use their product. Their product may be the best but it also may be five times more expensive than a reasonable alternative that's going to get us an extra hundred years.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Brian Ball, City Engineer
SECONDER: Mathias Orndorf, Director of Public Utilities
AYES: Ball, Dzik, Orndorf, Doolittle
EXCUSED: Burley

- Motion to Hire Palmer & Sons to Construct the Waterline from the OSU Extension Office to Pittsburgh Avenue in the Area of Buckingham Electric's New Property

Mr. Burley is excused from voting due to Ms. Doolittle being present.

Mr. Ball said the Buckingham Electric needs water by February 15th. We have done a quick bid to do part of that waterline. We designed the waterline from the Extension Office to Seventh Street at Pittsburgh. We asked three contractors for proposals. We have Palmer & Sons at the low bid at \$19,950.00 and we would buy the pipeline. We were going to proceed to construct that. The other thing that is important in the budget is the Schnormeier Event Center needs a fire line and that's something we should put on the agenda and discuss because we don't normally build fire lines. That's normally the developers responsibility. We have gone ahead, we have identified four local contractors and we've gone ahead and given them the set of plans to price that so that hopefully by our next meeting I'd be able to tell you what the numbers are for the City using our waterline supply contract and then hiring a local contractor.

Mr. Dzik asked if there are any other potential customers to hook up to that.

Mr. Ball said Buckingham owns two properties, one of which is under construction and the other is the M & M Trucking. M & M Trucking can't drink the water, they have bottled water in the facility. Mr. Buckingham's intent is to hook both facilities. The new building would be a 5/8 meter so it'll be a basic customer. He hasn't made the decision on the M & M Trucking. As we go down Pittsburgh Avenue, we already have permits filled out. The Foundation Park has a new facility, they've pulled a permit. One other of the folks has turned in a permit. Of the row of folks on Pittsburg after the curve there are five immediate potential customers. I believe three of them have turned in a permit or given a verbal yes. There are several folks right around the 6th and 7th that have developable land that have asked for water. I don't know if they still own it.

Mr. Ball said we put CC under contract to start working on the phase II which would be a loop around 6th and 7th and then 7th Street to Harcourt Road. We've got them out there doing survey work.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Brian Ball, City Engineer
SECONDER:	Richard Dzik, Safety Service Director
AYES:	Ball, Dzik, Orndorf, Doolittle
EXCUSED:	Burley

ADJOURN

- Adjourn Motion

Mr. Dzik made a motion to adjourn the meeting, Mr. Ball, second and the meeting was adjourned at 9:35 a.m.

RESULT:	ADJOURNED ES MOTION [UNANIMOUS]
MOVER:	Richard Dzik, Safety Service Director
SECONDER:	Brian Ball, City Engineer
AYES:	Ball, Dzik, Orndorf, Doolittle
EXCUSED:	Burley

Rick Dzik, Chairman

Lindsay Hoar, Recording Secretary