

## **KIRTLAND CITY COUNCIL MINUTES**

### **January 22, 2020 – Work Session**

The work session meeting of Kirtland City Council commenced at 6:07 p.m. Council members present were: John Lesnick, Richard Lowery, Jeffrey Ruple, Matthew Schulz, Joseph Smolic and Kelly Wolfe. Scott Haymer was absent.

Mayor Kevin Potter, Law Director Daniel Richards, Assistant Finance Director Louis Slapnick, City Engineer Philip Kiefer, Police Chief Lance Nosse, Fire Chief Anthony Hutton and Economic Development Manager Monica Drake were also in attendance.

Mayor Potter noted that legislation is on tonight's agenda relating to MOU's with Lake County for stormwater funding. With regard to Wisner Road, Mr. Kiefer stated that he does not yet have the final cost, but the contractor has advised it will be a lot less than the \$40,000 that was originally anticipated as the maximum. Mr. Kiefer stated that fine grading and seeding still needs to be done in the spring.

With regard to the Rockwood Drive project, Mayor Potter stated that the funding through the MOU is for engineering services only. Mayor Potter stated that the City requested funds from the County for payment of charges from CT Consultants for the design and engineering work for the project, which was not executed. The Mayor noted the City is responsible for 85 percent of those engineering fees; if the project had been executed the cost would have been greater. Councilman Schulz inquired about the \$16,821 fee; Mr. Kiefer advised it was for the plans and the bidding of the project, noting it was based on the lowest (and only) bid. Councilman Smolic inquired if this is still applicable if the project is undertaken a few years from now and whether there would be additional costs from CT Consultants. Mr. Kiefer advised that the additional 15 percent of the engineering fees would need to be paid; he noted that costs would depend on the new bids.

Discussion ensued regarding the additional funding amounts and the total project costs. Responding to Councilman Lesnick, Mr. Kiefer stated that the retainer is a fixed monthly cost. The construction projects are based on a percentage of the construction cost for the design and bidding, and other services are based on an hourly charge. There was discussion regarding the invoicing of the projects. Mr. Kiefer noted there were separate invoices for each drainage project. Councilman Lesnick stated it is not clear what the projects include and what the total would be when the project is completed.

Council President Lowery noted that an 8 ft. pipe was supposed to be installed on both the east and west sides of Gildersleeve, and there is a waterline on the west side of the road. He inquired why the drawing showed 8 ft. of pipe on each side, but both 8 ft. sections of pipe were installed on the same (east) side of the road. Mr. Lowery added that it looks terrible. Mr. Kiefer stated that originally the plan was to extend 8 ft. on each side; the location of the waterline was not known until test holes were dug. The utility companies then marked their lines, and the waterline was 1 or 2 ft. off the west headwall. The west side was a lot more stable than the east side, and the guardrail posts were hanging on the east side. Mr. Kiefer said he decided to put all 16 ft. on the east side so he could get a better slope up to the roadway. Answering Councilman Smolic, Mr. Kiefer stated that the purpose of the rock channel protection is to direct the water into the pipe; the purpose of the rocks in the stream is to prevent erosion of the stream bed. Mr. Kiefer noted that the stream was starting to move farther north. He stated that the other purpose of extending the pipe was to redirect the stream back into the pipe. Responding to Mr. Lowery about the

possibility of the west side collapsing in the near future, Mr. Kiefer stated that the west side looks stable.

With regard to the SR 306 drainage improvements, Councilman Schulz inquired if the \$102,259 includes labor. Mr. Kiefer stated it is tied into the stormwater improvements, which includes labor, machines and material.

Mr. Schulz inquired about the balance in the stormwater fund after these three projects. Mr. Kiefer stated he does not have that amount readily available, but the City should be getting more money in March or April. Mr. Schulz inquired if the City receives a fixed amount each year. Mr. Kiefer stated that 40 percent of the amount collected from property owners goes into a "pot", and the City can withdraw funds for any improvement that Lake County Stormwater decides is appropriate. Mr. Schulz stated it would be helpful for Council to have an idea of that amount. Mayor Potter stated he will check with Mrs. Kovalchik regarding the balance of funds for 2020.

Following up on discussion at the last Council meeting, Mayor Potter stated that the City received a proposal for \$5500 from SME for a visual inspection road evaluation of 5 miles of City roads. He stated that SME will provide a report and suggest a number and placement of core samples based on the visual inspection. Noting that he discussed this with Councilman Schulz, the Mayor stated that a PCR report was done two years ago at a cost of \$20,000. Based on information provided by Pete Formica of CT Consultants, Mayor Potter stated it is his understanding that the visual report was done with Google Earth View, and there is concern about the accuracy of the report and the ability to get a good look at the road conditions without a physical visual inspection. Responding to Council President Lowery about the type of roads, Mayor Potter stated some are connecting roads; he noted that the roads considered are Springer Drive, Billings Road, Regency Woods Drive and the Parkwood/Elmwood/Crestwood neighborhood. Mr. Schulz requested that Mr. Kiefer verify with CT Consultants whether the PCR analysis was done solely on a computer, which is a concern because Google Earth has old photos.

There was no further discussion, and the meeting adjourned at 6:35 p.m. upon the unanimous consent of Council.

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President of Council

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Clerk of Council