

CITY OF GROVEPORT
REPORT TO MAYOR AND COUNCIL

November 17, 2014

ADMINISTRATION – Marsha Hall

- Legislation

The ordinances below allow us to bid out projects included in our 2015 Capital Improvement Program and funded through the adopted 2015 Appropriations that was passed at the November 10 Council meeting. Bidding the work in early 2015 will allow us to get the projects on a contractors' schedules and get a better cost for the project:

Ord. 14-055 – 2015 Street Maintenance Program and other paving into one project

Ord. 14-056 – Wirt Road Phase I Pedestrian Path project

Ord. 14-057 – Sanitary Sewer Pump Station, Forcemain and Wash Down Areas for the Links of Groveport

Ord. 14-058 Seek Requests for Qualifications from engineering firms and then enter into contracts with them for various engineering services - Two services not performed by our Engineer are developing plans for certain capital projects and inspection services. Contracts to perform work as needed for specific types of engineering needs will give us the best engineering firms at costs set by a contract.

The ordinances below authorize us to purchase those capital purchases, by lease and through the state cooperative purchasing program, that are included in the adopted 2015 Appropriations and require Council approval:

Ord. 14-059 (2) police cruisers with radio equipment

Ord. 14-060 Stake body truck for Public Works Department

Ord. 14-061 7 deck, 4 wheel drive finishing mower for Parks Department (Ordinance erroneously shows this purchase is for the Public Works Department, and will need to be amended to correctly show it's for the Parks Department)

Ord. 14-062 Create position of Part-time Property Maintenance Inspector – The creation of this position is included in the adopted 2015 Appropriations. This position is needed to assist with the property maintenance duties of the Building and Zoning Department personnel. This will enable our current employees to continue with our “We’re Changing How We Do Business in Groveport” goals when working with new development, and, at the same time, meet our residents’ needs to make sure their neighborhoods are kept neat and clean. This position will also assist residents dealing with animal control issues. The position will be included in the Pay Grade as a Grade 11. This grade was determined by comparison with similar positions included in MORPC’s most recent salary survey and be comparison with our current Building Inspector I position. We are requesting approval of this position now to allow us to get someone on board and trained prior to our busy Spring property maintenance season.

Ord. 14-063 Add and Move Certain Positions within the Organization Chart – All of the recommended moves and additions are included in the adopted 2015 Appropriations. These changes include the following:

Addition of one (1) part-time receptionist in the Police Department

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Addition of one (1) Equipment Maintenance Technician in the Facilities Management Department

Move one (1) Equipment Maintenance Technician from the Recreation Center to the Facilities Management Department

Sharing of the Public Works Administrative Assistant with the Facilities Management Department

Upcoming Meetings:

Nov. 18 Safety Council

Nov. 19 Safety Council meeting