

CITY OF GROVEPORT
REPORT TO MAYOR AND COUNCIL

June 11, 2018

ADMINISTRATION – Marsha Hall

Legislation

Ords. 18-022 and 18-023 Rezoning and Final Plat for 5770 Saltzgaber Road (2nd Reading)

These requests were withdrawn by the owner. Planning and Zoning accepted the withdrawal request. Please consider postponing these indefinitely.

Ord. 18-027 Updating the List of Classified and Unclassified Employees (3rd Reading)

This legislation updates the list of unclassified employees, as defined in the City Charter, to include the Personnel Director, Engineer, Director of Transportation, and interns.

Ord. 18-029 Licensing Agreement with Orchard Grove Apartment Complex LLC (3rd Reading)

The sign for this apartment complex was damaged and had to be removed during the Hendron Road project. At that point it was determined that the sign sat partially in the right-of-way. They would like for the new sign to be installed in the same location as the previous sign.

Res. 18-002 Resolution to Accept the Gateway Corridor Plan (2nd Reading)

Per Council's recommendation at your May 22 Committee of the Whole meeting.

Ord. 18-030 Removing One of the PT Receptionist Positions and Creating the Position of Receptionist/Clerk (2nd Reading)

The municipal offices currently have two part-time Receptionists. One of the positions has been performing additional clerical duties for several of the building staff.

In addition, there are several other clerical duties that can be assigned to the Receptionist that are outside her current job duties. These include 1) assisting the Finance Department by entering vouchers, doing check runs, closing POs, entering new vendors, creating pay-in worksheets, and entering and filing pay-ins; 2) assisting the Clerk of Courts by scanning court files, setting up case folders, and creating a tracking system for voided tickets; 3) assisting the Clerk of Council by proofreading minutes and assisting with records retentions, and 4) assisting with researching vacant warehouses and entering them into Zoom Prospector, an economic development database for potential buyers.

The current Pay Scale includes PT Receptionist position as a Grade 1 and the PT Police Receptionist, FT Receptionist and Clerk positions as Grade 5. I am recommending that, if allowed, the PT Receptionist/Clerk position be upgraded to a Grade 3.

Ord. 18-031 Easement Agreement with Bob Ward Family LP for Private Force Main (1st Reading)

This is an easement request for a private force main running along the perimeter of our Parcel #185-002483 originating from the Ward Property on Hendron Road. The on-site system is at capacity and additional buildings cannot be added to the private system.

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Miscellaneous

Water System Asset Management Program

Senate Bill 2 by the Ohio Legislature requires all public water systems to have an asset management program in place by October 1, 2018. Ohio EPA rules for the program have just recently been developed detailing the requirements for the program.

The program consists of three major components. 1) Managerial Capability provides water system information that is needed to manage the system. It includes an operations and maintenance plan, training requirements, and an inventory of contacts and purchasing procedures. 2) Technical Capability includes mapping of the system, an inventory and evaluation of assets, criteria and timeline for the rehabilitation and replacement of assets, a capital improvement plan, capacity projections, emergency and contingency planning, and metrics for tracking and reporting. 3) Financial Capability includes pro-forma statements, balance sheet, statement of cash flow, current water rate and triennial water rate evaluation, documentation of all customers billed, and information demonstrating bond or credit rating.

Because of the complexity of this new requirement, we are seeking the assistance of a consultant to develop this program. We have obtained proposals from two firms, both with a knowledge of our water system, and will be interviewing them on May 31 so that we can so thereafter begin this process.

Installation of LED Signs

You may have noticed some new road signs installed at a few problem areas. Other entities are beginning to replace normal traffic signs with LED lit signs.

The following have been installed:

(2) LED stop signs on Bixby Rd at Ebright Rd. This intersection has seen several accidents due to drivers running the stop signs. In addition to the re-placement of warning signs on Ebright, the two LED lit stop signs with red reflective tape on the poles will hopefully reduce the number of accidents.

(2) LED lit No Trucks signs for trucks traveling to the warehouses at the southeast corner of Rohr and Pontius. The signs are on Rohr Road just east of Pontius.

(2) LED lit No Trucks signs on Toy Road at the Obetz/Groveport corporation line traveling east.

LED lit Speed Detection Sign on Wirt Road near College and Wirt Roads. The sign was included in the year's appropriations. It detects speeds in the east-bound direction of travel. It flashes detected speed and lights up a strobe at speeds greater than 30mph, which is 5mph over the established speed of 25mph.

We believe all of these signs will provide better safety and be deterrents to traffic violations. It is our intent to continue to replace unlit traffic signs with the LED signs at crucial locations.

Meetings; Events

Meetings/Events Attended

05/30 Meeting re. 4th of July Parade

05/30 Meeting with Fire Chief re. Tax Abatement Program

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05/30 Meeting with Van Trust
05/31 Water System Asset Management Plan meeting
06/11 Municipal Building Staff Meeting

Upcoming Meetings/Events

06/12 Interviews for Water System Asset Management Program Consultants
06/13 FOP Negotiations
06/14 Personnel Policy meeting
06/14 4th of July Committee meeting