

# Village Administrator's Report

as of 11/8/2023

## WATER SYSTEM

The water department replaced an old and dysfunctional fire hydrant on Lake Street. The undertaking turned out to be more complicated than anticipated when it was discovered that the hydrant's base, four feet below ground level, was anchored into the bedrock with concrete. To break the concrete mass, Gill Construction was hired to use their mini excavator outfitted with a jack hammer attachment. This experience gave us insight for planning and budgeting future hydrant replacements in the older areas of town.



Hydro-excavation to minimize the area of disturbance



Hydrant's base encased in concrete, surrounded by bedrock



Jack hammer used for busting the concrete



The old hydrant, removed

**Water Rate Analysis:** The financial analysis by staff of the Rural Community Assistance Program (RCAP) is still pending. Further discussion will be needed by the finance committee after the additional information is received.

**South Water Tank Project:** Nothing new to report since Administrator's report of 4/26/23.

**Johnson's Island Waterline Project:** Nothing new to report since Administrator's report of 10/25/23. We're waiting for results on the various topics mentioned at the last council meeting. A November task group meeting is scheduled.

**Bay Point Water Meters:** To date, no further progress has been made since the Administrator's report of 10/11.

**Ohio EPA Notice of Violation (NOV) of 4/14/23:** The water department staff is working to address the issues.



**US EPA Lead and Copper Rule Revisions (LCRR) of 1/15/2021:** 120Water, Inc. is working on the lead and copper service line inventory.

**Bulk water station at water plant:** Pursuant to the decision made at the 9/27 council meeting, the valve has been ordered. We will be developing policies and procedures for bulk water sales.

### **PARKS & TRAILS**

**Radar Park Building Renovation Project:** The Village's consultant – The JDI Group – has been authorized to finish the plans and prepare the bid package.

**OSS Solid Waste District grants:** The Village received two grants from the Ottawa-Sandusky-Seneca Solid Waste District during 2023 (\$7,369.41 for picnic tables, and \$8,346 for trash bins and benches). The remaining step in the process is for the Village to prepare and submit a project completion report to OSS.

**James Park, Playground Renovation:** Forever Lawn returned on 11/7 to start their work on the previously reported playground repairs. We will investigate whether it will be more advantageous to make an insurance claim or pay for this out of pocket.

Kuzma Concrete & Construction LLC is in the process of building the retaining wall between the basketball court and playground.



The retaining wall as of 11/6/2023. Delivery of the top cap is expected soon.

**Electric utility pole in James Park:** This project to install underground electrical service to the restroom building at James Park has progressed significantly. Ken Gill Construction performed the excavation work, A.T. Emmett performed the electrical work, DJZ Roofing repaired the roof, and the project has passed inspection by the county building department. The remaining step is for Ohio Edison to connect the power lines, which is subject to their scheduling office. Excavated areas will be grass seeded in the spring.



The county electrical inspector's approval, 10/30/2023



The backfilled trench will be given time to settle



**Trees at James Park, Clemons Park, and 214 E. Main Street:** Dan's Tree Service has been authorized to perform the tree work discussed at the 8/23 and 9/13 council meetings, totaling \$7,850.

## **STREETS**

**Utility pole at Main/Clemons intersection:** Ohio Edison has removed the pole.

**Streets and sidewalks improvements:** 7L Construction LLC performed the milling-and-filling paving project on Church Street, from Stone St to James St, on 10/17 and 10/18. In addition to the fresh pavement, we were also able to make some drainage and aesthetic improvements.

Kuzma Concrete & Construction LLC, has completed the sidewalk replacements at the Church, Perry, and Main Street locations, totaling 515 feet, for \$22,952.



BEFORE: Church and Perry sidewalks, 8/8/2023



AFTER: Church and Perry sidewalks, 11/6/2023



BEFORE: Main St sidewalk, 9/6/2023



AFTER: Main St sidewalk, 11/7/2023



**Elliott Street roadside parking:** Ed Burdue & Co has been authorized to install the gravel parking shoulder along the south side of Elliott Street, west of Stone St. The contractor is busy with other projects so anticipates the Elliott St project will occur in the Oct-Nov timeframe.

**Seasonal Leaf Collection Program:** The Village's fall leaf collection program is underway. The crew's biggest day so far was 140 bags collected on 11/6.



**Storm sewer maintenance:** Adkins Sanitation vac-jetted about 300 feet of the Village's storm sewer system, removing accumulated sediment and debris (10/24).



### **OTHER**

**Omni Fiber, LLC broadband infrastructure upgrade and expansion:** Nothing new to report since the Administrator's report of 7/26/2023.

The Village's advertisement requesting statements of qualifications for professional design services started 10/4 and ended 10/26. We received submissions from 22 firms which I need to sort and compile.

I have received ODOT's design plans for resurfacing State Route 163 (OTT-163-30.94, PID-99588), which includes Marblehead, and have been reviewing the plans and compiling comments. As of now, construction is tentatively scheduled for September 2024.

A representative of Ohio Plan Risk Management, Inc. (administrator of the Village's liability insurance program) conducted a walk-through of our buildings and properties to identify any existing or potential liability and/or property exposures that might be evident, and has provided a letter (dated 11/3/23) with recommendations for which we owe responses. A big concern is the condition of the village hall building and garage addition.

All the village administrator's reports to the village council are available on the village website.