

# **The Utilities, Safety & Environment Committee**

held a meeting on **Wednesday, July 13<sup>th</sup>, 2022** beginning at 6:00 P.M.

**COMMITTEE MEMBERS PRESENT:** Committee Chair Mitchell, Members; Davis, Oswald, Simmons

**OTHERS PRESENT:** Law Director Deery, Engineer McKillips, Parks Dir Reardon and Councilman Cerra

## **1. Approval of the June 1<sup>st</sup>, 2022 JOINT meeting with Utilities and Finance Committees and June 21<sup>st</sup>, 2022 Regular Utilities Committee Meeting Minutes.**

**Mrs. Simmons moved and second by Mr. Corbin to approved the meeting minutes from the June 21<sup>st</sup> Utilities Committee Meeting.**

**MOTION CARRIED**

**Mrs. Simmons moved and second by Mr. Corbin to approved the meeting minutes from the June 21<sup>st</sup> JOINT Utilities and Finance Committee Meeting.**

**MOTION CARRIED**

## **3. The matter of authorizing the Mayor to advertise and award a contract for the 2022 Emergency Sanitary and Storm Sewer Repair Contract.**

**REFERRED BY: Engineer McKillips** *(This will also go to Finance on July 25<sup>th</sup>)*

Engineer McKillips said this is an annual program that they have been operating for many years. Most of the monies have been appropriated in the budget. This is a contract where sewer spot repairs and spot lateral connections that require repair is done by an outside contractor. The City doesn't have the capabilities to do these within house.

There were no questions. Emergency clause is requested.

**Mrs. Simmons moved and Mr. Corbin seconded to recommend an ordinance authorizing the Mayor to advertise for and award a contract for the 'said' contract.**

**MOTION MADE**

**COMMITTEE REPORT WRITTEN**

## **4. The matter of authorizing the Mayor to advertise and award a contract for the Rockfern Ave. Storm Sewer Improvement Project.**

**Referred By: Engineer McKillips** *(This will also go to Finance on July 25<sup>th</sup>)*

Engineer McKillips if for the Mayor to enter into a contract for a CDBG (Community Development Block Grant) project on Rockfern for the installation of storm sewers from Foster Ave to Lowell. The new storm sewers and laterals for the homes will be installed through the project. The road will be resurfaced when the project is completed.

Chair Mitchell asked if the residents of Rockfern be notified?

Engineer McKillips said yes.

**Mrs. Simmons moved and Mr. Corbin seconded to recommend an ordinance for the Mayor to advertise for bids and award a contract for the 'said' project.**

**MOTION MADE**

**COMMITTEE REPORT WRITTEN**

**5. The matter to advertise for bids and enter into a contract for Utility Bill printing and mailing of EPU billings, including Storm Water bills.**

**Referred By: Public Works Supervisor Conner** *(This will also go to Finance on July 25<sup>th</sup>)*

Public Works Supervisor Conner said they are asking to advertise for bids for the department's billing service to print the bills and mail them out for both monthly utility billing and for the stormwater billing. They bill out about 23,000 utility bills a month and about 18,000 quarterly storm water bills. Postage is about \$148,000 and printing of bills is about \$62,000. They are looking for a 3-year contract, and to be able to renew after the first year. The current contract expires November 30<sup>th</sup>.

Law Dir Breunig asked if this is to pick up renewal years on the current contract or to advertise for a new contract.

Ms. Conner said it is to advertise for a new contract. They just finished up the third year of the original contract. This is a contract that is for 3 years.

Mrs. Davis asked if this is the same company or will it be a new company?

Ms. Conner said they use a company called Utilitech, they merged with a company called Duxan and that's the only company they've used since they've used this off-site billing service, which has been for about 9 years. She is assuming that the same company will bid again. There could be several different companies that may bid on it.

**Mrs. Davis moved and Mr. Corbin seconded to recommend an ordinance for the Mayor to advertise for bids and enter into 'said' contract.**

**MOTION MADE**

**COMMITTEE REPORT WRITTEN**

**2. The matter of allowing Invest Elyria and Elyria Community Partnership to hold Fall Market Events in Pioneer Plaza. (This was approved by The Parks Board on 6/9/22).**

**Referred By: Parks Director Reardon**

Chair Mitchell said that Parks Director Reardon hasn't arrive yet. There is a matter on the agenda for a Fall Market to be held on Pioneer Plaza and she asked if anyone can speak on this matter in Dir Reardon's place?

Law Dir said he only had one conversation on this matter and that was that it was not a continuation of the Farmers Market. It's a separate event, a Fall Market which will be sponsored by Invest Elyria and jointly with the Elyria Community Partnership. It's similar to the Farmer's Market. A back-up location is Ely Square in case the work at Pioneer Plaza isn't completed.

Chair Mitchell said that from what she's seen on Facebook, it looks like the parking lot has gone in. The dates of the Fall Market will be October 1<sup>st</sup>, 15<sup>th</sup> and 29<sup>th</sup>. This was also approved by the Parks Board on June 9<sup>th</sup>. She thinks we are far enough out that if we are to approve it and if we have any additional questions, she's sure we can get them answered.

Mr. Breunig suggested that the committee does authorize in this legislation that Ely Square is an alternate location.

**Mrs. Simmons moved and Mrs. Davis seconded to recommend an ordinance allowing Invest Elyria and The Elyria Community Partnership to hold their Fall Market in Pioneer Plaza or in Ely Square if Pioneer Plaza isn't available.**

**MOTION MADE**

**COMMITTEE REPORT WRITTEN**

**6. The matter of authorizing the Mayor to enter into a contract with SUEZ for a multi-year asset management program for the City's 5 Water Towers.**

**Referred By: Water Team Leader Jacob** *(This will also go to Finance on July 25<sup>th</sup>)*

Team Leader Jacob said this is for a 10-year contract with a company named Suez.

For asset management of the five water towers in Elyria. The cost is \$461,083 per year for 10 years. They will paint four of the towers, the fifth one is in the process of getting painted now. They will do all the maintenance on all the towers. Including yearly inspections and EPA inspections. They will do all the safety improvements, steel improvements, painting, any unforeseen maintenance that comes up during that 10 years. If we get the contract done this year they will paint Murray Ridge tower. In 2024 they'll paint Furnace Street tower, in 2027 they'll paint Chestnut at Walmart and in 2029 they'll paint 16<sup>th</sup> Street. Every year there'll be an inspection. Every 5 years there will be a major EPA inspection and anything that is wrong with the towers, and they will do a comprehensive report which will list what needs to be done.

Chair Mitchell asked if the City is using this company currently?

Mr. Jacob said they have helped the City with some violations in 2020. And he asked Law Dir Breunig if he remembered that?

Mr. Breunig said that he remembers that there may have been some issues with them misidentifying some violations that weren't currently existing and causing the City some additional EPA headaches.

Water Leader Jacob said they identified all the problems in these reports and that's what we had to give to the EPA. The City got a number of notices of violations, which is a notice letting us know we have a violation and we got put on a time-frame.

Law Dir Breunig asked how we selected Suez and asked if there was an RFP (request for proposal)?

Team Leader Jacob said two firms submitted to do this and they interviewed both firms and came up with Suez.

Chair Mitchell asked Mr. Jacobs, that if there are violations the Suez identifies, do they correct those violations or is that on the City.

Mr. Jacob said that anything in the 10 years that they find, will be corrected. Say, some rules change, say you have to have this kind of ladder or whatever, that will be corrected.

Mrs. Davis asked if we have to have a 10-year contract?

Team Leader Jacob said we can do whatever we want. The staff wanted a 10-year contract so we can take care of painting of all the towers over the 10 years along with the yearly inspections and the 5-year EPA inspections.

Mrs. Davis asked where the money comes from for this?

Mr. Jacob said for this year, the money is in the Water Plant Capital Improvement budget. And will be budgeted in the Water Pumping Plant's or Water Distribution's yearly budgets.

Chair Mitchell asked if Suez uses drones to look at the towers and do the crews actually climb up and look inside? How does that work?

Mr. Jacob said they do both. They did some drone inspection underneath the tower to look at the paint and the deterioration. They put drones inside the tower to see the water. Inside the towers there are steps and ladders where you can be above the water level and they did inspections that way.

Law Dir Breunig asked what the inspections requirements are? How intensive are they and is this something that we can do in house?

Team Leader Jacob said that he doesn't have anyone that climb up the tower. They have to do visual inspections inside the tower, check for sediments on the bottom. Those are yearly inspections and the big inspection for the EPA is every 5 years.

Dir Breunig said he can't shake the feeling that each one of these should be an individually bid project. He doesn't know how comfortable he is with a 10-year management contract. He doesn't feel it would be a wise decision. He prefers competitive selection and to have it be as small of a project as possible for each one to give the best possible exposure to give competitive bidding.

Chair Mitchell asked if we were to go back to Suez, let's try this on a yearly basis or even a five year basis, would that change the pricing?

Team Leader Jacob said, yes that would change the pricing. Because they're doing different things on different towers every year. It's an average of what it would cost over a 10-year period.

Mrs. Simmons said this is a huge amount and she thinks it should be broken down in less number of years because that's a lot of money.

Dir Breunig said it would be wise to get estimates of each individual component of the contract to see if the \$463,000 per year is a fair cost analysis for the work that's to be done.

Chair Mitchell said she agrees with Dir Breunig. To say we're only going to use one company for 10 years, they have us in their power.

Dir Breunig said the Committee has flexibility. They can vote on this as it's presented, it can modify the committee report to suggest a shorter term or different amount. Or it can be tabled and the committee can ask for additional information on the scope of the information being presented with additional detail. And to look at it an review it. That might be the best option. That can give the ability to ask additional questions and Mr. Jacob and his team clarify some things and bring back a modified proposal.

Mrs. Davis said she thinks they should get more detail of the scope of the work, especially at this cost. And then try to modify the years, because she wouldn't go along with 10 years.

Mrs. Simmons agrees.

Chair Mitchell said they are going to ask that we table this and to ask Mr. Jacob to go back to the company and have them break this down a little for them. Maybe yearly or for five years and what is the cost of each component. She knows it's additional work and she appreciates the effort that Mr. Jacob and this company has put in to this. If the City can save a little bit of money, that's the smart thing to do.

*Chair Mitchell asked for a motion to adjourn The Utilities Safety & Environment Committee:*

**Mrs. Davis moved, seconded by Mr. Corbin to Adjourn the Meeting at 6:30 P.M.  
MOTION CARRIED**

Respectfully Submitted by,  
Colleen Rosado, Secretary  
*/CMR*