

CITY OF TWINSBURG, OHIO

CAPITAL IMPROVEMENTS BOARD / FINANCE COMMITTEE MINUTES

August 30, 2022

CALL TO ORDER:

Charles Kane called the meeting to order at **5:30 pm**.

1. ROLL CALL:

Present: Shelley Shipley, Sharyn Price, Bryan Waldorf, Eric Hornyak, Charles Kane
Council members present: David Post

Also present: Sarah Buccigross – Finance Director

2. AUDIENCE PARTICIPATION: None presented

3. APPROVAL OF MINUTES FROM 8/23/22 MEETING:

Shelley Shipley MOTIONED TO APPROVE THE AUGUST 23, 2022 MINUTES AS WRITTEN. Eric Hornyak seconded the motion and the motion passed unanimously.

4. COMMITTED LEASE /FINANCE PAYMENTS:

- Total committed lease payments: \$437,500.

5. DEPARTMENT HEADS-2023 BUDGET REQUESTS:

- Chris Campbell, Public Works Director
- Service Department: Equipment - Fred Bissell, Fleet Manager
 - 5-Ton Truck (2) Year 1 of 3:* These will replace the trucks they have now which will be 20 years old by 2024. The old trucks are Sterling's which was bought by Freightliner, so the trucks are obsolete and parts are now difficult to find. Fred has to find used parts in junk yards. A question was posed on the request for a truck last year (2022 budget). The truck that was approved last year, is still being outfitted and is still not in service yet. It will take up to two years to receive these two new trucks once approved.
 - 4WD Pick-Up Truck w/Plow:* Current 2009 truck was used by Parks & Recreation, the cab and body are worn out, due to rust. Last year (2022 budget) two trucks were approved, but have not been ordered yet, because due to COVID production was cut off early and the state bid contract expired. Fred states that they are waiting for the contract to open up again. Once ordered it will take about six months to receive them. If the service life on the pick-up trucks can be shortened before they become junk, fleet can get more from the return on sale to make overall operating costs lower.
 - Zero-Turn Mower (2):* \$18,000 each. The service life on these are being shortened, which will allow for more than half of the original cost to be recouped when sold.
 - Bucket Truck:* Sarah stated that this request has been put on hold until 2024.

Chip Boxes (2): These are stainless steel boxes that slide into the back of the dump trucks used for the chipping program. These will replace two older units that over 20 years old, are made of regular steel and now have holes in them. Stainless steel will cost more, however they should last 30 to 40 years.

2WD Pick-Up Truck (2): These will replace two older trucks that are used daily for all service jobs. The old trucks will be repurposed to use in other departments: one for the golf course (currently borrowing one from service) and one for the fitness center (current truck is over 20 years old).

Water Trailer: Sarah stated that this request has been put on hold until 2024.

Fuel Dispensers: There were fuel dispensers located between police and fire and at the service department. The ones by police were taken out due to leaks and everyone now uses the one at service. The current one is over 40 years old, parts are obsolete, and no more parts can be used from the one from police. This does not allow for a backup plan if the unit goes down. This will be for two above ground gas pumps at the service department. The underground components are still working well.

Rooftop A/C Unit: Dennis Szydlowski reported that this will replace the oldest unit above the Mayor's wing that went out four months ago. The new one will be more efficient.

HVAC Controls Upgrade: This will be for the police department, as the current one is outdated and isn't controlling the humidity anymore. The controls bring in fresh air and remove bad air. Currently each A/C unit on the roof has its own controls, which no longer work well with the newer units. This upgrade will control all the new A/C units on the roof.

- **Waste Water Treatment Plant:** Nate Zuege, Wastewater Superintendent
New Sludge Hauling Truck for WWTP: This is to replace the current truck (2006), which has been out of service for over a year. It has had multiple engine rebuilds, including an entirely new engine. It cannot have another one due to a flaw with the system designed by International - who was the only one building that system. Due to this flaw, International was forced into bankruptcy. The truck has been stuck at a dealership for a year because International and the dealership refused to stand behind the warranty. This truck will be used to haul sludge from the WWTP to the ground sites in Medina.
I & I Improvements to Collection System: This will lower the flow in the sanitary system in some neighborhoods by placing dishes in the manholes to prevent rainwater from entering where only sewer water should be going.
#3 Effluent Pump Replacement: One pump was replaced last year (2022 budget), and a second one still needs to be replaced. The current one has a bent shaft and while still usable, there is no backup if it fails.
Vactor Truck Frame Repairs: There are cracks in the frame of the current truck that have continued to spread, so repairs are needed to extend the life of this truck by 5-8 years. A new truck would cost over \$500,000.

Industrial Pretreatment Program Flow Meters (2): The current units have not been operational for a handful of years. This is needed to determine how the flow is in certain manholes, to make sure the system is still sized correctly. Hiring a company or consulting team to monitor it is not cost effective.

Lab Equipment Replacement: Auto Clave: Equipment used to clean lab dishes. The current one is over 30 years old and parts to fix it are not available anymore.

Lab Equipment Replacement Water System: Equipment that produces deionized water used for lab analysis. The current system is over 25 years old.

- **Waste Water Treatment Plant Project:**

Design Process Planned for 2023-1.3 million: On the original request it was discussed that cash (\$1.3 million) would be paid up front for the design aspect of the project. However a 0% Design loan was found to be available through Ohio EPA. The design loan can be rolled into the Construction loan. The 1st payment would be due 1 year after design completion (expected for late 2023).

Three-Pronged Project-15.36 million (including design):

- *Equalization Basin:* Will add an additional million gallons of storm equalization storage needed due to picking up the flow from Reminderville. This will prevent any discharge of sanitary waste into Tinker's Creek. The two current tanks have been full two times without the Reminderville flow. Question: Does Reminderville contribute to the cost of this system? Sarah said they pay a monthly fee for being connected to the system and an upfront payment of \$1.9 million from Reminderville will be paid for this part of the project.
- *Tertiary Treatment:* Currently there are micro-strainers that are 40 year old. Micro-strainers take out organic material before water is treated again. Parts cannot be obtained for the current ones anymore. Replacements will be more efficient and cost effective.
- *Disinfection- from Chlorine to Ultra Violet:* Will update the current chlorine gas disinfection system by replacing it with an ultra violet system. This is used to kill any E.coli bacteria in the water. The new system will eliminate the safety hazard of having chlorine gas on site. Getting chlorine delivered has also been an issue during COVID and WW has had to change suppliers. The price for chlorine has tripled since last December. The new units use electricity to sterilize water. Chlorine is considered a forever chemical, which the EPA is now researching. This will help against future EPA regulations for forever chemicals.
- *Design for Sludge Storage Building \$130,000:* This is being put on hold until more information is reviewed.

6. CAPITAL LISTING UPDATES:

- Sarah had a meeting with the people running the grant, and it was determined that the ODNR Grant can be broken up over 2023 and 2024. It has been suggested that the bathroom and playground should be done in 2023, and the ADA project in the future. This is a timing issue that engineering recommended since there is dirt that will be removed from one project that can be used in the ADA project to save money.
- The funding sources for the Fitness Center roof are still being determined. Sarah asks that the Capital Improvements board approve going forward on the project without a solid financing number.
- Fleet Requests: Fred Bissell, Fleet Manager
 - Building and Engineering Vehicles: A vehicle is needed to replace one of the building hybrid vehicles used since 2012 is 10 years old and has 120,000 miles on it. The car is requested for engineering will not be new, instead a car will be repurposed from fleet for this request, since less than 1,000 miles per year will be put on it..
 - Police Administrative Vehicles: Chief Mason requested four. This request will be broken into two purchases - two in 2023 and two in 2024.

7. MISCELLANEOUS: None

8. ADJOURNMENT: MOTION TO ADJOURN THE MEETING passed unanimously.