

## **Street Committee – January 12, 2024**

Attendees: Chris Bell, Mark Porter, Bill Koons, Tim Alder, Eric Heibach

The meeting was called to order at 7:30 a.m.

TA reported that there are a few accidents annually traveling west at the curve on Bell leading to Ashleigh. He contacted the county to see who has the responsibility to improve signage, since a warning sign would likely need to be placed within Newbury limits.

TA looked into a \$75k grant for the salt dome. The Ohio EPA said our need did not qualify. In addition to the 2,000-ton dome, TA will look into a 1,500-ton dome to have estimate comparisons.

TA is working on getting 2024 quotes for drainage work on Chillicothe, Fairview, and the north side of South Russell Park. The ground was too soft to begin any work in late 2023.

EH and Ta will be going to 500 Manorbrook to see if they can modify the grate in an effort to help with drainage.

TA asked the committee to purchase 15 more ground mats for the cemetery and other projects. The cost would be \$2,850, which is 25% cheaper than the last time we purchased mats. After discussion, the committee agreed and suggested that it comes out of the Cemetery Fund.

TA is working on getting quotes for a new 1-ton truck. So far he has received one quote.

EH is working to finalize the new PCI ratings so the committee can make a recommendation for the 2024 roads program. TA noted that, in his opinion, the roads most in need are Reserve, Hazelwood, Southwyck, and Countryside.

BK noted that we need to plant 16 twelve-foot trees at Manorbrook as part of the stormwater project. TA will get quotes on having a third party do this work.

BK noted that the sewage pipe broke at 83 Bishop. It appears that it was close to the home, therefore the homeowner's responsibility.

BK reported a stormwater issue in the backyard of wither 131 or 135 Southwyck. The Village's pipe drains into their backyard.

TA noted that with the increased prices for the park restroom, he is looking into the Village building the restroom itself by utilizing a few contractors. This may be a more cost-effective route.

BK reported that the Safety Committee will recommend crosswalk installation at Gurney and the park.

BK spoke with Ed May at NOACCA. He noted that the funds awarded for a bike lane on Bell Road east are not restricted. BK noted that these funds may provide an opportunity for a pathway on Bell from the CF border to the park.

The meeting adjourned at 8:30 a.m.

**Joint Finance and Streets Committee Meeting**  
**January 19, 2024, 7:30 a.m.**

Present: Porter (Streets), Berger (Finance), Galicki (Finance), Canton, Mayor, Streets  
Commissioner Alder, Fiscal Officer Romanowski, Engineer Haibach

Berger called the meeting to order at 7:30 a.m. The topic of the meeting was the salt dome and its replacement. Berger provided the following policy statement: from a snowplow perspective in South Russell, clean roads. The Street Commissioner thought this was an unwritten thing. Berger said in defining the policy, the Village uses more salt than neighboring communities on a per mile basis. The Street Commissioner said that they use more than Russell but not Chagrin or Bainbridge. Berger clarified that the statement was saying the Village wants the roads as safe as possible for residents. The Street Commissioner concurred. Berger concluded that the Village may have more equipment than it needs and may have more salt than it needs and as a result a bigger place to store it than the Village needs. But this is the Village's commitment to its residents. Berger said that if the Village is going to have this policy and needs all the equipment to make it happen, then it needs to store salt in such quantities to ensure it can implement the policy. Porter felt the Village is committed to this policy. The Village has not used as much salt in recent years, but that does not mean that it will not go back to what was previously needed. Long term, the Village wants to have a resolution about what the storage facility will need to be. The current one needs to be replaced because the foundation is questionable, and the options considered to repair the building would be higher than building a new one. The Engineer concurred. Porter continued that what needs to be determined is the size of the salt dome, the costs that will be incurred, and the source of the money.

The Mayor thought there was an effort that would continue by the State of Ohio and Ohio Environmental Protection Agency (OEPA) to reduce the amount of salt used by municipalities. He thought the Village should look into ways it can reduce the amount of salt. The Mayor added that he thought the discussion should include design, whether to include tarp or roof and the associated costs. He brought up the Orange Village salt dome that has a truss roof with wings. He thought it was dumb to have three or four vehicles sitting out in the winter.

Berger said the second component of the issue is the constraints that the State puts on the Village for purchasing salt. The Village pays the lowest price in the State for salt, but the terms dictate that the Village commits to a quantity and the shipment period is January to March. The salt providers will store the salt for the Village, but not well. The Street Commissioner advised that the Village has committed to 1,000 tons of salt for 2024. Currently, there is a little more than half in the salt dome. Berger concluded that the salt will be delivered between now and the end of March and that the salt dome will be full. The Street Commissioner said he was going to try to delay delivery until the construction was done. Berger asked if this was possible, and the Street Commissioner said they could do an extension, but he did not know for how long. The Engineer cautioned that there would be a big lead time on the project and the Village would be lucky to have it done by fall.

Berger verified that the current capacity of the salt dome is 2,000 tons and the Village buys 1,000 tons per year. He asked if the Street Commissioner had any numbers of the amount of salt used. The Street Commissioner explained it has been going down and that the dome is full at the end of the year. He thought between 1,000 and 1,500 tons per year were used.

Porter stated that the Engineer had provided estimates for 2,000-ton, 1,500-ton, and 1,000-ton facilities. The Engineer reviewed the estimates (Attachment 1). The estimate developed in 2022 by the CT Consultants structural department was \$703,000 with a 20% contingency bringing it to \$844,000. He asked them to refresh that number given a year has passed, and with increased costs, they said it would be between 5% and 8% which would bring the cost to \$772,000 plus contingency for 2024 for a 2,000-ton salt dome. For a 1,500-ton facility it would be \$667,000 and \$547,000 for a 1,000-ton facility, plus contingency. Galicki asked on what salt dome design the costs were based. The Engineer said it was based on a rectangular hard surfaced salt dome. The sidewalls would be made from reinforced concrete, a wood framed and trussed upper section with a shingled roof, and a big rectangular opening at the end. Domes are no longer being constructed as they are more complex and expensive to build, and the expertise is lacking among contractors. He explained the history and rationale behind the salt dome trend and why ultimately problems resulted.

Galicki verified that the quote provided by the Engineer was not based on a salt facility in one of the Village's neighboring communities, with wings for parking. The Engineer said this salt facility was used as the model for the quote because it was a good bang for the buck and a smart design. Galicki clarified that he wanted to ensure that if amenities like wings were added there would be additional costs. Galicki asked if the wings were enclosed, and the Engineer said they were open to the air. Galicki verified that the vehicles would still be exposed to the weather, and the Engineer said initially, it was not thought that vehicles would be put in there, just peripherals that go with the salt dome. Galicki explained that he had heard that for the new drone team unit, a climate control area was needed, and he again verified that none of the cost estimates include any provisions for enclosed storage or climate control. The Engineer said absolutely not. Berger asked if some portion of the wing could be enclosed and the Engineer said in the future, it could be framed with an overhead door.

Berger asked about salt facilities with tarps, and the Engineer looked into this and said the tarp storage facilities are constructed much more quickly and can be disassembled and moved more quickly as well. The longevity of the tarp itself varies greatly. The lifespan depending on damage is 10 years. A wood truss facility will last 50 or more years. He could not pin down the cost for the tarp due to the variety of sizes. His impression from Streets Committee is that the Village wants a permanent storage facility. Berger still wanted a quote for a tarp facility for comparison and to be able to justify the cost to the residents. This is the biggest out of pocket project the Village is likely to ever do unless it replaces the Police or Service Departments or build a campus.

The committees discussed that the current salt dome is 30 years old and has been reroofed at least once, which was expensive. Porter thought that a truss facility would provide for better containment of the salt and would not get as beat up as a tarp facility. Berger felt that a quote

should be obtained for a tarp facility and that an analysis is due to the residents. He did not think it would change the desire to go with a fixed structure, but there needed to be a record showing an analysis was done.

A decision also needed to be made about building capacity. If the Village planned to continue to purchase 1,000 tons per year to meet the policy statement, he did not think the Village would want a 1,000-ton storage facility because it would run out of space. Berger asked how much the Village paid for salt on the 1,000-ton contract, and the Street Commissioner said \$45. If the Village were to buy less than 1,000 tons and then run out, Berger asked if the Village could purchase more. The Street Commissioner explained that they would have to pay the going rate, which he did not know. Berger said the committees need this information for cost analysis. Would the penalty paid by the Village exceed the savings of having the smaller salt dome? Porter recalled a time when the Village was running out of salt and could not get it delivered and the price was tripled. Berger reiterated that an analysis was still needed.

Salt pricing was discussed.

The Mayor summarized that the committees want to know the age of the present salt dome and the cost of the tarp dome. The Mayor was also concerned about the view of the salt dome from neighboring residents. The Engineer said a hard sided shingled building would be less visible to the surrounding area than a bright white or blue tarp. The Street Commissioner explained that topsoil, gravel, the backhoe for the Cemetery, etc. would be stored under the wings. The Mayor thought the information could be available for the February 12<sup>th</sup> Council meeting.

Salt purchasing was discussed.

The Engineer explained the timing of bidding for the project.

The committee discussed the wisdom of having the ability to store 2,000 tons of salt. Canton asked how much the Village provides to the schools. The Street Commissioner thought it was a couple hundred tons per year. Galicki verified that at the end of the season, the Village typically has 1,000 tons left, and Porter explained that this serves the purpose of weather that may hit in the fall and before January. Galicki asked how much salt is used a day during a snow event, and the Street Commissioner thought it was between 30 and 50 tons.

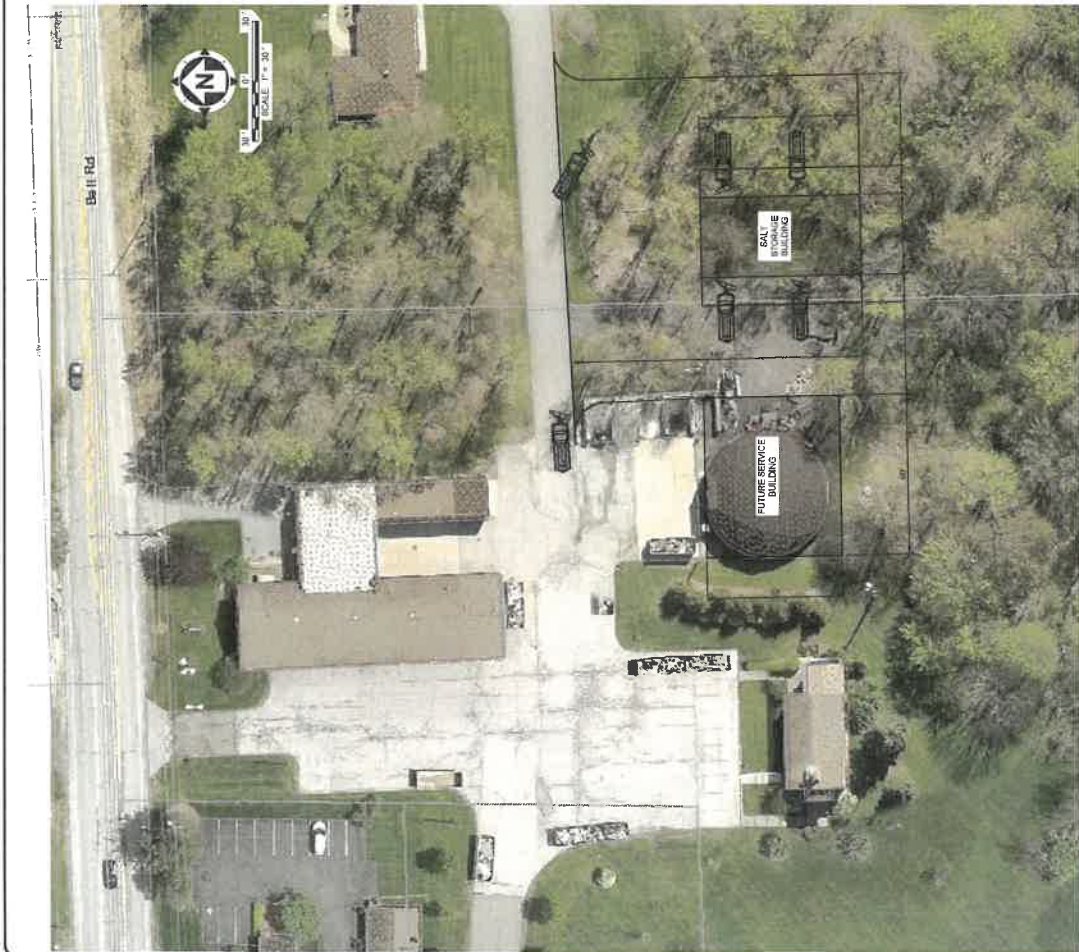
Berger verified the Engineer, and the Street Commissioner could obtain the numbers requested by the committees which could then be emailed to Council to allow the committees to make some recommendations by the first meeting in February. Porter summarized that the goal would be to decide the size of the facility, create the bid specifications, bid it out, build it this year, and have it done before November 1<sup>st</sup>.

Berger added that the additional goal would be to take down the existing salt dome in 2025. The Mayor asked if vehicles could be stored in the old salt dome. The Street Commissioner said they could once it was cleaned out. Porter questioned whether they would want to, given the building is being replaced due to safety concerns. The committees concurred that the salt dome should remain until the salt is transferred to the new facility and then demolished in 2025.

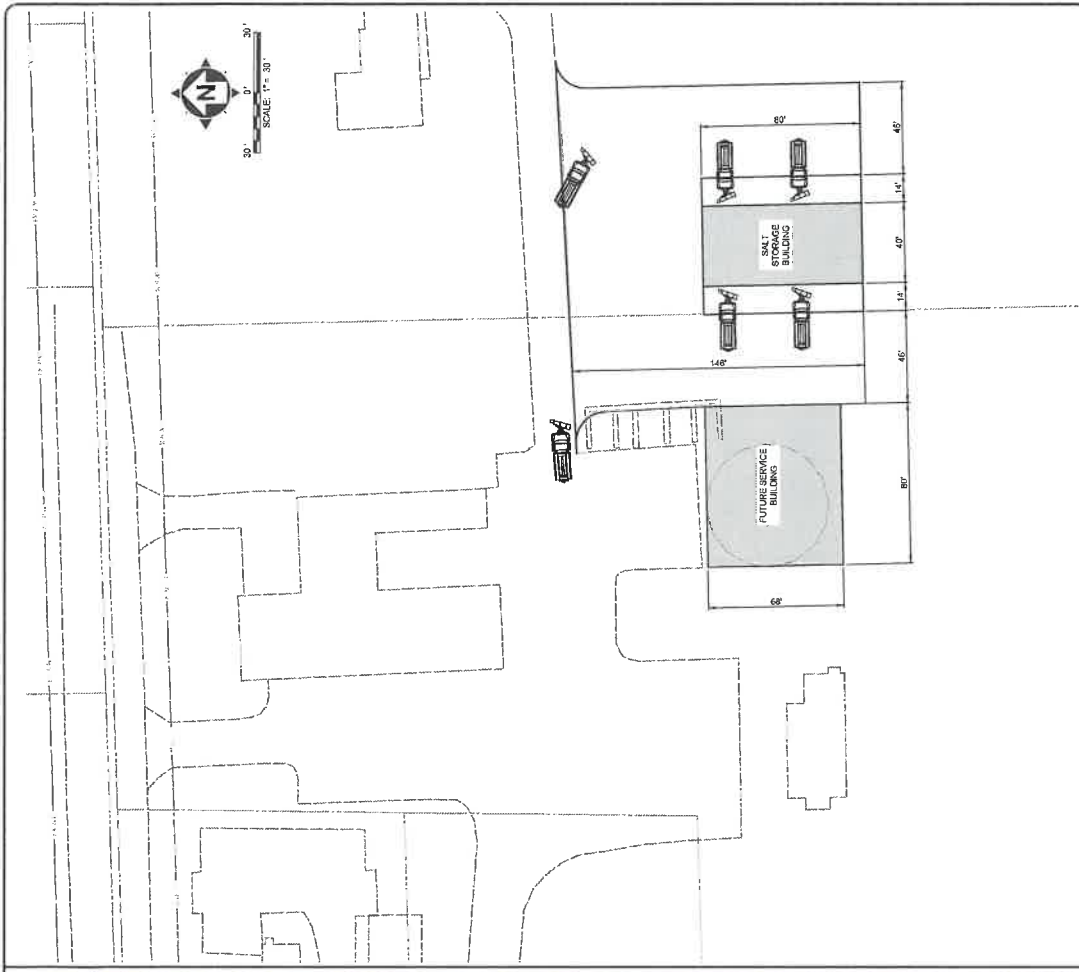
Porter asked about the portion of the quote that pertained to land clearing and thought that the Service Department personnel could do it. Porter noted this was a \$60,000 cost that could be eliminated, and the Engineer said that the contractor would still want to grade the site and do the excavation for the foundation. Galicki noted that it would really be a matter of moving costs, not reducing costs because of the cost of the Village's labor.

The visibility of the structure was discussed, and the Street Commissioner did not think it would be visible to Kensington Green.

Berger adjourned the meeting at 8:22 a.m.



**SITE PLAN WITH AERIAL PHOTO**



**SITE PLAN**

**PRELIMINARY**



NO.	REVISION	DATE

**VILLAGE OF SOUTH RUSSELL**  
**SALT STORAGE BUILDING**  
**IMPROVEMENTS PROJECT**  
 GRAUGA COUNTY SOUTH RUSSELL, OHIO

PREPARED FOR: **OWN REVIEW**  
 ISSUE DATE: **2/14/23**  
 SCALE: **AS SHOWN**  
 DESIGNED BY: **XXX**  
 DRAWN BY: **XXX**  
 CHECKED BY: **XXX**

PROJECT NO.	230202
DATE	2/14/23
CIVIL	
MECHANICAL	
ELECTRICAL	
PLUMBING	
LANDSCAPE	
TRAFFIC	
OTHER	
<b>SITE PLAN</b>	
SHEET	1
OF	1

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**12/2022 Salt Storage Estimate 2000 Ton**

\$652,303.60 Construction Cost

\$51,000.00 Design

**\$703,303.60 Subtotal**

\$8,000.00 Geotechnical

\$5,000.00 Houly Svcs During Construction

**\$716,303.60 TOTAL**

**01/2024 Salt Storage Estimate 2000 Ton**

\$705,000.00 Construction Cost

\$54,000.00 Design

**\$759,000.00 Subtotal**

\$8,000.00 Geotechnical

\$5,000.00 Hourly Svcs During Construction

**\$772,000.00 TOTAL**

**01/2024 Salt Storage Estimate 1500 Ton**

\$600,000.00 Construction Cost

\$54,000.00 Design

**\$654,000.00 Subtotal**

\$8,000.00 Geotechnical

\$5,000.00 Hourly Svcs During Construction

**\$667,000.00 TOTAL**

**01/2024 Salt Storage Estimate 1000 Ton**

\$480,000.00 Construction Cost

\$54,000.00 Design

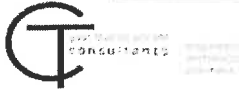
**\$534,000.00 Subtotal**

\$8,000.00 Geotechnical

\$5,000.00 Hourly Svcs During Construction

**\$547,000.00 TOTAL**





PROJECT: SRV Replacement Salt Storage Barn  
New  
PROJECT #: 22003601

OPINION OF CONSTRUCTION COST

Item No.	Spec. No.	ITEM		Unit of Measure	Unit Cost	Item Cost
COSTS FOR BIDDING						
<b>CONSTRUCTION COST:</b>						
1		Clearing	1	Unit	\$10,000.00	\$10,000.00
2		Site Grading - 34,000SF, 2,500CY cut	1	Unit	\$50,000.00	\$50,000.00
3		Concrete Paving	4,550	SF	\$10.00	\$45,500.00
4		Gravel Paving	16,500	SF	\$2.50	\$41,250.00
5		Mobilization and Construction Aids <sup>3</sup>	1	Unit	\$4,930.00	\$4,930.00
6		Wood Scissor Trusses at 2'-0" o.c.	4,230	SF	\$9.00	\$38,070.00
7		Wood Flat Bottom Trusses at 2'-0" o.c.	2,120	SF	\$7.00	\$14,840.00
8		Wood Beams	220	LF	\$47.00	\$10,340.00
9		Wood Stud Walls	3,210	LF	\$23.00	\$73,830.00
10		Wood Posts	0	MBF	\$6,438.00	\$1,287.60
11		Interior Concrete Push Walls	86	CY	\$807.00	\$69,402.00
12		Exterior Knee Walls	50	CY	\$598.00	\$29,900.00
13		Wall Footings	163	CY	\$540.00	\$88,020.00
14		Isolated Footings	4	CY	\$696.00	\$2,784.00
15		Reinforced Concrete Slab	118	CY	\$325.00	\$38,350.00
16		Reinforced Concrete Apron	4	CY	\$325.00	\$1,300.00
17		Concrete Delivery	425	CY	\$180.00	\$76,500.00
18		Roof (plywood decking and shingles)	6,400	SF	\$6.00	\$38,400.00
19		Siding (architectural plywood)	1,900	SF	\$4.00	\$7,600.00
20		Misc. Electrical and Plumbing	1	Unit	\$10,000.00	\$10,000.00
21		Design Fees: Survey, Civil, Structural, Architectural, Plumbing, Electrical <sup>4</sup>	1	Unit	\$51,000.00	\$51,000.00
					Subtotal =	\$703,303.60
					20% Contingency =	\$140,660.72
					Rounded to Nearest \$100 =	\$844,000.00
		PROJECT SUB-TOTAL <sup>1,2</sup>				
<b>PROJECT TOTAL<sup>1,2</sup></b>						<b>\$703,303.60</b>
<b>PROJECT TOTAL WITH 20% CONTINGENCY<sup>1,2</sup></b>						<b>\$844,000.00</b>

**Notes**

- <sup>1</sup> The construction costs shown herein are not guaranteed and are budgetary estimates to assist in determine the next course of action for this facility.
- <sup>2</sup> The construction costs herein are approximation of the project requirements as determined from the sample set of drawings for the subject facility. The actual construction costs may change or fluctuate from the shown values once all project elements have been determined and finalized.
- <sup>3</sup> Construction Aids includes, but is not limited to, cost for aerial lifts, shoring, and equipment to construct repairs.
- <sup>4</sup> Design Fees do not include construction administration services.



**Village of South Russell**

5205 Chillicothe Road  
South Russell, Ohio 44022  
440-338-6700



**Service Department**  
Tim Alder-- Street Commissioner  
streets@southrussell.com  
Direct Line 440-338-3891

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**Questions from streets/finance meeting 1/19/24 7:30am**

- 1) Can we postpone ordering salt until the new salt storage building is completed ?

Yes, 2024 Road salt order can be postponed no later than thanksgiving.

- 2) Will the state store our salt order?

No, the state will not store your nondelivered salt order quantity; however, you can reduce your order by 25% but you must pay \$7.00 per ton for the non-delivered quantity.

- 3) Can we order more salt over the requested quantity?

Yes, any salt ordered over the requested amount (over 1000tons) will be invoiced at \$15.00 per ton over the quoted amount  $\$46.81 + \$15.00 = \$61.81$  per ton.



Crawford	City of Bucyrus	1,000
Crawford	City of Galion	500
Crawford	Crawford County Engineer	1,000
Cuyahoga	City of Bay Village	900
Cuyahoga	City of Bedford	2,800
Cuyahoga	City of Bedford Heights	2,000
Cuyahoga	City of Brook Park	3,000
Cuyahoga	City of Cleveland	55,000
Cuyahoga	City of Cleveland Heights	5,500
Cuyahoga	City of East Cleveland	1,200
Cuyahoga	City of Fairview Park	2,200
Cuyahoga	City of Garfield Heights	3,000
Cuyahoga	City of Highland Heights	3,800
Cuyahoga	City of Lyndhurst Service Department	2,500
Cuyahoga	City of Maple Heights	2,500
Cuyahoga	City of Parma	9,000
Cuyahoga	City of Parma Heights	3,000
Cuyahoga	City of Pepper Pike	3,200
Cuyahoga	City of Richmond Heights	3,000
Cuyahoga	City of Rocky River	2,200
Cuyahoga	City of Seven Hills	2,000
Cuyahoga	City of Shaker Hts.	8,000
Cuyahoga	City of Solon	10,000
Cuyahoga	City of South Euclid	3,500
Cuyahoga	City of Strongsville	7,000
Cuyahoga	City of University Heights	2,500
Cuyahoga	City of Warrensville Heights	4,200
Cuyahoga	City of Westlake	4,500
Cuyahoga	Cleveland Metroparks	1,000
Cuyahoga	Cuyahoga Community College District	1,000
Cuyahoga	Mayfield Village	1,500
Cuyahoga	Northeast Ohio Regional Sewer District	154
Cuyahoga	Ohio Turnpike Commission	4,200
Cuyahoga	Olmsted Township	1,500
Cuyahoga	Orange Village	1,000
Cuyahoga	Strongsville Board of Education	250
Cuyahoga	Village of Bentleyville	100
Cuyahoga	Village of Bratenahl	250
Cuyahoga	Village of Chagrin Falls	1,200
Cuyahoga	Village of Cuyahoga Heights	400
Cuyahoga	Village of Gates Mills	1,400
Cuyahoga	Village of Glenwillow	400
Cuyahoga	Village of Hunting Valley	1,000
Cuyahoga	Village of Moreland Hills	1,800

Cuyahoga	Village of Newburgh Heights	250
Cuyahoga	Village of North Randall	75
Cuyahoga	Village of Oakwood	700
Cuyahoga	Village of Walton Hills	1,500
Cuyahoga	Village of Woodmere	350
Darke	City of Greenville	850
Darke	Darke County Engineer	500
Darke	Village of Versailles	150
Defiance	Defiance County Engineer	1,000
Defiance	Village of Hicksville	50
Delaware	City of Delaware	1,200
Delaware	Delaware County Engineer	7,000
Delaware	Genoa Township	800
Erie	City of Vermilion	1,000
Erie	Margaretta Township	150
Erie	Ohio Turnpike Commission	5,500
Fairfield	Amanda Township	50
Fairfield	Berne Township	100
Fairfield	Bloom Township	750
Fairfield	City of Lancaster	1,000
Fairfield	City of Pickerington	700
Fairfield	Clearcreek Township	200
Fairfield	Fairfield County Engineer's Office	3,500
Fairfield	Greenfield Township	175
Fairfield	Hocking Township	100
Fairfield	Liberty Township	100
Fairfield	Pleasant Township	300
Fairfield	Richland Township	50
Fairfield	Village of Baltimore	100
Fairfield	Village of Carroll	22
Fairfield	Village of Lithopolis	70
Fairfield	Violet Township	500
Fairfield	Walnut Township	300
Fayette	City of Washington Court House	400
Fayette	Fayette County Engineer	800
Franklin	City of Canal Winchester	250
Franklin	City of Columbus	13,432
Franklin	City of Dublin	4,000
Franklin	City of Grove City	2,000
Franklin	City of Groveport	600
Franklin	City of New Albany	1,700
Franklin	City of Reynoldsburg	1,100
Franklin	City of Upper Arlington	1,500
Franklin	City of Westerville	1,500

Franklin	Columbus Regional Airport Authority	500
Franklin	Franklin County Engineer	4,000
Franklin	Franklin Township	150
Franklin	Jackson Township	100
Franklin	Jefferson Township	400
Franklin	Ohio State University	500
Franklin	OSU Airport	30
Franklin	Prairie Township	200
Fulton	Amboy Township	125
Fulton	Dover Township	30
Fulton	Franklin Township	24
Fulton	Fulton County Engineer	1,000
Fulton	Fulton Township	25
Fulton	Ohio Turnpike Commission	1,400
Fulton	Pike Township	25
Fulton	Swancreek Township	100
Fulton	Village of Fayette	25
Fulton	Village of Lyons	22
Fulton	Village of Swanton	50
Gallia	Gallipolis Township	50
Geauga	Auburn Township	2,000
Geauga	Bainbridge Township	3,000
Geauga	Chardon Township	1,000
Geauga	Chester Township	3,000
Geauga	City of Chardon	3,100
Geauga	Geauga County Engineer	6,000
Geauga	Hambden Township	800
Geauga	Munson Township	1,500
Geauga	Newbury Township	1,050
Geauga	Russell Township	1,600
Geauga	Thompson Township	450
Geauga	Village of South Russell	1,000
Guernsey	Cambridge Township	100
Guernsey	City of Cambridge	750
Guernsey	Jackson Township	100
Guernsey	Village of Byesville	75
Hamilton	City of North College Hill	250
Hamilton	Colerain Township	1,000
Hancock	City of Findlay	1,500
Hancock	Hancock County Engineer	1,000
Hardin	Village of Ada	80
Harrison	Harrison County Engineer	800
Harrison	Village of Cadiz	200
Harrison	Village of Hopedale	25













ORANGE VILLAGE SERVICE CENTER





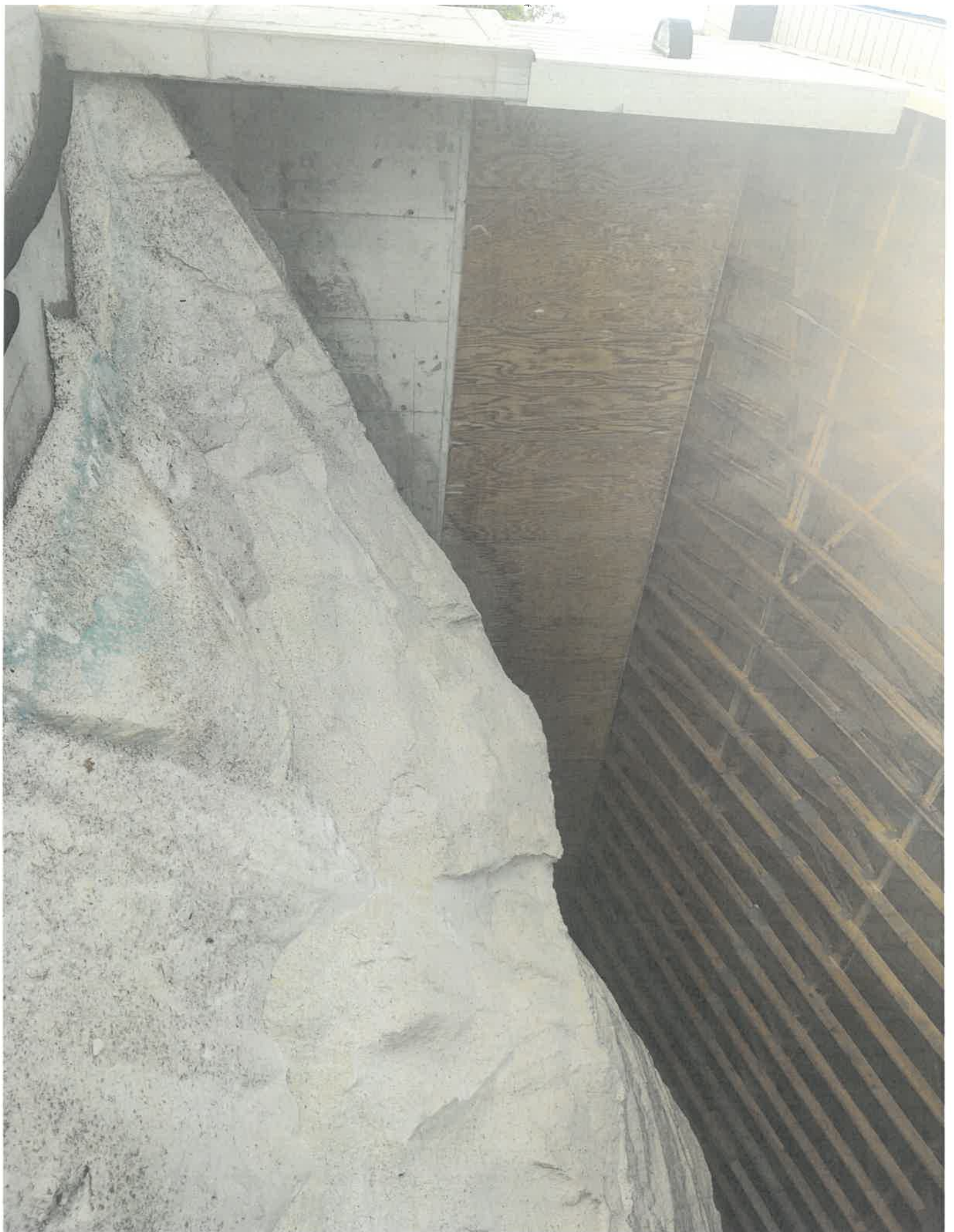
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SCRAP  
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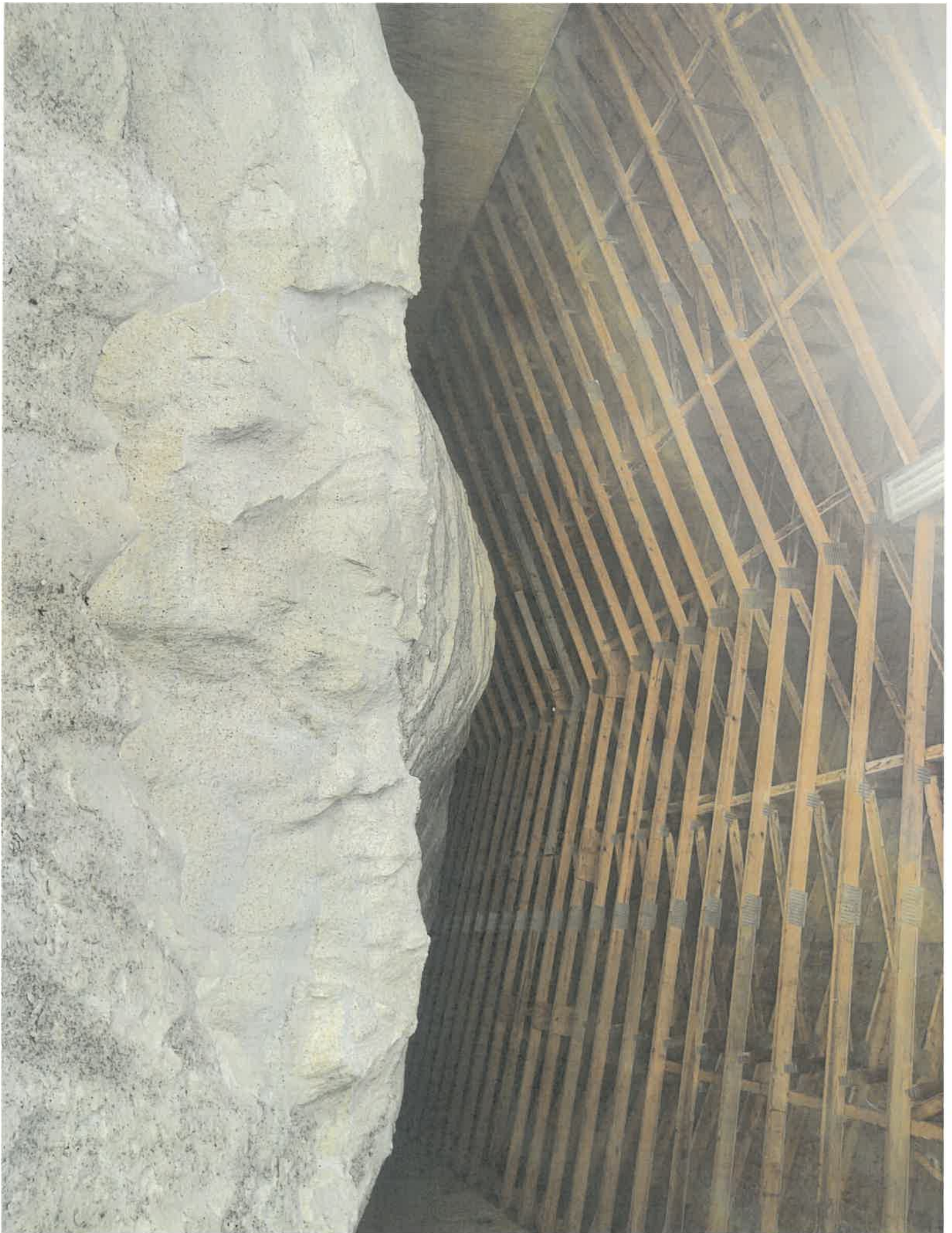


















## **Streets Committee - February 2, 2024**

Attendees: Chris Bell (CB1), Mark Porter (MP), Chris Berger (CB2), Tim Alder (TA), Erich Heibach (EH)

Guests: Matt Trafis & Alex Maros – Jonson Laux Construction Ohio

The meeting was called to order at 7:30 am.

The guests from Johnson Laux introduced themselves and gave an overview of their company. The company is a general contractor that works with municipalities. They assist with grants from the State of Ohio. The company works through Source Well. There is no upfront cost for the grant work if the municipality utilizes one of the Johnson Laux contractors for the project. They wanted to introduce themselves because they feel there are opportunities for our salt dome project. They noted that salt domes frequently receive some funding from the state; not all but some. The guests offered to, at not cost, review the plans from the Orange Village salt dome to give us their approximate estimate of what such a structure would cost. The Street Commissioner suggested sharing park restroom plans when they are available to get a sense of what the estimated cost may be.

The committee discussed the 2024 Road Program. After reviewing the engineer's PCI ratings, potential costs, and the \$350k budget, the committee agreed to make Southwyck Drive the primary bid and Countryside Drive and Reserve Trail the alternate bids.

TA communicated that the county will be updating the signage on Bell, heading west near the Newbury/South Russell border. This is in response to numerous traffic incidents that occur at the bend in the road soon after entering South Russell.

Per TA, the Village has used 481.25 tons of salt this season (November – 52.5 tons; December – 56.0 tons; January 372.75 tons).

The Street Commissioner shared with the committee an issue with the 2020 salt truck hydraulics. In 2020 the Village purchased a demo truck due to the year-plus timeline for delivery of another truck. It was learned after the fact that the arm air system installed was poor and out of warranty. The commissioner gave an overview of his due diligence on this matter and provided the committee with a quote to replace the system. The committee agreed to replace the system and allocate the \$14,675 to the vehicle maintenance budget. The Streets Commissioner believes that we can sell the old unit to someone who will use it for parts, likely for a few thousand dollars.

The committee discussed spring crack sealing in the Village. The Street Commissioner will contact the vendor and schedule the work to be completed some time in April.

The Street Commissioner reported on the drainage system installed on the north side of the park. Inspection after heavy rain and snow melt shows that it is working as designed. The drainage on the back side of the playground will be installed when the weather dries out in late spring/early summer.

The committee gave the street commissioner permission to move forward on getting official quotes to replace the 1-ton in 2024.

TA noted that Chagrin River Watershed Partners is taking care of the 2023 stormwater report. There will be a meeting to review it in March.

EH shared a sheet with the committee that provides an overview of the general salt dome options. EH will send to the Fiscal Officer so it may be shared with the rest of Council.

Councilman Berger shared that he met with a grant writer who may be able to assist the Village. He would like each committee to think about which projects being considered could potentially utilize this service to reduce costs. The Street Commissioner suggested the drainage work on Bell Road east that will need to occur prior to paving in 2025.

EH advised that grants need to match our project needs, rather than applying in an effort to get a “deal.” He noted that grants come with many stipulations.

The meeting adjourned at 8:45 a.m.

## **Streets Committee – March 7, 2024**

*Attendees: Chris Bell, Mark Porter, Tim Alder, Bill Koons, Eric Heibach*

The meeting was called to order at 7:31 a.m.

TA received three land clearing quotes for the new salt dome. The bids were: Bad Axe - \$4,500; Dash - \$4,800; VanCuren - \$4,800 plus 4% fuel surcharge. The committee will recommend to Council that the Village engage with Bad Axe for this work. If Council agrees, a budget amendment of \$1,500 will be necessary.

Per EH, the next steps for the salt dome are to hear the proposal and Ohio grant opportunities Johnson Laux has put together. TA will reach out to them to push for a meeting soon.

EH reported that the tentative date to advertise the 2024 roads program is March 13, with bid opening on March 27.

EH noted that the NOACA paperwork for Bell Road east is due at the end of March. He will reach out to NOACA to confirm if this is a reimbursement grant.

TA received four quotes for sewer improvement on Fairview. The quotes were: Watts Excavating - \$10,000; Green Vision - \$13,188; Varcelli Landscaping - \$13,900; Buckeye Excavating - \$15,800. The quote we received last fall for the same work was \$20,000. The committee will suggest a motion to Council to approve Watts Excavating. This item is already in the budget under Stormwater.

TA received three quotes for demolishing the existing salt dome. The quotes were: Green Vision - \$5,900; Zeigler Earthworks - \$12,500; Buckeye Excavating - \$13,300. These quotes are for work that will not commence until after the new dome is up. TA will reach out to the vendors to explain our timeline and to see how long these quotes will be good.

TA received three quotes for replacing the service department roof. The quotes were: Hershberger - \$27,120; Campo - \$31,997; and a third estimate for \$38,622. The committee will recommend to Council the Hershberger quote and to utilize our NOPEC funding to help offset some of the cost of this project.

The committee communicated to the Streets Commissioner that since we would like to move forward with the roof replacement, the 1-ton truck will not be replaced this year.

TA reported this season's road salt usage through February is 580.25 tons. (November 52.5 tons; December 56 tons; January 372.75 tons; February 99 tons)

TA reported that the defective hydraulics have been removed from the 2020 International plow truck. The crew saved the Village \$600 by doing the removal work in house. The truck is now with ARM Truck Corp. to have the new system installed.

TA shared with the committee that a curb manhole collapsed at 100 Manorbrook. The team completed the reconstruction work. TA noted that there are as many as eight similar manholes on Manorbrook that were constructed in the same manner and may need to be reconstructed. TA will provide the committee with the costs of fixing all of the manholes, including labor.

The documentation for the 2023 stormwater report has been sent to Chagrin River Watershed Partners.

The Manorbrook Phase 1 replacement vegetation work needs to be completed soon. This is warranty work from Mr. Excavator. The Village also needs to plant 15 evergreen trees that were mandated by Planning Commission. TA will get a quote for the trees.

BK asked TA to create a report documenting each road the Village has paved in the past six years and which of those received Reclamite.

TA is creating a report documenting all of the safety training his team has done.

The meeting adjourned at 8:23 a.m.

## **Streets Committee – April 4, 2024**

*Attendees: Chris Bell, Mark Porter, Bill Koons, Tim Alder, Eric Heibach*

The meeting was called to order at 7:30 a.m.

The July 2024 committee meeting was rescheduled from July 4 to July 3 at 7:30 a.m.

TA reported that Bad Axe is scheduled to start the salt barn land clearing on Monday (weather permitting).

EH reported that two bids were received for the 2024 roads program. The base bid for Specialized was the lowest of the two (approx. \$316k). The committee will recommend to council we move forward on the base bid with Specialized.

After discussion, the committee asked TA to look into a quote for applying Reclamite to the roads we paved in 2022. This would include Garden Park (from Ridgecrest to the cul-de-sac), Garden Park, Louise, and Fairview.

The committee also asked EH to explore patch repairs on Countryside so we can push out repaving a handful of years. The committee also recognized that we may need to include repaving Reserve Trail in 2025, in addition to Bell Road west.

EH noted that the Village's share for Bell Road east is currently estimated to be around \$477,000.

Bell Road west crack sealing will be done this spring. BK noted that this road is starting to show its age after 10 years. EH explained some of the construction restrictions on Bell west and noted that the same restrictions are not applicable to Bell Road east. The committee agreed that the Village should explore creating a special reserve fund for Bell Road west, as it will be very expensive when the time to repave comes.

TA reported that the stormwater work on Fairview is scheduled to begin on Monday (weather permitting). The work is estimated to take four days to complete.

TA explained that a lot on Fairview has a storm pipe that was put in by the developer years ago. The current property owner may consider selling in the near future. He wants to know the Village's thoughts on the pipe, as there is currently not an easement. Without one, a new owner/builder may remove the pipe. The committee suggested that Public Utilities discuss this issue.

TA reported that 658.25 tons of salt have been used this season. The committee discussed the next salt order and logistics with the existing and/or new storage. The committee concluded that the Street Commissioner can move forward with a salt order of 1,000 tons.

TA shared that the state grant applications for the salt barn and park restroom will begin to go through the review process next Monday.

TA reported that the 2020 salt truck is back in service and everything is working great.

TA shared that the curb manhole collapse at 100 Manorbrook has been reconstructed and the curb replaced. The team will continue replacing these along Manorbrook throughout the summer.

The committee discussed purchasing more ground mats for the cemetery. After discussion, it was decided to make a motion that Council approve 15 new mats for \$2,850. This is to come out of the cemetery budget.

TA shared how a small excavator would be very helpful in the cemetery and with culvert repairs. A new unit would be \$50-\$75k and would get 15-20 years use.

TA noted that after speaking with the property owner, the ditch at 1548 Bell will be cleaned this summer.

TA reported that the resident of 131 Southwyck is concerned about stormwater from the park coming through their back yard. TA and EH did some initial investigating and found what may be a clogged pipe. They will explore further and report back.

CB noted a vertical pipe at 77 Belmeadow missing a cap. TA will check and repair.

TA shared that a church group would like to do their annual Earth Day cleanup on Sunday, April 21. Similar to last year, they would like to cleanup trash on Bell and Chillicothe roads. The committee discussed how this is not only a community cleanup effort, but it also helps with stormwater. EH agreed and noted that it should be documented in our annual report. Since the cleanup is on a Sunday this year, overtime will be necessary. The committee agreed that overtime can be used.

TA noted that its time to choose the military flags that will fly at the corner of Bell and Chillicothe in 2024. The committee agreed to continue using the order that has been used in the past. A motion will be made at the next Council meeting to fly the Marine Corps and Navy flags in 2024.

The meeting adjourned at 8:43 a.m.

**Special Streets Committee – May 16, 2024**

Attendees: Chris Bell, Mark Porter, Bill Koons, Tim Alder

The meeting was called to order at 7:30 a.m.

The committee reviewed the tax budget worksheets provided by the Fiscal Officer.

Recommendations were documented on the worksheet.

Bell will drop off the sheets to the Fiscal Officer at the conclusion of the meeting.

The meeting adjourned at 8:20 a.m.



## **Streets Committee – May 3, 2024**

*Attendees: Chris Bell, Mark Porter, Bill Koons, Danielle Romanowski, Eric Heibach*

The meeting was called to order at 7:30 a.m.

The committee discussed the salt dome project. Neither the Street Commissioner nor the Engineer have heard from Blueline regarding the potential Ohio Senate funding. After discussion, the committee would like to recommend to council that the Village go out to bid a design and build program for a double wing salt structure. This will give us a firmer idea of costs. The engineer will provide the specs in the advertising. Per EH, have having CT do the design work – as opposed to including it in the bid – likely won't save the Village any money, therefore its not detrimental to bid in this manner.

TA noted that Blueline has questions about the competitive bidding process. The committee suggested that their representatives speak with the Solicitor.

EH reported that Specialized is still finalizing paperwork for the 2024 road program and he expects the pre-construction meeting to take place sometime in the next two weeks.

Per TA, he and Chief Rizzo have discussed the numerous accidents on Bell Rd. when entering the Village westbound from Newbury. The curve in the road continues to produce accidents and they feel that it's only a matter of time before there is a fatality. In an effort to reduce the likelihood of a fatality, TA received two quotes for a guardrail to be installed – Lake Erie Construction \$10,006; Great Northern Fence \$11,188. The committee will hear the perspective of the Safety Committee at the next Council meeting. If this work is done, a budget amendment will be needed.

EH shared that the drainage work at approximately 1581 Bell Rd. will be advertised in June, with the work being completed in late August or early September.

TA reported that street sweeping will commence next week and will take 3-4 days to complete.

EH and TA will be examining an inlet cover at 1552 Bell Rd. It may need to be replaced.

Upon investigation, TA and EH have determined that the water entering the property at 133 Southwyck is coming from South Russell Park. Since this is our water, TA received a quote to remedy the situation for \$9,000 from Watts Excavating. The Committee agreed to bring this to council.

The stream at 534 Manorbrook is overwhelmed during heavy rain, causing flooding in backyards. TA and EH will be examining this situation.

The pipes under the roadway at 600 Hemlock are inadequate. There are currently two pipes - a 24" pipe and an 18" pipe above it. EH believes these may need to be replaced with a 48" pipe, but CT is looking deeper into this.

TA reported that the Fairview pipe installation is complete.

TA received a quote from Specialized for crack sealing - \$8,000 per day or \$30,000 for four days. TA will ask Specialized to inspect the roads in the Village and provide an estimate for how long it would take to crack seal all of them.

The committee discussed this year's trash day. TA shared that there were 94 senior resident pickups – which is average. Per TA, his team reviewed the day and had three suggestions for improvement: no side unloading to prevent damage; no side door dumpsters; add a “Enter” sign at the PD driveway. Additionally, Council will need to ratify allowing the Russell Township employees' help on Trash Day.

The Committee will hold a special meeting on May 16 at 7:30 a.m. to discuss budgeting.

The meeting adjourned at 8:30 a.m.

## **Streets Committee – June 14, 2024**

Attendees: Chris Bell, Mark Porter, Bill Koons, Tim Alder, Eric Haibach

The meeting was called to order at 7:30 am.

The committee discussed the new salt house with the engineer. Per EH, CT will be meeting with TA on Monday to do a site visit to review with their architect. This is so she can properly outline the description and other details necessary for the bid specs. Per EH, the spec package will go out in July or August.

TA reported that driveway cuts and culvert pipe installation will begin next week on Southwyck. Twenty-two homeowners chose to have a new pipe installed. The plan is to complete the work on Southwyck and the go over to Manorbrook to work on the necessary replacements there.

TA shared that the new guardrail on Bell Road at the Newbury border has been installed.

EH noted that CT is designing the Bell Road east culvert crossing. The work will be done this year, prior to next year's paving.

TA reported that an inlet cover had to be made for 1552 Bell Rd. It will be installed next week.

TA shared that the stormwater work at 133 Southwyck has commenced. The contractor needed to wait for the land to be dry before they could start.

TA reported that he received a crack sealing bid from Specialized for \$8k per day or \$30k for four days. After discussion, the committee will recommend to Council in July that the village move forward with \$30k for four days. \$30k has been budgeted for this work.

After discussion, the committee agreed to consider applying Reclamite to the roads paved in 2023 after the final expenses for the 2024 road program have been confirmed.

TA shared that the stormwater work behind the homes on Chillicothe will begin soon. The contractor has been waiting for the land to dry out.

EH reminded the committee of the \$800k NOACA grant for pedestrian paths. The committee will discuss this in July and will meet with NOACA in August.

BK expressed his concern for drinking water in 20 years. He shared his idea of tapping into existing water lines and extend it up Bell Rd. eastbound to 306, north on 306, and then down Manorbrook; connecting again at Bell Rd.

TA shared that the pipe replacement at the entrance of Waverly Lane is complete. He noted that the pipe was improperly installed. CF will come out to jet the rest of the pipeline, but it will need to be replaced sometime in the future – which could be years from now. The Village will need to keep an eye on that portion of pipe. EH shared that it doesn't make economic sense to replace all of the pipe at this time. This is a stormwater backup pipe and doesn't endanger anything.

The meeting adjourned at 8:17 a.m.

## **Streets Committee - July 18, 2024**

*Attendees: Chris Bell, Mark Porter, Tim Alder, Eric Haibach*

The meeting was called to order at 7:30 a.m.

Due to scheduling conflicts, the committee agreed to move the August meeting to Thursday, August 15 at 7:30 a.m.

EH reported that the 2024 road program commenced that we're currently in the cure period for the asphalt recycling. This will be held until the proof roll. EH noted that Specialized needs to schedule base repairs and then they will pave after that. EH will provide a schedule for the HOA president.

TA shared that 22 culvert pipes were completed on Southwyck. 105 Southwyck was not done. The property is currently pending. TA will contact the Realtor to see if the new homeowner would like the culvert pipe replaced.

TA shared that Jeff has been serving unofficially as the foreman for the service crew. He requested that the committee or HR explore making this an official role.

TA reported that crack sealing of the roads will commence next week. EH & TA have put together a list of priorities for Specialized to ensure that roads in most need are taken care of.

TA has called JD Striping to schedule this year's road striping. He is hoping to have it completed prior to the school year starting.

The committee approved TA moving forward to get quotes for replacing the Village's 1-ton.

The committee is waiting for the salt house spec package to be completed so we can go out to bid. EH will follow-up today to see where this stands.

TA reported that 350 tons of salt was delivered on July 15 and the dome is officially full.

TA asked the committee to purchase a new 12' trailer to assist with moving equipment around the Village. After discussion the committee agreed as long as it does not exceed \$2,400. TA will check the new equipment budget to see if there are funds available.

TA shared that the Geauga Soil and Water performed a stormwater pollution survey. They are concerned about our grease pit and want it to be cleaned annually. The cost for both pits to be cleaned will be \$800 total annually. This will come out of the vehicle maintenance budget.

TA reported that the stone work around the park flag pole is completed. He has ordered the benches. They will be installed by the fall festival.

TA noted that the water is backing up in Ralph Richards' culvert pipe on Chillicothe after storms. TA believes we need more pipe flow. EH will help determine the appropriate pipe size options in order for it to be effective.

TA reported that the drainage work behind properties on northeast side of Chillicothe will start next week.

The meeting adjourned at 7:59 a.m.

**Joint Streets and HR Committee Meeting – July 23, 2024**

Attendees: Chris Bell, Mark Porter, Chris Berger, Ruth Cavanagh

The meeting was called to order at 8:02 a.m.

Councilman Porter made a motion to enter into executive session for the purpose of interviewing candidates for the soon to be open Street Commissioner role. The motion was seconded by Cavanagh and passed unanimously.

Councilman Porter made a motion to exit executive session, seconded by Cavanagh. Motion passed unanimously.

Councilman Porter made a motion to adjourn, seconded by Berger. Motion passed unanimously.

The meeting adjourned at 10:57 a.m.

**Joint HR and Streets Committee Meeting  
July 25, 2024, 11:00 a.m., Village Hall**

Present: Mark Porter and Ruth Cavanagh

Motion to go into Executive Session by Ruth Cavanagh, seconded by Mark Porter. All in favor, motion passed at 11:00 a.m. for purpose of potential employee hiring and compensation.

Motion to leave Executive Session 11:52 a.m. by Ruth Cavanagh, seconded by Mark Porter. All in favor, motion passed. Out of Executive Session at 11:53.

Motion to adjourn made by Porter, seconded by Cavanagh, all in favor. Adjourn 11:55 a.m.



July 31, 2024

5pm, Porter, Berger, Cavanaugh  
\* Called to order: 5pm.

Immediately went into Executive  
Session for the purpose of  
hiring a potential employee  
and ~~covering that~~. Ayes all.  
Compensation for same.

Closed Executive Session at:  
5:45 pm.

Move to adjourn: Ayes all.

Ruth M. Cavanaugh

## **Streets Committee – August 15, 2024**

Attendees: Chris Bell, Mark Porter, Tim Alder, Eric Heibach

The meeting was called to order at 7:31 a.m.

The committee discussed the road program. The Southwyck top coat has been completed on the road and driveway repairs are done. There is approximately \$20,894 remaining in the program budget. \$1,000 will be used for topsoil work along the roadside. The committee noted that there are funds available for both the \$5,000 of repairs in the Village as well as Reclamite. Pavement technologies is able to apply Reclamite to roads paved in recent years (Garden Park, Fairview, Ridgecrest, Louise) for \$14,408.75. The committee would like to move forward with this work as part of this year's road program.

TA requested \$10,000 to be added to the vehicle maintenance budget to get us through the rest of the year. He believes we will not need this much, but would like to do this as a precautionary measure.

TA would like to see Jeff officially designated as a Foreman. This position gives direction to the team when the Street Commissioner is unavailable. The committee will ask HR to review.

TA shared that crack sealing on the roads has completed. He will receive the schedule for road striping next week.

TA reported that he spoke with Valley Ford regarding a new 1-ton. The cost is estimated to be approximately \$110,000, minus our trade-in value. TA shared that he is going to pass this along to the new Street Commissioner.

EH shared the salt building timeline is 4-6 weeks for finalization of preliminary drawings and specification set.

TA reported that our portion of the park drainage is complete. The team is letting the gravel settle before adding topsoil and seeding. He reported that the pipes are draining really well.

TA shared that the new 12' trailer has been picked up and is working out really well for the team.

TA reported that the Chillicothe Road stormwater project is slated to start today.

TA shared that at his recent service directors meeting, Solon shared that they received a letter from ODOT asking them to pay \$80,000 for paving, salting, and maintenance for their portion of Route 422. Orange Village received a similar letter regarding their portion of 422 and I-271 asking for \$60,000. Both entities are fighting ODOT on this. This is something to keep an eye on since we have a portion of State Route 306 and if this trend continues, we may receive a similar letter.

TA reported that the service garage roof work is complete.

The meeting adjourned at 8:09 a.m.

## **Streets Committee – September 5, 2024**

Attendees: Chris Bell, Mark Porter, Tim Young, Bill Koons

The meeting was called to order at 7:30 a.m.

The committee discussed drainage projects within the village, including: ditch completion at 1584 Bell, 52 Fairview silt pond has been cleaned out and altered to not hold standing water, park drainage project is completed after 190' of pipe was installed.

Also discussed was the completed Chillicothe Road backyard drainage work. BK reported that a resident two properties to the north of the project would like to be tied in. This can be discussed with Council.

BK shared that he would like to meet with NOACA in person to get a very clear understanding of what we can and cannot do with the \$800,000 allocated for bike paths on Bell Road East.

Road striping is underway and should be completed this week.

The committee discussed the Foreman position. HR is currently discussing this as well. Tim Young asked if instead of making the foreman a position, could we use a pay differential for when he is unavailable. This makes it so whomever he designates as the lead during his absence is paid appropriately for the time worked in such a role. The committee will discuss with HR.

Southwyck paving is complete and the “no parking” signs have been removed. The berms will be topsoiled this month.

Tim discussed the lack of storage space for equipment. He asked if we could purchase one or two 20' shipping containers and place them behind the current salt dome. This would allow for seasonal storage of equipment not in use. He noted that the unit(s) could be painted to soften the appearance. It would be beneficial to have these before snow starts falling. The advertised price is \$1,800 per unit, but Tim is confident he could negotiate a lower price.

Reclamite installation will begin on September 9 on Garden Park, Fairview, Ridgecrest, and Louise Drive. The contractor will supply door hanger information cards and traffic control.

BK reported that the backside of the salt dome is coming apart at different seams than before. He will have the engineer and his team inspect it for safety concerns.

BK would like to expand the thank you luncheon the day after the Fall Festival to include recognition of Tim Alder for his service.

BK asked if employees can use Village vehicles to drive home in the evening before they return for a scheduled night meeting. He will discuss this with HR.

Tim reported that the team is working really well during his first few weeks with the Village.

The committee discussed the Cintas contract. Tim will talk with Cintas and other department heads to see what they really need and adjust the contract. The committee's recommendation at this time is to repeal the original ordinance and then create a new ordinance so we can move forward.

The meeting adjourned at 8:26 a.m.

## **Streets Committee – October 3, 2024**

Present: Chris Bell, Mark Porter, Tim Young, Erich Haibach, Bill Koons

The meeting was called to order at 7:31 a.m.

EH shared that the Fairview culvert project received OPWC funding. Final applications are due November 1<sup>st</sup>.

The committee discussed the low pavement on Bell Rd. East, close to Chillicothe, from last year's culvert pipe replacement. The Service Department will apply hot mix.

TY shared that progress is being made with the storm drains on Manorbrook. They hope to complete this work soon.

TY reported that two trees in the South Russell Village Cemetary are dead. His team will be removing them and replacing them with new trees. One thought is Japanese maple trees.

TY has observed many trees overhanging roadways. He would like to have his team prune these during the winter months while the trees are dormant. He will provide residents a week notice prior to pruning.

TY asked the committee about the dates for having flags on the telephone poles. MP noted that this is designated by ordinance, so any change in the dates would need to be amended by council. TA asked if we would consider putting flags on every other flagpole. The flags are getting beaten up and tangled. His thought is that by reducing to every other pole we would reduce the cost of replacements. MP will supply the committee with the ordinance so we can discuss further.

TY brought up the recent quote to replace the F-550 for \$110,000. This is for a fixed body truck. TY suggested to the committee that changing this to a swap loader truck may be more beneficial in the long run for the Village. Approximately \$128,000 would provide a truck with two frames that can be swapped out for different work, giving it the capabilities of three different trucks. If we add a plow setup, the cost is approximately \$177,000. This would give us plow access to smaller areas and potentially remove the need for three large plow trucks. The committee discussed the advantages and will consider a \$188,000 equipment budget request for next year.

The committee discussed equipment beyond 2025. TY noted that the backhoe is listed as needing replacement, but he thinks for a similar total cost it would be more beneficial for the Village to consider an excavator and skid steer. This would give more flexibility and efficiency compared to a backhoe. TY will ask for pricing so we can have a better idea of costs in the future.

TY made a request for the Village to purchase a tire machine and balancer for \$3,899. He has money in his budget. This will eliminate the need to take tires offsite and expands the capabilities for emergency off-hour repairs to Village vehicles. Our current process takes a laborer offsite for two hours while they drive the tires to the shop, wait for the work, and then bring the tires back. The committee agreed to make a motion at the next Council meeting.

TY asked about a permanent part-time or seasonal employee to help with workload. He suggested \$20/hour with no benefits. TY asked if this could be budgeted for next year. The committee will ask HR to consider if this is a viable option.

TY shared that the service building needs new garage doors. The current doors are rotting and the tracks need to be replaced. TY will get quotes and bring them to the committee.

The committee discussed the Cintas contract. TY contacted Arborwear in Bainbridge about uniforms. They can provide a package with 10 pants, 10 shirts, and a hoodie for \$1,352.25 each. Uniforms can be laundered in the Service Department building or at home. His suggestion is an employee package purchase every two years. Additionally, we can purchase floor runners and wash as needed. Chagrin Falls is going to provide TY with their contact for shop towels. The committee will suggest this route to Council if we are not bound by the contract with Cintas.

The committee discussed Rarick Cemetery and access in the future. The Service Department currently relies on the good graces of a resident who allows access through his property.

EH provided a packet with the new salt structure details. He asked the committee to review and provide feedback. Once reviewed, the committee would like to request quotes – not go out for bid -- this year to get an idea on pricing for both sizes.

EH shared that Specialized sent in the final billing for the 2024 road program.

EH reported the Bell Road east culvert estimate was \$140,000. The actual cost will be \$118,430. We also have a \$70,000 OPWC grant for this. The job will be completed this year.

EH shared that the Hemlock Road culvert replacement estimate is \$92,000. We have received a \$46,200 OPWC grant for this work. The remaining balance will be split evenly between South Russell and Russell Township. Due to the grant, work cannot commence until after July 1, 2025.

BK noted that the park pavilion roof is sagging, and the floor is cracking. TY and the Building Inspector are investigating the cause.

The committee agreed to schedule a special committee meeting on October 24 at 7:30 a.m. to discuss the 2025 budget.

The meeting adjourned at 8:46 a.m.

## **Streets Committee – November 21, 2024**

*Present: Chris Bell, Mark Porter, Tim Young*

The meeting was called to order at 7:35 a.m.

TY shared that 1101 Royal Oak needs to have their ditch cleaned out and 1100 Royal Oak is having issues with pipes within the right-of-way, causing sink holes. TY is working with the homeowners

1181 is having issues with a catch basin. It is outside of the right-of-way, so the Village is unable to assist the homeowner.

The drainage outflow was removed at some point by owners of 45 Wolfpen. This is causing water to pooling on the property to the south. TY will check to see if there is an easement in place. If there is an easement, the Village and the homeowner will need to discuss the matter so it can be remediated.

The Service Department crew removed conduit and electrical wire running through the storm sewer to the roadway median on Manorbrook at Chillicothe. The HOA was powering lighting in the median. The electrical may not run in the sewer. The HOA has been advised.

TY discussed building an access ramp on Bell for mowers and maintenance equipment for Rarick Cemetery. The ramp would be behind the retaining wall. Cost for materials is approximately \$2,600.

The committee discussed removing the pavement from the newly acquired corner lot at Bell and Chillicothe. TY shared the idea of adding basic landscaping, the Village sign, a flagpole, and maybe a few benches. TY will discuss this more in depth with the Properties Committee.

TY would like to install low voltage lighting to uplight the Kruse trees at the park. The cost is approximately \$1,200. TY will discuss with the Parks Committee.

TY asked about reducing some of the mowing of Village property, having some areas designated to be cut three to four times per year. Such areas include the back half of the old rental property on Chillicothe and the bottom of the Central Retention Basin. This would cut labor time and its better for stormwater. The committee will bring up at the next Council meeting and recommend the Properties Committee review the request.

TY shared that ODOT will be charging Burton Village for plowing state highways within their limits. South Russell has not heard from ODOT yet but should be prepared in case they do request we pay for plowing 306.

The committee shared particulars about Trash Day with TY. The committee will ask Council to schedule next year's Trash Day for April 26, 2025.

The committee discussed procurement paperwork with TY. TY had questions about the open PO process. He also inquired about non-vendor specific open purchase orders. An example given was if one vendor doesn't have stone, he can send the crew to another supplier to acquire material.

The meeting adjourned at 8:42 a.m.

## **Streets Committee – December 5, 2024**

*Attendees: Chris Bell, Mark Porter, Bill Koons, Tim Young*

The meeting was called to order at 7:30 a.m.

BK reported that the Engineer does not believe the Sugarbush silt build up is a result of work the Village has done. He says he cannot be 100% sure that Manorbrook had no effect, but the information that he has at this time suggests it did not cause the issue. The HOA believes it is the Village's fault and wants SRV to dredge the pond. BK and the Street Commissioner will go look at the pond to see if this could be a simple fix with the equipment we have.

Resident of 1584 Bell has signed off on allowing the village to use his property as a staging site for the culvert replacement work.

2 Daisy Lane has asked for their ditch to be piped. TY noted that EH is comfortable with this because of the elevation and slope.

99 Maple Hill Drive had ditch work done previously. They asked the Village to grade the property affected by the work. TY will handle this.

TY shared that the lights for the park trees have been ordered and will be installed after they are delivered.

TY would like to add a gate on the driveway to the dump on Bell Rd. People are entering the property. He suggests installing a 16' swing gate with a lock.

The committee reviewed the flag ordinance and the expectations with TY so he can be familiar with it.

TY reported that the Village has a lot of soil available at the dump. He asked if we could rent a screening machine for a week in the spring. This will give us quite a bit of topsoil that can be used on projects throughout the Village.

The committee discussed part-time seasonal and permanent part-time labor. The committee will suggest to Council that we hire a part-time seasonal employee to assist with plowing.

TY asked the committee to consider running 10-hour shifts May through September, shifting crew schedules equitably so there are employees on hand five days a week, and ensuring nobody works more than 40 hours a week. After discussion, the committee decided to bring this topic to Council.

TY noted that he's keeping track of any potholes and will cold patch them if needed. Those potholes will be revisited in the spring to be ground down and install hot patch.

The committee discussed tree screenings in multiple Village locations.

TY shared his thoughts for the corner lot on Bell & Chillicothe.

The meeting adjourned at 8:42 a.m.