

Village Administrator's Report

as of 10/25/2023

WATER SYSTEM

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: The project task group met on 10/18, and a November meeting is scheduled. Questions about the special assessments process have been submitted to our special counsel, which will help clarify the next steps. The waterway permit application has been submitted to the US Army Corps of Engineers. CT Consultants revised the plans pursuant to OEPA's review comments of 9/15 and resubmitted the plans to OEPA on 10/5. The State Historic Preservation Office (SHPO) provided review comments (9/14) in response to the Phase I archaeological survey report submitted on 8/16, and our consultant has responded back to SHPO (10/19/23). One of SHPO's comments was that archaeological field studies would be needed for a proposed 6.85-acre construction staging area. We have eliminated this staging area from the project, obviating the need for field studies.

Another SHPO comment suggested shifting the location of the future water main along Confederate Drive to be on the opposite side of the road from the cemetery to presumably reduce the potential for disturbing any interments that might exist outside the current cemetery fence, if any such interments exist there. Thus, it is unknown whether changing the alignment would change the potential for intersecting graves. Encountering human remains during construction would result in a delay in construction for an unknown amount of time and add significantly to the project cost. A method that can be used now for trying to determine the presence or absence of burials is to scan the area using ground-penetrating radar (GPR). This methodology can be a useful screening tool and has the capability of providing very useful information but there's no guarantee that its results are conclusive. Having the GPR information, however, could save us time in getting SHPO's approval and potentially reduce the chances of an undesired construction delay. Our consultant (CT Consultants) has requested price proposals from firms to perform the GPR. One has been received that is nearly \$20,000. The GPR is not within CT's scope or budget. Therefore, this will be a topic of discussion at the 10/25 council meeting.

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

Rhonda Sowers prepared and submitted the project completion report to the Park District of Ottawa County (10/13), for the James Park Outdoor Musical Instrument project. This fulfills the requirements for that grant which the Village received from the Park District.

Radar Park Building Renovation Project: The Village's consultant – The JDI Group – has been authorized to finish the plans and prepare the bid package. The bidding and contracting process for this project is the subject of Resolution 13-2023 for the 10/25 council meeting.

OSS Solid Waste District grant opportunity: The Ottawa-Sandusky-Seneca Solid Waste District approved the Village's grant application for \$8,346 to purchase 6 trash bins and 5 benches. The items have been delivered.

James Park, Playground Renovation: Forever Lawn will return to install the spinner seat that was damaged during the turf installation and repair the storm damage caused by the heavy rains of 8/23-24. 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 has been authorized to build the retaining wall between the basketball court and playground for \$10,680.

Electric utility pole in James Park: The project has started for installing underground electrical service to the restroom building at James Park. Ken Gill Construction excavated the trench, which involved cutting through bedrock, and A.T. Emmett is performing the electrical work, including arranging for the county inspections, and coordinating with Ohio Edison.



Gill Construction excavated the trench, which revealed how close bedrock is to the ground surface.



A.T. Emmett installed the electrical conduit and mounted the new meter.

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

Seasonal Leaf Collection Program: The Village's fall leaf collection program is underway.

Elliott Street Drainage: Swain Masonry, LLC replaced the concrete sidewalk ramps at the northeast corner of the Elliott/Stone intersection, adjusting the slopes to address the stormwater runoff in front of 922 Elliott Street.



New ramps, NE corner of Elliott/Stone intersection, 10/19/23

The Village maintenance crew has adjusted the grading at the southwest corner of the Elliott/Gilbert intersection to improve drainage to that catch basin. We will monitor how it functions during rain events and make any adjustments that may be warranted.

Utility pole at Main/Clemons intersection: Ohio Edison has been authorized to remove the pole and their estimated schedule is October.

Elliott Street roadside parking: Pursuant to the decision made at the 8/23 council meeting, 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.

Alley between Stone and Perry Streets: The Village maintenance crew installed new gravel on 10/23.



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.



Church St, looking east from Stone St, 2/27/23



Church St, looking east from Stone St, 10/19/23



Church St, looking west from Perry St, 2/27/23



Church St, looking west from Perry St, 10/19/23



Church St, looking west from James St, 2/27/23



Church St, looking west from James St, 10/19/23

Kuzma Concrete & Construction LLC, has been authorized to replace deteriorated sidewalks at the Church, Perry, and Main Street locations, for \$22,952.

The Main Street sidewalk is formed and ready for concrete delivery, presumably this week. Kuzma is aware to schedule the Perry/Church sidewalk project to avoid conflicting with Trick-or-Treat night on 10/31. The concrete plants are operating at full capacity this time of year so the delivery schedules to project sites have been variable.



At the Main Street curve, the old sidewalk has been removed and forms installed ready for concrete, 10/23.

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), with the deadline of 10/26. This RFQ is on the Village website, on Ohio Municipal League's classified ads, and has been emailed directly to many consulting firms in the region.

I have received ODOT's design plans for resurfacing State Route 163 (OTT-163-30.94, PID-99588), which includes Marblehead, and have started reviewing the plans. As of now, construction is tentatively scheduled for September 2024. This project is the subject of Ordinance 12-2023 for the 10/25 council meeting.