

Village Administrator's Report

as of 11/9/2022

GENERAL

Rhonda and I have been discussing the budgeting process for next year.

WATER SYSTEM

Water Rate Analysis: During the time since the 10/26 council meeting, staff members and I have had a few conversations with Bob McNutt of CT Consultants, to move the rate analysis forward. Many aspects need to be considered in formulating the rate structure so the costs of operating and maintaining the water system are covered. The next logical step will be for the finance committee to have one or more work sessions with Mr. McNutt to arrive at the rate options that will be proposed to council. To keep this rate setting process moving forward, Mr. McNutt is available to have a virtual meeting with the finance committee as soon as in the second half of November.

South Water Tank Project: CT Consultants has completed the construction contract plans and specifications. The next step will be to advertise for construction bids. According to Mr. McNutt, CT's scope of services is through the bidding process and does not include managing or inspecting the construction process. Council should decide whether to proceed with the bidding process now or wait to see the results of the rate analysis. Also, a decision is needed about who should manage and inspect the construction.

Johnson's Island Water Line Project: Nothing new to report yet.

Other: Tony and I are working to address Ohio EPA's requirements regarding the Village's water system, plus looking into the EPA's strengthened Lead and Copper Rule which might require the Village to document the presence or absence of lead water supply lines. This could potentially have a significant budgetary impact over the next few years, so is a subject we will be further researching.

PARKS & TRAILS

James Park, New Playground Equipment:

Basically, the sequence of tasks previously discussed, is:

- 1) Preparation of the site (i.e. remove old equipment, level the ground) by Village workers.
- 2) Installation of the equipment purchased from Snider Recreation, by Snider Recreation.
- 3) Installation of the Penchura equipment, by Village workers and community volunteers.
- 4) Installation of the soft playground artificial turf surface, by ForeverLawn, Inc.

Bryan and his crew have removed the old equipment and completed the rough site grading, which will be fine-tuned whenever the new playground equipment is being installed.

More than one problem has become apparent with respect to the project's scope and schedule...

According to the Penchura installation instructions, a total of 29 concrete footings need to be created before the two structures are assembled and installed (10 for the Nook and 19 for the Loft). These footings will generally be 12 inches in diameter and around 34 inches deep and will of course need to be accurately positioned with respect to the playground's layout.

The extent of work and time needed to create 29 footings is beyond the capability of the Village crew and volunteers, especially considering that bedrock will likely be encountered. Our Penchura company representative has indicated his company crew could be available to install their equipment, for a fee of around \$11,000. Meanwhile, Councilman App has suggested a local contractor who might be available to install the footings. That contractor's price has not been determined.

Installation of the playground turf by ForeverLawn, inc. will occur after all the playground equipment (both Snider and Penchura) is installed. According to our ForeverLawn company representative, they expect their installation at James Park will take about 10 days to complete. Throughout that turf installation process, they need temperatures to be steadily above freezing day and night. As of 11/9, the extended weather forecast shows that the daily temperature ranges will be dropping significantly and probably not stay within what is needed for the turf installation.

Although Snider could perform their part of the project yet this year, the next step to install the Penchura equipment has not been determined for reasons explained above. That pushes the turf installation well into the cold weather season. If Snider's equipment were to be installed now, then it would be there for an unknown amount of time before the rest of the project can be completed. As such, the Snider equipment would need to somehow be blocked from use by people.

Another scenario, which seems to be the most prudent at this point, is to defer all the remaining steps of project construction until next spring after the weather becomes favorable. This is what I recommend to council.



Playground site graded by the Village crew as of 11/8/22

Marblehead Welcome Center Project: The design plans need to be reviewed and approved by the National Park Service (NPS). I am awaiting a return call from the NPS's project manager for a status update. Funding for this project includes \$15,000 through the Ottawa County Park District's 2022 Parks & Trails Improvement Grant program. To receive those funds, the Village must first submit its final project completion report to the Park District by July 1, 2023.

Picnic Shelters at Radar Park: The Village crew completed the assembly and installation of a second picnic shelter for Radar Park, on 11/2. One more shelter remains to be completed.



Picnic shelter being rolled out of the shop



Loading the picnic shelter onto a trailer



Picnic shelter in transit on Main Street, to Radar Park



Picnic shelter as it is being lowered into place

Park Benches:

The two benches at the veteran's memorial in James Park, are in deteriorated condition. Should replacements be included in the 2023 budget?



Bench, American Legion Post 555



Bench, VFW Stanley Jadwisiak Post 7572

STREETS

Sidewalk Repair: During the 10/26 council meeting, it was noted that someone had walked on the newly poured sidewalk along Main Street, leaving footprints on the surface. This was in spite of the work site having been thoroughly delineated with orange barrels and caution tape. The concrete contractor returned and covered the blemishes.



Footprints on the recently poured concrete



The footprints filled

Elliott Street Project: This project is essentially complete. The contractor will need to replace a damaged stop sign. We await the contractor's invoice.



Looking east from Gilbert St.



Looking east from Stone St.

OTHER

The Village's maintenance crew has been busy daily, collecting and hauling yard waste bags full of leaves placed along the streets by residents. On 11/7, the crew collected 319 bags (12 trips to the disposal site), which is their all-time one-day record.



Village crew picking up leaves, Nov 2022