

**MINUTES
LEGISLATIVE CAUCUS**

7:37 p.m.

February 5, 2008

Pursuant to Codified Ordinance Section 111.01 (17) and ORC Section 121.22, notice of the following meeting was given on February 1, 2008.

Council Present: Mr. Ranally, Mr. Harrold, Mrs. Manning, Mr. Carr, Mr. Fiala, Mr. Black, Mr. Woodin

Others: Law Director Wiles, City Engineer Sayles, Service Director Tomaselli, Fire Chief Zwegat, Police Chief Straube, Chief Building and Zoning Inspector Smith, Parks and Recreation Director Katz, Community Development Manager Lipscomb, WPCC Supt. Gorke, News Herald Reporter Butz, Clerk Radebaugh

NEW BUSINESS

RESOLUTION NO. 2008-10

A Resolution authorizing the Mayor to enter into a Sponsorship Agreement with the Metro Parks Serving Summit County to provide for Water Resources Restoration Program funding assistance through the Water Pollution Control Loan Fund to qualify the City of Willoughby for an interest rate discount for the River Street Sanitary Sewer Project, and declaring an emergency.

RESOLUTION NO. 2008-11

A Resolution to comply with the rules and regulations of the WPCLF Loan Fund and the Ohio Environmental Protection Agency, and declaring an emergency.

RESOLUTION NO. 2008-12

A Resolution authorizing the Mayor to file a loan application and enter into a loan agreement with the Ohio Environmental Protection Agency, Division of Environmental and Financial Assistance, and the Ohio Water Development Authority through the Water Pollution Control Loan Fund for an amount not to exceed \$2,320,792.89, necessary for the construction of the River Street Sanitary Sewer Project, and declaring an emergency.

Law Director Wiles explained that the city will be doing a sanitary sewer project on River Street. Finance Director Rogowski has been informed that the City of Willoughby would be eligible for a low interest loan from the EPA if they enter into an agreement with the Metro Parks in Summit County to help sponsor one of their projects. The city would save approximately \$21,000 on an \$865,000 loan and would incur no liability in sponsoring this project.

Mr. Carr asked about the \$2,320,792.89 figure in Resolution No. 2008-12. Mr. Sayles explained that this is the amount the city is borrowing for the cost of the city's sanitary sewer project. Up to \$1,000,000 is for the Metro Parks project.

Mr. Sayles explained the general area of the project at the request of Councilman Carr.

RESOLUTION NO. 2008-13

A Resolution approving Change Order No. 1-Final in the 2007 Pavement Repair Program Contract with Karvo Paving Company, and declaring an emergency.

Mr. Sayles explained that this change order is for the final quantity adjustments which amount to a deduct in the final cost. This money goes back into the Road Program. Mr. Tomaselli said that some of this money will be used to start engineering for the road program this year.

RESOLUTION NO. 2008-14

A Resolution authorizing the Director of Public Service to request informal proposals for the furnishing of natural gas and related services for the City of Willoughby's public buildings for a period of two (2) years with an option of a two- (2-) year renewal.

Mr. Tomaselli said the city went out for bids for natural gas last year and contracted with Hess Energy. Hess is in their second year of the contract. The city needs to go out for bids for a supplier for 2009 and 2010.

RESOLUTION NO. 2008-15

A Resolution accepting the gift of a 1993 Chevrolet Lumina from Timothy Balogh.

Chief Straube explained that this car is part of the settlement of a case which they need to document. This car will eventually be auctioned off.

RESOLUTION NO. 2008-16

A Resolution declaring certain vehicles owned by the City of Willoughby as surplus and authorizing the sale thereof.

Mr. Tomaselli explained that these are the police cars that were replaced during the year.

RESOLUTION NO. 2008-17

A Resolution authorizing an expenditure in an amount not to exceed \$14,000 for replacement of the Sewage Sludge Incinerator System's Continuous Emissions Monitoring System's Total Hydrocarbon Analyzer at the Willoughby-Eastlake Water Pollution Control Center, and declaring an emergency.

Mr. Gorka said the replacement of this item has been on the agenda of the WPCC for about three years. This has been discussed with Eastlake and the \$14,000 will come out of the Replacement Fund.

RESOLUTION NO. 2008-18

A Resolution authorizing the Mayor to enter into a contract with Ohio Paving & Construction Co. in the amount of \$368,611.66 (base bid & alternate bid) for the Lost Nation Municipal Golf Course Bridges and Parking Lot Improvement Project; ratifying and confirming the actions of the City Engineer, Director of Parks & Recreation, and Director of Public Service; and declaring an emergency.

Mr. Wiles explained that there are three different projects at the Golf Course. Contracts for two of the projects were authorized at the last meeting. Inadvertently, legislation was not done to authorize the engineer to spec and bid for the bridges and the parking lot, but this project was included in the bid packets and the advertising. Mr. Wiles said the city can ratify the advertising and other actions because the administrative function did not affect anything. There were sixteen bidders for the bridge project along with paving of the parking lot. Ohio Paving was the lowest bidder by \$11,000.

Councilman Carr asked Mr. Sayles some procedural questions regarding the base bid and the alternate bid being awarded to the same person. He also commented on the wide variance in pricing in the subcategories. He said that if just the low numbers were added up, the total bid would be 25% lower. Mr. Sayles said that it is CT's experience that if there are multiple contracts on the same job, the initial bids may look lower, but the city would be paying the engineer or a construction manager to manage the project.

RESOLUTION NO. 2008-19

A Resolution authorizing the Mayor to enter into a contract with Industrial Energy Systems in the amount of \$60,495 for the Willoughby Police Department Roof Replacement Project, and declaring an emergency.

Mr. Tomaselli said that Industrial Energy is the second lowest bidder. The first lowest bidder did not submit a form that was vital to the bid.

RESOLUTION NO. 2008-20

A Resolution approving EAS#1-1-08 for construction of a building which will consist of five (5) units; said building to be located on Sublot No. 3, Willoughby Parkway

The Committee recommended approval tonight.

The Legislative Caucus meeting adjourned at 8:00 p.m.

Date approved _____

Jerry Ranally, Chairman

Clerk of Council