

Canal Winchester

*Town Hall
10 North High Street
Canal Winchester, OH 43110*



Meeting Minutes - Final

February 3, 2020

6:00 PM

City Council – Work Session

Mike Coolman - Vice President

Jill Amos

Will Bennett

Bob Clark

Patrick Lynch

Chuck Milliken

Mike Walker

- A. Call To Order 6:00 pm
- B. Roll Call Present 6 – Amos, Bennett, Coolman, Lynch, Milliken, Walker
Motion to excuse Clark made by Amos; seconded by Bennett
Motion carried by the following vote:
Yes 6 – Amos, Bennett, Coolman, Lynch, Milliken, Walker

C. Also In Attendance

Mayor Ebert, Matt Peoples, Lucas Haire, Amanda Jackson

D. Request for Council Action

RES 20-001

Public Service

A Resolution to Authorize the Mayor and Finance Director to Enter Into Contracts with the Director of Transportation for the Improvements of Gender Road/State Route 674 ([Resolution](#))

- Request to move to full Council

Peoples stated this is a follow-up to a resolution done in September that was a preliminary authorization; this is the final authorization in ODOT process; ODOT requires we pay out \$361,066 first before they reimburse us; ODOT covers 80% of surface course project, but not subsurface repair or guardrails; will upgrade traffic signals from loops to cameras; cheaper to go with that, more standardized. Coolman asked they are requiring us to make the \$361,066 payment now and it could go up? Peoples said it could go up or down, they want out commitment first. Bennett asked about high volume of traffic on Gender Road is there a need to enhance the substructure of the road; Peoples said most repairs will be where the road is badly rutted and wheel paths, pavement not showing signs of deterioration or need for full depth construction. Peoples had a follow-up comment after the vote stating the financing of this is out of funds budgeted for 2020 street program, and will take out of unencumbered fund and we will do appropriation amendment in future to put the money back in the fund.

Motion to move RES 20-001 to full council made by Milliken; seconded by Bennett

Motion carried by the following vote:

Yes 6 – Milliken, Bennett, Amos, Coolman, Lynch, Walker

RES 20-002

Public Service

A Resolution to Authorize the Mayor and Finance Director to Apply For, Accept, and Enter Into a Water Pollution Control Loan Fund (WPCLF) Agreement on Behalf of the City of Canal Winchester for Planning, Design, and/or Construction of Wastewater Facilities; and Designating a Dedicated Repayment Source for the Loan. ([Resolution](#))

- Request to move to full Council

Peoples stated this is the generator project that has been discussed; water pollution control loan fund for backup power supply has a \$50,000 loan forgiveness program; working with them to not be a loan, but to be a grant program and pay for project and get reimbursed \$50,000 from them; the sewer fund is in good financial condition; estimating a \$350,000 project and would get \$50,000 back from the state; rather than going through loan it is minimum of five years and would like to pay cash for it. Lynch asked about surplus in water sewer fund, how much is it; Peoples said it is about \$3.5 million dollars in connections fund. Peoples said this is just supplying for the loan not the construction project and will have future legislation to authorize the project. Peoples clarified there is \$4.6 million dollars in the fund.

Motion to move RES 20-002 to full council made by Lynch; seconded by Amos

Motion carried by the following vote:

Yes 6 – Lynch, Amos, Bennett, Coolman, Milliken, Walker

ORD 20-006

Development

An Ordinance Authorizing the Mayor to Enter Into a Development Agreement with Northpoint Development, LLC.; and Declaring an Emergency ([Ordinance, Agreement, Exhibit A Map, Exhibit B Scope, Exhibit C Easements, Exhibit D Deed](#))

- Request to move to full Council

Haire stated this is another in a series of legislation for development at Bixby Road and Rager Road property with Northpoint Development; this authorizes city to enter into a development agreement; they are committing to building two industrial warehouse buildings and city is committing to provide water and sewer lines to serve that development for that property; Northpoint will grant the easements we will need; we will build a force main sewer, will install a lift station, will run a gravity sewer, will run a water line; proposed cost for this is \$1,449,120; we propose to pay for that by forward money from utility funds and reimburse through the Gender Road TIF over ten years; allow us to establish a TIF on Northpoint in the future. Lynch asked about the cost of \$1.4 million and repaid by the TIF, how much does it deplete that TIF and are there funds left for other needed improvements; Haire replied first payment in 2021, estimated available 314,000 in that fund at January 2021, estimate in 2021 will bring in \$407,000 into the TIF based on development; Lynch stated he did not want the fund depleted; Haire stated the estimates are based on known development and does not include future unknown plans; revenue will be coming in from McIntosh, Aldi, Brew Dog, Wyler Chrysler Dealership to the TIF funds.

Motion to move ORD 20-006 to full council made by Milliken; seconded by Bennett

Motion carried by the following vote:

Yes 6 – Milliken, Bennett, Amos, Coolman, Lynch, Walker

ORD 20-007

Construction Services

An Ordinance Waiving Competitive Bidding for the Canal Winchester Municipal Complex Project, and Authorizing a Design-Build Delivery Method and Design-Builder Selection Process, and Declaring an Emergency ([Ordinance](#))

- Request to move to full Council

Sims stated this is to waive the normal public competitive bidding procedure and allow for a design build procedure; will select RFPs from contractors; same process as successfully used on the public service building; a fundamental difference in a design build process is bringing legislation in three steps, this is number one, prepare and solicit proposals from contractors and analyze them and determine if we want to continue with step two; this is about gathering the information, not spending dollars at this point; step two would be a preliminary service contract, list of required items and items wanted in the space; when ready to move forward then there will be a third piece of legislation for final contract. Amos asked about concerns from citizens about waiving competitive bidding; Sims replied they will invite contractors to submit proposals versus open public bidding that can be overwhelming to review; the contractors will be competing against each other; Amos stated one contractor will bid the entire process; Sims stated that is correct. Contractors may have their own in-house service providers of utilities, HVAC, etc. or they will use teams or local companies to work with, could be a cost savings, better product for a better price; they contractor will solicit bids for sub-contract work, not advertised publicly, they have companies they usually work with, will invite local companies to bid their work. Coolman stated the development time of year, this process eliminates a long waiting process to get started, doesn't this save a lot of time; Sims said there is a time savings with design build, the services start to overlap when construction starts, not waiting for step one to be completely done in order to begin step two; advantage to getting started with proposals now, possible to get a lot of work done while weather is still good; good time now to get proposals. Lynch talked about value engineering in construction, said he is familiar with design build process, ordinance is written saying council gives up right to award design build contract, will council be approving the final contract for the design build? Sims said we will have to come back to council to award the design build contract; this legislation allows the RFP process to begin, get the information and evaluate it. Lynch asked who make decision to go with certain contractor; Sims said the evaluation is done by city staff and our consultants; then decide they like a certain contractor, then will come back to council with preliminary services contract which is step two and will present it; here is the price and what they contractor will do, will have better and more complete information, more details; step two legislation is asking to move forward with process; then time to do the design and work out the details; afterward then come back with a design that we own and can alter or delay as we wish. Lynch stated getting bids is step one, awarding contract to design build firm is step two, final plan is step three; Sims agreed. Ordinance talks about number of design proposals; Sims said three is the standard language; will get at least three, probably four, and possibly five. Sims said there is a lot of information to decipher in the proposals and evaluate all of it. Amos asked if future legislation will be emergency documents; Sims said yes, to keep contractors on time. Bennett asked about how do you evaluate the bids when there are so many variables to consider; Sims said the design is not complete, but we give them an idea of what we want, we receive the proposal then we evaluate how they approach the job, how they answer questions, their process, how will we work together, meetings, establish a schedule for the services, evaluate costs and multiple ways to look at the costs, preliminary design fee, overhead costs, percentage fees; Sims works the numbers backwards and figures out cost estimates and see what bottom line will look like. Milliken asked about this preferential way to collect bids, would you use this same process in the future; Sims said you allowed for different contracting methods to be used; design builds are extremely common now, building projects lend very well to design build method, puts more risk on the contractor to think of what all is needed, doesn't fit as well with road projects or utility projects. Walker asked about the public service building being a design build; Sims said yes it was and it was a good learning experience, will invite the same contractor back. Amos asked about the time frame to have the RFPs out; Sims said probably by the end of the month, might be back to council for step two by April.

***Motion to move ORD 20-007 to full council made by Bennett;
seconded by Lynch***

Motion carried by the following vote:

Yes 6 – Bennett, Amos, Coolman, Milliken, Walker, Lynch

E. Reports

Matt Peoples - Peoples talked about the wet well at Northpoint Development; developer wants to get started on it; looking at purchasing the wet well ourselves, there are only a few contractors in the state that can do the fabrication work, there is a local company that can do it; will need to waive competitive bidding for this. Lynch asked what is a wet well; Peoples said a wet well is where all the sewages flows into and has the pumps in it, gravity sewer goes into a deeper structure and sends up to next gravity point, eleven in town, one is a little different near the pool, it is a wet pit, most are with submersible pumps down in the well.

Public Service Director's Report

Lucas Haire - Haire stated preliminary closing date for 45 Waterloo Street is February 12; the preliminary closing for Bixby and Rager Road development is March 3; a new restaurant near Meijer is Shooter4s Sports Bar and Grill, planning and zoning will hear final plan on this at February 10 meeting; they will also hear more information for office building at Winchester Office Park; Bigerton Bend should open soon as deeds have been signed and will be recorded soon. Bennett asked about exact location of Shooters; Haire replied.

Development Director's Report

Amanda Jackson - Jackson said she has closed out 2019, reports have been filed, W-2 are done; looking at large projects and working on creating a visual for you at next meeting to explain future project funding.

Finance Director's Report

F. Items for Discussion

Amos asked Peoples about dumping trash at Hanner's Park, had a resident say they saw someone dumping trash; Peoples said yes, they have been watching and monitoring this.

Lynch asked for an update on McGill Park and status of getting a design firm; Haire replied they have met with engineers and asked about their timeline for trails, etc.; state and federal cannot work out contract language; may break these out to get started; controlling board approved trail funds to ODNR, environmental clearances need done; phase one is still on hold until finalized contract is done, can't spend funds that we would seek reimbursement for through the gran process.

Lynch asked about where are we with working on police consultant to get an evaluation for our town, Hendershot said there is a six month period to add officers; Jackson said nothing has changed since we last talked about it, person in contact with has retired, have not heard from his replacement, understands they may be working on a developing a new process to achieve what we are asking of them and will not be ready until the end of March; Lynch asked if we should look at adding additional officers on our own,

the money has been budgeted, how do we get additional officers, Mayor said it is difficult to do, you can't just add two officers because we want them, they have to be available; Lynch said it is a six month process and Mayor said it is closer to a year process. Lynch said we are waiting on this evaluation from this consultant and they don't get back to us for six months, but we need more officers; Jackson said what happens if we hire them and we don't need them. Lynch said there is no question of not needing them, said nobody in town will say we don't need additional officers. Jackson said this is a conversation we have been having for quite a long time and one we should have with Sgt. Hendershot present; Jackson asked what exactly are the current deputies not doing that residents want to see them do, so that we can address that, but every time I ask this nobody can give me an answer. Milliken said he thinks residents want the due diligence to be done, to be sure we are doing the right thing financially, should not hire more officers without getting the hard facts before spending the funds. Coolman commented about joining with Madison Township and what can they bring to us. Bennett asked about initiating a process for additional policing, when would we have to make a payment, if we add an officer; Jackson said that is a question for the chief in Lancaster, last time they paid the officer's training time in their budget; would have to ask if they would do it that way again or if we would incur the cost of it up front.

G. Old/New Business

H. Adjournment

*Motion to adjourn made by Lynch; seconded by Amos
Motion carried by the following vote:*

*Yes 6 – Lynch, Amos, Bennett, Coolman, Milliken, Walker
Adjourned at 6:59 pm*