

**MINUTES
LEGISLATIVE CAUCUS**

7:20 p.m.

March 2, 2010

Pursuant to Codified Ordinance Section 111.01 (17) and ORC Section 121.22, notice of the following meeting was given on February 26, 2010.

Council Members Present: Mr. Fiala, Mr. Harrold, Mrs. Manning, Mr. Carr, Mr. Woodin , and Mr. Black

Absent: Councilman Ranally

Others: Mayor Anderson, City Engineer Sayles, Service Director Tomaselli, Fire Chief Zwegat, Assistant Police Chief Cooper, Chief Building and Zoning Inspector Smith, Finance Director Rogowski, Parks and Recreation Director Katz; Darryl Knight/Orwell Gas; Lake County Gazette Reporter Borstnik, Clerk Radebaugh,

The Legislative Caucus was chaired by Councilman Fiala

NEW BUSINESS

RESOLUTION NO. 2010-26

A Resolution authorizing Orwell Natural Gas permission to occupy a portion of Jet Center Drive for the purpose of constructing a public utility, and declaring an emergency.

Law Director Wiles explained that any public utility has the right to install pipes or lines inside the public right of way. Orwell wants to put a line down Jet Center Drive. The city will make sure they comply with three chapters of the revised code.

Mr. Tomaselli explained details of the project and explained that this pipe will go to Classic's hangar. Councilman Woodin asked who inspects the installation of the pipe. Mr. Knight from Orwell Gas said that all their personnel are certified per PUCO regulations. He did not think there was a formal inspection after the job is done. Mr. Woodin asked questions regarding guidelines that are followed, the metering process and cost per MCF.

RESOLUTION NO. 2010-27

A Resolution authorizing the Mayor to enter into a partial release of a utility easement as shown on P.P. #27A-13F-025 to Ascendtech Management, Inc., and declaring an emergency.

Mr. Wiles explained that when this subdivision was put in, there was a 30' utility easement along the westerly line which contains a sanitary sewer and storm drainage ditch. Ascendtech wants to enlarge their building and part of the parking lot and driveway would extend 6 ft. into the easement area. The city does not need the easement and will release it to Ascendtech.

RESOLUTION NO. 2010-28

A Resolution approving the editing and inclusion of certain ordinances as parts of the various component codes of the Codified Ordinances of the City of Willoughby, Ohio, and declaring an emergency.

Mr. Wiles explained that once a year the clerk sends the amendments to the publisher to update the codified ordinances.

RESOLUTION NO. 2010-29

A Resolution authorizing the Mayor to enter into a contract with United Survey, Inc. in the amount of \$217,083.00 for the base bid plus alternate A for implementation of the Vine Street Sanitary Sewer Lining Project.

Mr. Sayles explained that this project is left over from the 1997 downtown sanitary sewer rehabilitation project. We non-performed the lining on Vine Street which was originally in the contract because ODOT was going to reconstruct Vine Street and replace the sanitary laterals. The bids came in well below the engineer’s estimate. United Survey has done many projects in Willoughby including the downtown sewer lines.

RESOLUTION NO. 2010-30

A Resolution authorizing the Mayor to enter into a contract with Fabrizi Trucking and Paving Co., Inc. in the amount of \$373,195.00 for implementation of the Erie Road Sanitary Sewer and Pump Station Project.

Mr. Sayles said that this project was a result of the persistent basement flooding on Erie Road and Foothill in significant rain storms. This project will separate the residents in this area (Hillward, Foothill and a stretch of Erie Rd.) from the main trunk sewer that runs down that street. Bids came in lower than the engineer’s estimate.

OTHER BUSINESS

PUBLIC RECORDS TRAINING

Clerk Radebaugh advised council members that she will be attending the Public Records Training session in Mayfield Village on March 10th. She will attend as a designee for all council members. Mayor Anderson asked the clerk to also represent him at this training session. Council agreed that the clerk would be the designee for all council members and the mayor.

POINT PARK

Mr. Katz said he will be hiring someone to take care of Point Park this summer, plus work in the other parks. He would like to pay him under the E rate at \$8.20/hr. He will work 20 hours a week from approximately April through October. Council agreed to pay the \$8.20 under the E rate.

The Legislative Caucus meeting adjourned at 7:45 p.m.

Date approved _____

Robert A. Fiala, Acting Chairman

Clerk of Council