

CITY OF CHARDON SERVICE COMMITTEE MEETING
Meeting Minutes
June 17, 2021

Service Committee Members Present: Andrew Blackley, Jeffrey Smock

Also Present:

Ben Chojnacki, Law Director
Doug Courtney, City Engineer
Paul Hornyak, Public Service
Director
Becky Repasky, Secretary

Mate Rogonjic, Finance Director
Randy Sharpe, City Manager
Kevin Westbrooks, GPD Group

Andrew Blackley, Chairman, called the meeting to order at 4:00 p.m.

APPROVAL OF MINUTES

Mr. Smock made a motion to approve the minutes of May 27, 2021. It was seconded by Mr. Blackley. The vote carried 2-0.

INTRODUCE FORMALIZED TRAFFIC COUNT PROGRAM

Mr. Hornyak explained Staff is working with GPD Group's Kevin Westbrooks to develop a formalized Traffic Count Program for the City. It is to serve as a guide to the City and other entities that often request this information for development and tracking. GPD will then take the data and convert it to a useable format to be read by residents. This is anticipated to be done on a monthly basis rather than a reactive request.

Mr. Westbrooks shared through GIS, 'Street Light Data' from cellphones, can now be retrieved and is pretty accurate. There is no hourly breakdown but it can still be useful. The counter machines will still need to be used for detailed data.

Mr. Courtney commented the Public Service Code requires volume maps be up-to-date. Mr. Chojnacki asked is the required map useful. Mr. Courtney said once it is updated, it will be easy to maintain. Mr. Blackley inquired about the cost to do that. Mr. Westbrooks explained that will only be City labor time. The ultimate goal is to instruct Staff how to interpret the traffic data. Mr. Smock asked if this traffic data will be useful for economic development. Mr. Sharpe said yes. Mr. Blackley said it can be used for grants as well.

Mr. Hornyak explained no action is needed at this time.

Mr. Blackley formally amended the agenda to have Mr. Westbrooks speak on traffic calming.

Mr. Westbrooks provided the Service Committee initial guidelines for a Traffic Calming Policy in response to a resident's request to have speed bumps installed. He said the policy should include:

- Processing the resident's complaint
- Perform a brief and high-level evaluation
- If the issue is verified, review the specific location for applicable traffic calming
- Implement a method
- Follow-up/review after one (1) year

Mr. Westbrooks suggested contacting the City of Delaware to ask to use their document and get feedback about their policies. Mr. Westbrooks explained using speed bumps would mean installing and taking them out because of snow plowing.

Mr. Blackley said to work with Staff to determine what will be reasonable for the City of Chardon and bring it back to the Committee. Mr. Smock commented he would rather see more police stopping and issuing warnings to drivers, rather than a traffic calming option.

CONSIDER BACKUP EMERGENCY ACTION PLAN COORDINATOR AGREEMENT BETWEEN THE CITY AND LOECY DAM

Mr. Chojnacki explained on October 14, 2016, the Ohio Department of Natural Resources issued Order No. 1411-002, Geauga County re: Dam Safety (“Orders”) to a group of persons and entities (not the City of Chardon) who it believed owned the Loecy Dam. Since that time, the group of owners have been proactively working to address the Orders by conducting studies and preparing a draft Emergency Action Plan (“EAP”) and a draft Operations, Maintenance and Inspection Plan (“OM&I”) for implementation upon Ohio Department of Natural Resources’ review, comment, and approval. Mr. Chojnacki explained the City is not an owner of Loecy Dam. Signing this Agreement does not make the City an owner or expose it to a potential argument that it has assumed responsibility as an owner of the Dam. As a part of the EAP, the Loecy Dam owners want to designate a “Backup EAP Coordinator” who could assist in emergency situations with the furnishing of certain materials, equipment, services, and personnel to Dam owners when that work is required by the approved EAP. The current coordinator will be the Geauga Park District.

This will designate the City to furnish certain materials, equipment, services and personnel to the ‘Group’. The City will provide necessary police services, materials/equipment that include: one (1) backhoe with qualified operator, one (1) dump truck with qualified operator, aggregate fill material, group materials, and fuel store tanks. The City will invoice the ‘Group’ for incurred costs of personnel, labor and materials. Mr. Chojnacki explained the price will be determined on a blue-book value for services.

Mr. Chojnacki explained he will finalize with the other ‘Group’ lawyers to finalize a couple items.

Mr. Blackley said this Agreement is a good idea. He asked if the Dam were to fail, would Industrial Pkwy be affected? Mr. Courtney said yes as well as some homes and Bridgewater.

Mr. Smock was pleased the document clearly states the City is not the owner.

Mr. Smock made a motion to recommend to City Council the adoption of an emergency resolution to adopt this agreement. It was seconded by Mr. Blackley. The vote carried 2-0.

LED STREET LIGHT UPDATE

Mr. Hornyak explained Staff has submitted to First Energy Engineering a CEI Street Light Request Form along with a copy of a draft spread sheet listing 201 street lights to convert from High Pressure Sodium and Mercury to LED. Once this 4th round is complete, the total street lights converted to LEDs will be approximately 518 out of the 728 the City is billed for. The balance of the lights will then be converted under First Energy’s “Failure Agreement” authorized by the City Manager in 2020 which will allow First Energy to change out the complete fixture at no cost to the City.

LED TRAFFIC LIGHT UPDATE

Mr. Hornyak reported on June 9th, Signal Services completed upgrades to Traffic and Pedestrian Signals switching from incandescent bulbs to LED lighting. This work was funded in part by, NOPEC Energizing Communities Grant. He said the pedestrian signals are brighter and have a count down for crossing the street.

EV CHARGING STATION UPDATE

Mr. Hornyak explained the EPA has given approval for the \$30,000 grant to install two (2) electric vehicle charging stations at 106 Water Street. Staff will work with EV United out of Columbus to get the equipment. This company is on State Bid. The City will receive quotes for actual installation of the stations.

OTHER BUSINESS

Mr. Courtney provided the Committee with information regarding Reclaimite requested at the previous meeting. Mr. Courtney said this does enhance the life of the street by 3-5 years with an average savings to the City of approximately \$50,000. Mr. Blackley requested that information be sent to him.

EXECUTIVE SESSION – none

ADJOURN

Mr. Smock made the motion to adjourn. Mr. Blackley seconded it. The meeting was adjourned at 4:44 p.m.

Respectfully Submitted:

ANDREW BLACKLEY, SERVICE COMMITTEE CHAIRMAN

Rebecca Repasky, Secretary