MINUTES OF UTILITIES COMMITTEE MEETING January 17, 2012

The January 17, 2012 Utilities Committee meeting was called to order by Chairperson Sharon Spencer at 7:10 P.M. Present were Frank Seman, Fred Berry, Jack Ferguson, Amy Michael and Bruce Ribelin. Also attending the meeting Mayor Bica; Service Director, Kelly Engelhart; Finance Director, Kim Cecora; City Engineer, Bob Finney and Donna Swigart of 528 East Riddle Avenue, Ravenna, Ohio.

Ms. Spencer said the first item on the agenda is the Neighborhood Revitalization Project survey work.

Mr. Finney explained the grant monies are not in yet but they are able to start the design phase of this project, which he has dubbed the Fair Allotment Program. That's where they will abandon the Woodside lift station, pave the Fairgrounds, Sapp Road, Southgate, Woodgate, replace some fire hydrants, street lights, catch basins, curbs, sidewalks, miscellaneous throughout the project. They need to start with a survey so he is asking that they authorize the mayor to enter into a contract with Don Trocchio and appropriate the money. He is working with the surveyor now to get a price. He is anticipating having that amount on Monday for the Finance Committee. That cost will be split between the different funds and is reimbursable providing they don't spend all of the grant monies; portions of it are reimbursable but they won't know that until the end of the project.

There being no questions or comments, it was decided by those present that a tracking sheet would be submitted for Finance Committee approval.

Ms. Spencer said the next item on the agenda is the storm water permit.

Mr. Finney said the National Pollutant Discharge Elimination System Industrial Storm Water General Permit is due annually. The cost is \$350.00 paid to the Ohio EPA. This is a renewal. The monies need to be appropriated from the storm fund.

There being no questions or comments, it was decided by those present that a tracking sheet would be submitted for Finance Committee approval.

Ms. Spencer said the next item is the refueling station.

Ms. Engelhart said the street superintendent was approached by the Portage County Park District in regards to the ability for them to purchase diesel fuel from the fueling depot. There is no problem adding as many people that would like to purchase fuel. Mr. Cimino suggested a few changes to the contracts previously entered into with Ravenna Schools and ODOT. It's basically the same with a 20ϕ surcharge. She spoke with the Park District about that and there is not a problem with it. Currently the Park District gets fuel, put it in a 55 gallon drum and then they place that drum in one of their buildings and refuel from that into their mowers. This will help them not to have to store diesel fuel in 55 gallon drums. What is needed is approval to authorize the mayor to enter into a contract with the Portage Park District.

There being no questions or comments, it was decided by those present that a tracking sheet would be submitted for Finance Committee approval.

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Ms. Spencer said the next item is the rigid line locating system.

Mr. Finney said he had a recent demonstration from a contractor who had a line locating device. It was basically a transmitter put onto the end of a push camera. It could be used as a snake. On the surface, they have a wand and can follow this along the surface and get the depth and exact location. It is similar to what a metal detector would do except this is an electronic device and it captures all of these things. There have been different cases recently where the camera can see inside but they can't trace it on the surface. With this demonstration, they were able to dig right down to where the break in the line was. That saved about \$1,000.00 on just that one job. The storm mapping is a project that is still going on and the sanitary is always an issue. With this device, they will be able to locate exactly without excavating. Part of this is \$850.00 which will allow the connection to the water valves and water lines and trace those also. It sends a current and this device can track it in the same manner. There is a system currently that is older but it cannot be added to; the frequencies are different. This would give a new wand, transmitter and a new transmitter box. It would be split between the storm fund and the water fund; \$2,700.00 from the storm fund; \$850.00 from the water fund. It is a Rigid brand name.

Ms. Spencer said that considering they saved \$1,000.00 in just one incident, it sounds like a good investment.

Mr. Finney said he was shocked Ravenna doesn't and hasn't had one.

There being no questions or comments, it was decided by those present that a tracking sheet would be submitted for Finance Committee approval.

Ms. Engelhart said they spoke this past summer in regards to Honeywell coming and doing the energy audit in regards to proposed projects for cost savings that they could have for the city. They have presented several times. They have formed a subcommittee and they are wanting to come do the presentation for the final scope of the project to Finance Committee next week. She wanted to give them a heads up. If they can, they hope to be able to provide them with some information before Monday so they are able to review it.

Mr. Ricciardi said it's been a long time since they came in with a proposal; were they guaranteeing a certain percentage of savings.

Mayor Bica responded in the affirmative adding that it also allows them to bundle some projects that are not necessarily energy related but within that funding mechanism. They will try to explain those that were targeted.

There being no further business before the Committee, the meeting adjourned at 7:12 l	
Sharon Spencer, Chairperson Utilities Committee	