

**City of Aurora, Ohio**  
**COMMITTEE OF THE WHOLE**  
**MEETING MINUTES**  
**March 9, 2020**

The Committee of the Whole of the City of Aurora, Ohio met in Council Chambers at City Hall on Monday, March 23, 2020 for the purpose of holding a regular public meeting. Committee Chairman John Kudley, Jr. called the meeting to order at 6:30 p.m. Because of extenuating circumstances and distancing requirements due to COVID-19, Ms. Barner, Mr. Hatridge, Mr. Kovach, Mr. Kudley and Mr. Vaca participated remotely. Mr. Clymer, Chief Byard, Ms. Holman and Ms. Januska participated remotely as well.

**ROLL CALL**

Present:       Reva Barner  
                  Kathi Grandillo  
                  Harold Hatridge  
                  George Horvat  
                  Dennis Kovach  
                  John Kudley, Jr  
                  James Vaca  
                  Scott Wolf

Also Present:  Ann Womer Benjamin, Mayor  
                  Dean DePiero, Law Director  
                  Kris Allen, Executive Assistant to the Mayor  
                  Karen Pope, Chief of Staff  
                  Harry Stark, Director of Public Services  
                  Tim Clymer, Finance Director  
                  Laura Holman, Director of Parks and Recreation  
                  Denise Januska, Director of Planning, Zoning and Building  
                  Brian Byard, Police Chief  
                  Donna Hawks, Clerk of Council

Mr. DePiero made a brief statement to explain how and why the city is conducting business due to the restrictions in place because of COVID-19. He referred to the documentation that he submitted at the special meeting.

**APPROVAL OF MINUTES**

**MOTION:       Approval of the March 9, 2020 meeting minutes**

Ms. Grandillo moved; Mr. Wolf seconded. The motion carried on a 7-0 roll call vote. Mr. Vaca Abstained.

AYESA:        Barner, Grandillo, Hatridge, Horvat, Kovach, Kudley, Wolf  
NAYS:         None  
ABSTAIN:      Vaca

**FINANCE DIRECTOR'S REPORT**

**MOTION:       To accept the Finance Director's Report**

Ms. Grandillo moved; Mr. Wolf seconded. The motion carried on a unanimous voice vote.

**NEW BUSINESS**

**Contract – H. R. Gray & Associates, Inc. for Engineering Construction Services**

Mr. Stark said H. R. Gray will be the main point of contact backup for the engineers and for the construction inspection manager on the city's projects. He said they were used last year and did a good job.

**MOTION: To Council for consideration this evening**

Ms. Grandillo moved; Mr. Wolf seconded. The motion carried on a unanimous voice vote.

**Contract – Environmental Design Group for Engineering Construction Services**

Mr. Stark said Environmental Design will be used primarily for the paving program this year.

**MOTION: To Council for consideration this evening**

Ms. Grandillo moved; Mr. Wolf seconded. The motion carried on a unanimous voice vote.

**Contract – Wertz Geotechnical Engineering, Inc. for Engineering Construction Services**

Mr. Stark said Wertz Geotechnical will be used for backup on the capital projects this year.

**MOTION: To Council for consideration this evening**

Ms. Grandillo moved; Mr. Wolf seconded. The motion carried on a unanimous voice vote.

**Signalization Project – Decorative Poles & Mast Arms at Threes Additional Locations**

Mr. Stark said it was decided to amend the contract to add additional decorative poles in the downtown core area. He said those are the black poles that are currently in place at E. Pioneer and SR43 and also at SR43 and SR306. He said for the additional locations and the amendment for TMS Engineers to revise the construction documents is \$4,500.

**MOTION: To Council for consideration this evening**

Ms. Grandillo moved; Mr. Wolf seconded. The motion carried on a unanimous voice vote.

**Easement – Sycamore Drive Intersection – Heritage Capital Corp.**

Mr. Stark said as part of the signalization project, the easement is the southern entrance to the Aurora Inn. He said there are two companies that own that section and this easement is with Heritage Capital Corp.

Mr. DePiero stated **item h** is the same justification.

**MOTION: To Council for consideration this evening**

Ms. Grandillo moved; Mr. Wolf seconded. The motion carried on a unanimous voice vote.

**Easement – Walden at Tinker's Creek**

Mr. Stark said there is a storm sewer that was installed outside of the easement by a developer. He said that was found out when new construction was done on the adjacent property. Mr. Stark said this is to clean up the records and to get that storm sewer under an easement.

**MOTION: To Council for consideration this evening**

Ms. Grandillo moved; Mr. Wolf seconded. The motion carried on a unanimous voice vote.

**Easement – Corner of SR43 - Owned by West Pioneer Properties**

Mr. Stark did not comment.

**MOTION: To Council for consideration this evening**

Ms. Grandillo moved; Mr. Wolf seconded. The motion carried on a unanimous voice vote.

**Easement – Sycamore Drive Intersection – Owned by BLW properties, LLC**

Mr. Stark did not comment.

**MOTION: To Council for consideration this evening**

Ms. Grandillo moved; Mr. Wolf seconded. The motion carried on a unanimous voice vote.

**Software Purchase – Department of Public Services**

Mr. Stark said the asset management software will allow the ability to track and pull all of the asset management in place for the Ohio EPA. He said it will eventually be utilized by all of his departments. He said it is a great project with City Works. He said he looked at three proposals and although this is most costly, it is the most robust system and it works hand in hand with the current GIS system and they communicate back and forth.

**MOTION: To Council for consideration this evening**

Ms. Grandillo moved; Mr. Wolf seconded. The motion carried on a unanimous voice vote.

**Purchase of a 24 x 36 Enwood Structure for Hartman Park**

Ms. Holman said she is asking Council to authorize the purchase of a 24x36 Enwood Structure for Hartman Park. She said the purchase includes all of the material and that the staff will put it out on the property this summer.

Mr. Kovach asked if it is just for the parts and if it is large enough.'

Ms. Holman said it is a kit; she will contract separately for the concrete pad to go under it and the staff will put it together. She said it is 24x36 structure and similar to the north and south end pavilions at Sunny Lake.

**MOTION: To Council for consideration this evening**

Ms. Grandillo moved; Mr. Wolf seconded. The motion carried on a unanimous voice vote.

**Authorization of Payment to National Driver Training School**

Ms. Holman said for number years the city has had a contract with National Drivers Training School. She said this year she did an RFQ and National Drivers Training School is the only company that responded. She asked for Council's approval.

**MOTION: To Council for consideration this evening**

Ms. Grandillo moved; Mr. Wolf seconded. The motion carried on a unanimous voice vote.

**Contract – Environmental Design Group for Splash Pad Project**

Ms. Holman asked for approval to enter into a contract with Environmental Design Group. She said this is the next phase for the splash pad project. She said that Environmental Design is the only company that responded to the RFQ.

**MOTION: To Council for consideration this evening**

Ms. Grandillo moved; Mr. Wolf seconded. The motion carried on a unanimous voice vote.

**Employees Generally**

Ms. Pope said on the employees generally is an additional engineering coop with an effective date of May 4: a fulltime police officer with start date contingent upon him passing all required medical examinations; a status change of a part-time firefighter to fulltime; and part-time transportation bus driver. Ms. Pope said the bus driver will start once the program resumes.

**MOTION: To Council for consideration this evening**

Ms. Grandillo moved; Mr. Wolf seconded. The motion carried on a unanimous voice vote.

**Bid Award – 2020 Road Paving Program**

Mr. Stark asked for approval to enter to contract with Chagrin Valley Paving for the amount of \$1,067,010. He said Chagrin Valley Paving did the road project in 2018 and the final product was good and he would like to move forward with the contract.

Mr. Vaca said he wants Mr. Stark to make sure the company does a better job on the driveway entrances. He said the apron need to be addressed more.

Mr. Kovach said he thought there were problems with Chagrin Valley last year.

Mr. Stark said the city was not under contract with Chagrin Valley last year. He went on to explain the paving process they used in 2018 and said included in the contract this year roads cannot be left milled without paving them for a long period of time. He said that was the only problem the city had.

Mr. Kovach asked if Mr. Stark was pleased with them.

Mr. Stark said he was pleased with the finished product.

**MOTION: To Council for consideration this evening**

Ms. Grandillo moved; Mr. Wolf seconded. The motion carried on a unanimous voice vote.

**Bid Award – 2020 East Pioneer Trail Culvert Replacement**

Mr. Stark said the contract is for the replacement of the failing culvert near Page Road on E. Pioneer. He said 15 bids were received and his recommendation is to award the contract to Grade Line for \$207,069.71.

Mr. Vaca said he has never heard of Grade Line and he asked if Mr. Stark okay with them.

Mr. Stark said they have not had an actual project with them. He said references were checked and all came back positive.

**MOTION: To Council for consideration this evening**

Ms. Grandillo moved; Mr. Wolf seconded. The motion carried on a unanimous voice vote.

Mr. Kudley stated a motion must be made to amend the agenda to add items p thru t.

**MOITON: To amend they agenda by adding items p thru t**

Ms. Grandillo moved; Mr. Wolf seconded. The motion carried on a unanimous voice vote.

**Culvert Replacement – West Mennonite and Brookfield Drive**

Mr. Stark said the culvert is large and is located underneath West Mennonite Road. He said the City was going to replace it in-house prior to paving season; but do to staffing levels at this time that is not possible. He said they received a quote from Fabrizi and he gave it to the City Engineer to review the pricing and he felt the price was within reason. He said sink holes have started to develop and he is glad the work will get done before paving season.

**MOTION: To Council for consideration this evening**

Ms. Grandillo moved; Mr. Wolf seconded. The motion carried on a unanimous voice vote.

**2020 Snow & Ice Truck Package**

Mr. Stark said the next two pieces of legislation go together. He said he budgeted to purchase a new 8 ton and snow package. He said he has an aging fleet and he wanted to get the order in as soon as possible as it will take a long time to get the piece of equipment in and also a lot of the companies are beginning to shut down. He the first piece is the snow and ice package through Gledhill at a price of \$91,273.39 through state bid pricing.

**MOTION: To Council for consideration this evening**

Ms. Grandillo moved; Mr. Wolf seconded. The motion carried on a unanimous voice vote.

**Cab & Chassis Purchase****MOTION: To Council for consideration this evening**

Ms. Grandillo moved; Mr. Wolf seconded. The motion carried on a unanimous voice vote.

**Culvert Repair – Chery Park Oval and Aurora Lake Road**

Mr. Stark said after a rainstorm a couple of weeks ago it was discovered that a culvert under Aurora Lake Road near SR43 and the development was in need of repair. He said the culvert started to fail; a sink hole has started to develop; therefore, the work needs to be done as soon as possible. He said the cost is \$29,800 for the culvert and head wall.

**MOTION: To Council for consideration this evening**

Ms. Grandillo moved; Mr. Wolf seconded. The motion carried on a unanimous voice vote.

**Bid Award – East Pioneer Watermain Replacement**

Mr. Stark said the E. Pioneer Waterline project is a very large and extensive project. He said it involves the installation of a waterline down E. Pioneer, a portion of Eldridge and New Hudson. He said it also involves the reconstruction of E. Pioneer trail all the way down to where the curve is prior to getting into Beljon just past Eldridge. He said the low bid is with CATTS Construction in the amount of \$2,545,599.96. He said it took a while to get through the bid documents to make sure everything was accurate. He said he would like to move forward and enter into a contract with them. He said construction cannot begin until after July 1. He said the City received some funding for the road portion of the project through OPWC.

Mr. Hatridge asked if the City has easements for the sidewalks to go to New Hudson Road.

Mr. Stark said there is ample right of way.

**MOTION: To Council for consideration this evening**

Ms. Grandillo moved; Mr. Wolf seconded. The motion carried on a unanimous voice vote.

Mr. Kudley thanked the Mayor, and the members of the administration, Mr. Stark, Mr. Clymer, Ms. Pope and Ms. Holman for their cooperation and helping conduct the meeting. He said he especially wanted to thank Ms. Hawks, Mr. Horvat, Mr. DePiero and Ms. Perces for work throughout the week to make the meeting a success.

**ADJOURNMENT**

**MOTION: To adjourn**

Ms. Grandillo moved; Mr. Wolf seconded. The motion carried on unanimous voice vote.

The meeting was adjourned at 7:08 p.m.

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John Kudley, Jr., Chairman

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Donna Hawks, Clerk of Council