

# OUTSTANDING COMMITTEE AGENDA ITEMS REPORT

City of Ashtabula – City Council  
As **FEBRUARY 26, 2010**  
Call Clerk of Council at (992-7119 or x219) with agenda items

## COMMUNITY DEVELOPMENT and PARKS & RECREATION – Wednesday, April 6, 8A – 2<sup>nd</sup> Floor Conference Room - (CHAIR: James Trislet)

1. Harbor Community Development Plan (Housing Director)  
12/2 – Director working on Plan; will keep Committee posted
  
2. N. R. D. Funds and Planning – (Jim Trislet)  
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

## ECONOMIC DEVELOPMENT/PORT AUTHORITY – Wednesday, March 10 – 6p Municipal Building 2<sup>nd</sup> Floor Conference Room- (CHAIR: Ann Stranman)

1. City Website Redesign
  - a. Discuss status w/Systems Analyst (SA) Pfouts  
2/9 - SA reported "a member of Council" asked that this be placed on hold; I advised the SA that the Chair should be notified  
2/16 - in pre-council meeting it was reported that the Manager placed the project on hold due to financial crisis; Chair reported funds were secured and were to be paid from 2009 and 2010 monies; thought project was underway; Clerk reported she inadvertently discovered this had taken place and asked that when it involves Council that she be notified, especially when a vote of Council has been taken approving action
  
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. Tap-in Fees  
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. Downtown/Main Avenue/ADDA Activities
  
5. Mission Statement

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### FINANCE & PERSONNEL – Wednesday, March 10 – 9:00a – Municipal Building 2<sup>nd</sup> Floor Conference Room – (CHAIR: Betty Kist)

1. City Auditor's Report (Auditor)
  - a. Financials
  
2. Local Preference Legislation (referred back to committee at 7/20 pre-council meeting at request of chair)  
8/12 – Randy Bates scheduled to meet with City Solicitor in afternoon; will ask Solicitor to relay outcome to Clerk of Council; Committee asked that item be placed on Council's August 17 Pre-Council agenda  
8/17 – Discussed at Pre-Council meeting; Solicitor to draft legislation for review by Committee in September  
12/10 – Clerk sent last proposed legislation draft; asked for Council input; Committee to discuss in January
  
3. Restructuring  
10/19 – Council asked Manager for complete outline of restructuring process to include what has taken and will take place; and submit it to them prior to the Committee's November 11 meeting  
10/24 – Chair agreed to cancel the November meeting at the Clerk's request  
11/2 – Manager submitted 1.5 page document addressing two departments; document was void of details necessary for a thorough review by Council; Council asked for flow chart, salaries, & job descriptions related to restructuring  
11/9 – Manager presented flow chart for his overall suggested restructuring; document is good to have, requires changes to be made, but is not what Council requested in light of what Manager presented on 11/2; this Committee Chair asked Manager for job descriptions and salaries in relation to his 11/2 document; Ward 4 Councilor asked for flow chart; Council also desired that the process of restructuring be done in an orderly manner with all components in place, including Council's review of such, prior to executing changes  
12/14 – Chair advised Council & Manager that requested information has not yet been received
  
4. \$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
  
5. 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.
  
6. Harbor Coal Dust  
1/19 – Chair asked for status; Manager replied he is in negotiations with defendant about the lawsuit, and that he has been asked not to discuss the details outside of the discussion setting, but at the rate things are going he should have a report to Council in 6/7 weeks

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## FEBRUARY 26, 2010

[PRE-COUNCIL MEETING – Monday, March 1 – 6:00p – Pre-Council Chambers \(CHAIR: Charles Brockway\)](#)

[PUBLIC UTILITIES and SCHOOLS – \(MEETING DATE/TIME TBA\) – \(CHAIR: August Pugliese\)](#)

[PUBLIC WORKS - Tuesday, April 6 - 8a - Municipal Building 2<sup>nd</sup> Fl Conf Room,  
\(CHAIR: Julie Lattimer\)](#)

1. 2010 PAVING PROGRAM
  - a. Nathan Avenue street repairs (grading, paving and repairing potholes) (submitted by Councilor Trisket at 12/21 regular meeting at request of petition signers)
    - 2/2 – ET Close & PSS Iarocci suggested doing nothing until 2011 when railroad overpass completed
    - 2/26 – Chair cancelled March 2 meeting; she’s going to speak with PSS Iarocci/ET Close regarding the paving list
2. Traffic Control Map & 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
3. 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 brining 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 30<sup>th</sup> 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 9<sup>th</sup> (n) & Ohio Avenue (w) when funding available; and that he would provide a written plan
4. Traffic Control
  - b. Route 20 & Benefit Avenue - Place “no turn on red” sign on pole so can be seen at night (Flack)
    - 12/2 – Flack said sign is too high; suggested it be lowered and placed on a pole; PSS will have Traffic Foreman review
    - 2/2/10 – PSS, again, said will have Traffic Foreman review
5. 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
6. Sanitation Pick up ( tossing trash cans & pattern of route [picking up one side of street at a time] )

# Ashtabula City Council Outstanding Committee Agenda Items Report

## FEBRUARY 26, 2010

### Public Works Committee

#### PENDING/HOLD

1. Traffic Signs/Lights
  - a. LJB, Inc. Traffic Signalization Study
    - 1/7/09 – PSS to obtain study update and present to Committee on February 4
    - 2/9 – PSS reported he and Engineering Technician Close met with representative; went to each intersection; discussed; will fact report; LJB, Inc., will submit grant application by March 1
    - 2/17 – State if Ohio placed all grant applications **ON HOLD** until federal stimulus package distributed
    - 4/1 – Committee asked PSS to ask LJB if City has traffic signalization repaired before grant action is taken will this affect the grant outcome/reimbursement
    - 7/1 – PSS Iarocci reported Executive Assistant to Manager Sanders might be applying for additional signalization grant under the energy stimulus funds; Chair inquired to Ms. Sanders and awaits a reply
    - 10/06 – Committee asked Clerk to ask PSS for update
    - 12/2 – Chair asked that this remain on report
    - 2/2/10 – committee voted for the full version partial rebuild; agreed grant application should be filed this year; last 80/20 year; project would be performed in 2012
    - 2/16 – Council agreed with full version & requested legislation authorizing PSS Iarocci to proceed with having grant submitted
  - b. Center Street & Elm Avenue
    - 5/6 – Review traffic signal. This intersection sees less traffic than East 46th and State Rd. Why can't we have a flashing four-way stop light similar to it? Plus the pedestrian light is always working- without any pedestrians in sight (C. Sheldon)
    - 12/4 – Chair asked Clerk to ask Police Chief for study; Chief suggested full signalization remain in place due to traffic volume
2. Walnut Beach Signage (**SUBJECT ON HOLD UNTIL FUNDS SECURED**)
  1. Walnut Beach **Park** Sign

**STATUS:** Ann stated that she received a sign that the board thought "OK" but busy. However, she thought that the CD committee found the sign too expensive and was in the process of finding a new sign.

    - 12/08 – Council abolished the EDD position
    - 12/2 – Chair said matter still in hands of Architectural & Restoration Review Board (ARRB) and asked Clerk to follow up
    - 12/4 – Clerk emailed Item 3 to Ann Rapose, ARRB Chair
    - 2/2/10 – no update
  2. Walnut Beach **Entrance** Sign

**STATUS:** Ann stated that she thought there was discussion of using a gold reflective paint on the wooden sign so that it would be more visible. The committee had no problem with this, however, I don't know if that has gone forward or is still part of the discussion.

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    - 2/2/10 – no update
  3. Walnut Beach **Directional** Signs

**STATUS:** Economic Development Director Alicia McFarland has samples of signs and believes the pricing will be about the same as the downtown signs. She is working on a quote for us.

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    - 2/2/10 – no update

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**FEBRUARY 26, 2010**

**REGULAR COUNCIL MEETING – Monday, March 1, 7:00p - Council Chambers -**  
**(CHAIR: Charles Brockway)**

**SAFETY FORCES - Wednesday, March 17, 8a - Municipal Building 2<sup>nd</sup> Floor Conference Room -**  
**(CHAIR: Joseph Rose)**

1. Fire Department
  - a. Fire Chief's Report  
  
\* False Alarms – Legislation Amendment  
12/21 – 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  
1/22 – Fire Chief to review sample legislation provided by Clerk and make recommendation; he suggestion no need to meet again at this time
  - b. Q & A
2. Prohibit Texting while operating a motor vehicle (Chair)  
(Review sample legislation)  
1/20 – Fire/Police Chiefs, Councilor Trisket & Security Technologies (ST) met  
1/27/10 – Clerk obtained sample legislation & submitted it to Solicitor for draft of proposed legislation for Committee's review  
2/2 – Discussed briefly in Pre-Council  
2/18 – ST suggested another meeting  
2/19 – Clerk submitted ST's suggestion to 1/20 meeting attendants
3. CO 509.08 Minor Curfew (review summer month restrictions)

**WORK SESSION - Monday, March 22 - 6:00p - Municipal Building 2<sup>nd</sup> Fl Conference Room –**  
**(CHAIR, Chuck Brockway) (This meeting has been moved from March 8 to March 22)**

1. Review Council Rules 8 and 15