

OUTSTANDING CITY COUNCIL AGENDA ITEMS

City of Ashtabula – City Council

As **JULY 16, 2010**

Call Clerk of Council at (992-7119 or x219) with agenda items

COMMUNITY DEVELOPMENT and PARKS & RECREATION – Wednesday, August 4, 8A – 2nd Floor Conference Room - (CHAIR: James Trisket)

1. N. R. D. Funds and Planning – (Jim Trisket)
 - 12/2 – Chair presented Committee with packet; outlined process; will be diligently working to see if City can obtain some of these funds
 - 1/12 – Chair provided information to Committee and will continue to keep posted
 - 2/5 – Chair asked Clerk to hold Thursday, 3/11, 6p, for meeting with Sig Williams, Fish & W/life representative, P&R Board, Harbor Area Steering Committee
 - 5/5 – Discussed with Solicitor and Manager; Committee voted to spend \$2,000 of Recreation funds to have title searches conducted; committee to take to full Council at 5/10 special meeting

ECONOMIC DEVELOPMENT/PORT AUTHORITY – Wednesday, August 11 – 6p Municipal Building 2nd Floor Conference Room- (CHAIR: Ann Stranman)

2. Discuss possibility of recognizing Urban Meyer on Welcome to Ashtabula sign and/or West Ave. Overpass (Suggested by Steve Sargent)
 - a. Status Update
 - 3/22 - Chair forward Meyer letter draft to Clerk of Council for comment
 - 3/2010 - Chair sent email to Rick Pugliese and Tom Penna regarding Meyer but hasn't heard back
 - 4/14 - Chair has not heard from Pugliese and Penna; will keep committee updated
 - 5/3 - Chair emailed Rick and Tom to see if contact was made with Mr. Meyer
 - 7/1 - Chair reported Mr. Meyer is interested, is not available to late June 2011 to be present for a dedication; notified Manager, Manager's Executive Assistant Sanders, Council, Chamber President Timonere, Port Authority ED Director McFarland of this development and that all festivities to include Meyer should be placed on hold
3. Downtown/Main Avenue/ADDA Activities
4. Mission Statement
 - 4/7 - Councilor Pugliese asked Clerk to check 2002 Revitalization Plan for mission statement; Clerk didn't find a mission statement but did find items of interest in the creation of such statement and forward to all members of Council
 - 4/14 - committee reviewed Geneva's statement; will work on City's
 - 7/14 - Chair reviewed she and the clerk's suggestions; invited everyone to contribute; will wait to see if others comment
6. Engineering Permit Fees
 - 5/12 - PSS Iarocci told Committee EAA Corbissero suggests the fees to amended and provided sample fees schedules for the Committee review; Manager said he, PSS Iarocci and EAA Corbissero will review sample fee schedules and make recommendation for changes to COA's
 - 7/2 - Clerk advised Chair of conversation with EAA Corbissero regarding no movement on his matter and how that revenues are being lost

7/14 - EAA Corbissero presented proposed fees changes; committee discussed and made suggestions; Manager said he, the Solicitor and EAA Corbissero will work on this and present a recommendation to the committee

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Economic Development Committee (cont'd)

Pending

1. Tap-in Fees (including John Locke's waiver request if not settled on 4/5)
 - 1/13 - City Manager told Committee he and Solicitor would draft proposed legislation and present it to Council after the Manager researches tap-in fees of surrounding areas, for the purpose of being more competitive
 - 4/5 - Manager to let Mr. Locke know of Council's decision to deny his waiver request
 - 4/14 - Manager to provide committee with update on proposed legislation; Manager to let Mr. Locke know of Council's April 5 decision to deny his waiver request; Manager has one more sample legislation to secure, as former pipe size suggestions of Councilor Lattimer, has most of proposed legislation drafted, will combine verbiage and numbers and present legislation; Manager again suggested "tap-in" be changed to something more fitting for the activity - this has been a long standing suggestion and should be included in proposed legislation for committee's review
 - 5/12 - Committee placed on hold at Manager's request; item will remain on this report
 - 5/18 - Clerk asked Manager for copy of Locke denial letter
 - 5/27 - Clerk made 2nd request for copy of Lock letter
 - 6/7 - Manager said he did not send because only Council may waive; Clerk forwarded response to Chair and Councilor Lattimer to allow them to respond
 - 6/10 - Chair reminded Manager of 4/5 and 4/14 agreement
 - 7/6 - Clerk reported Locke had not been sent a letter and offered to do so on Council's behalf
 - 7/14 - Clerk had president sign letter
 - 7/16 - Clerk mailed the letter and will remove this item from report at next update

FINANCE & PERSONNEL – Wednesday, August 11 – 9a – Municipal Building 2nd Floor Conference Room – (CHAIR: Betty Kist)

1. 2010 – 2015 Depository Services (Treasurer)
2. City Auditor's Report (Auditor)
 - a. Financials
3. Union Industrial Reimbursement (for AAA Pipe Company change order)
 - 11/2 - The Chair reported sometime ago Council requested the Manager write Union Industrial Contractors, the company he felt was responsible in reimbursing the City for a change order performed by AAA Pipe Company. The Chair reported a copy of the correspondence has not yet been provided. The Chair would like a status report. The Vice President asked the City Solicitor if he had any follow up on the pursuit of change order payment by UIC. The Solicitor replied no, but that he could address some of the other points. He stated there is an open purchase order for the assistance of Ulmer and Berne regarding the Regional Sewer Agreement negotiations and their participation in that was authorized by Council. He reported the Saybrook Tap-in file does not disclose that any City official waived the fee. He said the only thing he has seen is repeated request from Saybrook that there be a waiver and repeated request for payment from the City.
 - 01/19/2010 – Chair asked if payment received; Manager replied UIC has not responded and suggested the best course of action is to contact them, and if not satisfied with the outcome have the Solicitor make contact.
 - 3/9/10 – Manager absent from meeting – Committee asked that this remain on agenda roster
 - 4/5 – Chair asked Manager if he will be able to report; Manager agreed to provide written update
 - 5/12 – Manager reported UIC has not responded; Solicitor to write letter now

PENDING

1. \$25,000.00 unpaid Saybrook Township tap-in fee
 - 11/2 - He reported the Saybrook Tap-in file does not disclose that any City official waived the fee. He said the only thing he has seen is repeated request from Saybrook that there be a waiver and repeated request for payment from the City.
 - 11/09 – Manager to present City's request for payment to Trustees
 - 01/19/2010 – Discussed at Pre-Council Meeting
 - 1/19 – Chair asked status; Manager replied Saybrook has not responded; suggested the City not pursue collection for the next couple of months based on he being in discussion with them about one or two items; no further comment was made or question asked
 - 3/9/10 – Manager absent from meeting – Committee asked that this remain on agenda roster
 - 4/5 – Chair asked Manager if he will be able to report; Manager agreed to provide written update
 - 5/12 – Manager reported numerous letters written but ignored; Solicitor to write letter today and send; Township believes because they razed three houses to build new garage they decreased their sewer usage and object to being charged for a new construction tap-in; Manager and Auditor suggests City not pay 2010 dispatch fee until this matter is settled
 - 6/2010 – Council, Manager, Solicitor discussing

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[PRE-COUNCIL MEETING – Monday, July 19 – 6p – Council Chambers \(CHAIR: Charles Brockway\)](#)
William Web Resolution Request (Jim Giannell, Planning Commission President)

[PUBLIC UTILITIES and SCHOOLS – \(SCHEDULED AS NEEDED\) - \(CHAIR: August Pugliese\)](#)

[PUBLIC WORKS - Tuesday, September 7 - 8a - Municipal Building 2nd Fl Conf Room,](#)
[\(CHAIR: Julie Lattimer\)](#)

1. 2010 PAVING PROGRAM
5/3 – Chair told Clerk ET Close provided program list; to be reviewed at 5/4 committee meeting
5/4 – PSS Iarocci presented list, reported EA Sanders to let bids in mid May; Chair as if bids could be let sooner
6/1 – Ward 2 Councilor asked for paving update; Chair had not been provided with such
2. Traffic Control Requests
 - a. Route 20 & Station Avenue Traffic Light
5/27 – Chair advised Clerk she sent email to Manager letting him know Committee okay with paying half the cost if School Board paid other half; Chair has not received a reply; Chair suggested it not be placed on the 6/1 Committee agenda
7/6 – PSS Iarocci suggested waiting until traffic grant status is known; perhaps this may be included; Chair will check with Manager to see if he notified School Board of City's decision to financially contribute
 - b. Alley between East 18th and 19th Streets
5/12 – Chair asked that parking in alley between East 18th and 19th Streets be placed back in committee and no prior action agreed upon be taken
5/27 – Chair has not received a reply from correspondence she sent regarding this matter; Chair suggested it not be placed on the 6/1 Committee agenda
7/6 – Chair will speak with Solicitor to determine best route to take in resolving
 - c. West 41st Street Speed Limit
5/26 – Clerk asked Chief Stell to have study conducted on request to have speed limit reduced from 25 mph to 15 mph
7/6 – Chair said she requested study; has not received a recommendation; and will follow up
7/12 Captain Cornelius made inquiry; clerk responded to chief
7/15 – Chief Stell provided recommendation; Clerk forwarded it to committee for review prior to their September 7 meeting; remove from report with next update
 - d. Request 4-Way Stop at West 58th Street and Nathan Avenue (Trisket)
7/6 – Chair to request traffic study
7/12 Captain Cornelius made inquiry; clerk responded to chief
7/14 – Chair reported to ED Committee that PW would not meet in August
7/15 – Chief Stell provided study; clerk submitted to committee for review prior to their September 7 meeting; remove from report with next update
3. Traffic Sign Inventory (Stranman's email to Lattimer on 5/11)
5/27 – Chair asked that this be placed on the 6/1 Committee agenda
6/1 – Chair reported PSS Iarocci said department has inventory and will get list of such to Chair; PSS Iarocci not at meeting therefore Chair will have him check with City of Geneva to see how they proceeded
7/6 – Committee reviewed June 2010 Star Beacon article about what G-O-T-L is doing; PSS will contact G-O-T-L to find out how they were notified and determine what is needed; PSS said a municipality should wait to act until notified by the state; chair suggested a notice might have been sent but did not reach PSS
4. EPA to speak to Committee in September about Curbside Recycling
5. Review CO 1149-01 – 07 Off Street Parking

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Public Works Committee (cont'd)

PENDING/HOLD

1. Traffic Control File (Organization of)
 - 6/15 – Chair suggested traffic map & file legislation be organized in such a fashion that we can more readily find the current status of a traffic control device at a particular intersection, the number and location of handicap parking spaces, etc. The Chair agreed it is a good idea 9/2 – Clerk asked to find out proper name of traffic control document
 - 9/21 – Clerk emailed Police Chief to ask what proper term is “traffic control map & file” or “traffic control file”
 - 10/02 – Engineering maintains file; there is no map
 - 10/06 – Committee will make recommendation to set name right when changes for organizing the files are made
 - 12/2 – Chair hoping to have report in January – discussed ideas with Solicitor
 - 2/2 – No update per Chair
 - 4/6 - Chair is to meet with Solicitor this month
 - 5/3 – Chair asked Clerk to move to pending agenda – has not had opportunity to set up appointment with Solicitor

2. Sewer Cleaning Schedule
 - 9/2 - The Committee requests that Mr. Boyle provide a map of the main and laterals. The Committee wants to ensure that a maintenance schedule is being worked on, realizing the problem areas have to be dealt with first
 - 9/8 – President said his understanding was that a schedule was to be devised; Chair reported the areas in need of attention would be worked on first and then the schedule set; Chair asked Manager to provide whatever map the City has for the sewers; Manager reported laterals are not on the maps because they are not the City’s responsibility
 - 9/9 – Engineering Technician Close provided map for one area to Clerk
 - 10/06 – Committee discussed; will take to 10/13 work session to discuss funding
 - 10/19 – in Pre-Council Manager reported map he provided Committee denoting Phase 1 is really Phase 2
 - 11/9 – Manager reported estimated cost will be \$135,000 plus design engineering and construction management costs bringing estimated total to \$150,000 – Manager provided Clerk with email copy from Bill Boyle, GGJ, Inc. to Dave Close, Engineering Tech
 - 12/2 – PSS & ET asked how Sewer Cleaning Schedule is going to be funded – said using some OPWC for West 30th Street project to do some of the schedule; PSS reported some cleaning has been done – committee asked for copy of list of plan; Chair replied it should be treated like the annual street paving
 - 2/2 – ET Close announced cleaning to begin on West 9th (n) & Ohio Avenue (w) when funding available; and that he would provide a written plan
 - 4/6 – Per Chair, Councilor Pugliese, Manager, ET Close plan received; Clerk notified she did not have a copy – someone to provide it to her; Chair asked for ET Close to look for grants; matching funds will be needed; ET Close out in May
 - 5/3 – Chair asked Clerk to move to pending agenda

3. Train Whistle Silencing
 - 10/19 – Committee will revisit – Ward 1 Councilor and former railroad employee will provide Committee with legislation outlining signage and gates required and cost for such
 - 12/2 – Ward 1 Councilor has not submitted requested information; Chair asked Clerk to seek help of Solicitor
 - 12/4 – Clerk emailed this portion to Solicitor and asked that he contact Chair for more details
 - 12/7 – Chair notified Clerk that Committee agreed that Ward 1 Councilor Rose was going to be asked to contact the railroad to determine the City’s responsibilities if train whistles are silenced (fiscal and otherwise); the Clerk emailed request to Ward 1 Councilor and placed a hard copy of request in Councilor’s mailbox; Chair reminded Councilor of request made to him
 - 1/18/10 – Chair asked Councilor Rose for status; Rose replied he had to call the gentleman responsible for providing the information
 - 2/2 – Chair reported Ward 1 Councilor scheduled to speak with someone when in Cleveland on 2/4
 - 2/8 (week) Ward 1 Councilor took really ill – follow up on hold until he returns
 - 4/5 – Chair offered to call Brian Johnson (Norfolk/Southern) manager
 - 5/3 – Chair told Clerk called Brian Johnson but has not received return all; will call again and if receive no reply will try something different; chair asked Clerk to move to pending agenda

REGULAR COUNCIL MEETING – Monday, July 19, 7p - Council Chambers -
(CHAIR: Charles Brockway)

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[SAFETY FORCES - Wednesday, July 21, 8a - Municipal Building 2nd Floor Conference Room – \(CHAIR: Joseph Rose\)](#)

1. Civil Service Rules & Regulations Amendments (Civil Service Commission)
2. Fire Department
 - a. Fire Chief's Report
 1. Civil Service Rules & Regulations re: upcoming Promotional Testing
 - b. Alarms

12/21/09 – Clerk provided Committee with sample legislation from Shaker Heights, Warren & Youngstown
1/15/10 – Fire & Police Chief's, Councilor Trisket & member of community to meet 1/20 @ 8a to discuss
1/20 – Fire/Police Chiefs, Councilor Trisket & Security Technologies (ST) met
1/22 – Fire Chief to review sample legislation Clerk provided and make recommendation; he suggestion no need to meet again at this time
2/1 – Pre-Council discussion re: proposed state legislation; required notice posting; mandatory fines; committee would like something drafted for their review since state regulations are not yet in place
2/18 – ST suggested another meeting
2/19 – Clerk submitted ST's suggestion to 1/20 meeting attendants
3/17 – Committee discussed with Fire Chief, Police Captain Bradley & L. DeGeorge (Security Technologies); agreed to have representatives from Fire and Police departments and DeGeorge draft proposed legislation for Committee's review
5/19 – Chief reported False Alarm legislation on books is unenforceable; Chief presented 1501.18 Regulation of Automatic Alarm System proposed legislation for review; Mr. DeGeorge agreed with the proposed legislation, will provide comment and his technical expertise to the Chief, the Chief will incorporate them into his draft, return it to the Clerk of Council for placement on a Safety Forces Committee agenda.
5/26 – Chief informed DeGeorge he has not received his comments and can not move forward until they are submitted.
 - c. Installation, Monitoring and Operation Companies

4/7 – Clerk sent draft alarm company proposed legislation to Committee & DeGeorge and advised that it would be discussed at Committee's 4/21 meeting
4/21 – Chief discussed with Committee and will speak with Solicitor regarding civil penalties; Clerk asked Chief to provide definition section and comment on how smoke alarm installations will be affected by proposed legislation; DeGeorge told Clerk he would provide his suggested verbiage for consideration at the May Committee meeting
5/19 – Committee discussed proposed legislation with Fire Chief and DeGeorge; DeGeorge will provide electronic copy of his suggested verbiage for the legislation; Chief had not received Solicitor's comments on proposed legislation but will urge the Solicitor to provide; Clerk received DeGeorge's suggested verbiage and forwarded it to the Chief; the Chief will incorporate Mr. DeGeorge's recommendations into that which has been submitted to the Solicitor for review and will send the final proposed version to the Solicitor for review and to the Clerk of Council for notification that this has been done.
5/21 & 5/24 – DeGeorge reminded Chief to provide his suggested verbiage for DeGeorge's review
5/26 – Chief presented final proposed draft to Solicitor and Clerk for formal drafting; Clerk forwarded to Council for comment
6/14 – DeGeorge submitted his suggested verbiage to Chief and Clerk

[WORK SESSION - Monday, August 9 - 6:00p - Municipal Building 1st Fl Council Chambers – \(CHAIR, Chuck Brockway\)](#)

1. Review Council Rules 8 and 15 (Censuring)

2/8 – City Solicitor suggested he speak with the OML for direction
7/12 – Solicitor submitted comment; clerk forwarded to council for review
2. Review Council Rule 9 & determine if what to change to cause "council meetings" to mean "all meetings of Council"
3. Work Sessions (voting at; determining whether it is a "regular meeting" and all applicable requirements regarding regular meetings apply) make a special meeting
4. Review Council Rule 14 (other than legislation from the mgr pursuant to Charter 27)

7/12 – Solicitor submitted comment; clerk forwarded to council for review