

MINUTES
CITY & SAFETY SERVICES COMMITTEE
JANUARY 14, 2019
7:00 p.m.

Members in Attendance: Chris Fahl, Vice-Chair
Sarah Grace, Member

Administrators and/or
Other Elected Officials: President Pro Tem Butler
Service-Safety Director Stone

ITEMS DISCUSSED:

- Softening Salt (WWTP)
 - Butler – the current improved operation is much more efficient and has led to a significant cost savings – approximately 400 fewer tons will be needed

 - S-S Director – at \$100 per ton the savings could be as high as \$40,000 – this savings is 100% due to the Water Plant staff, careful operation, and maintenance of the facilities

- Cost of Water Connection
 - Butler – need to amend to remove Section 5.03.05 to state that these fees will be set by separate ordinance – this continues our effort to combine all City Code Fees into Title 1

- ACTV (annual contract)
 - Butler – need to appropriate (\$66,000.00) and authorize the S-S Director to expend the funds for this year’s annual contract with Athens Community Television

 - S-S Director – this is simply an extension of last year’s contract with no increase – this non-profit contract is funded through a 5% franchise fee assessed to video service providers within the City, currently Spectrum – noted that cable service providers that fund the revenue stream that pays for this contract brings in less revenue each year as cable subscribers are moving to internet based programming through Netflix, Hulu, etc., and not traditional cable – this revenue stream is being carefully monitored

 - Risner – the declining revenue is of concern – need to start planning a model that is indicative of future viewership

- Street Light Conversion

-S-S Director – AEP handles about 2/3 of the City's lights – the rental fees are relatively high due to the fact that AEP has no interest in converting from high pressure sodium to LED, as we have done for City-owned lights – there is also a monthly flat maintenance fee that is charged per fixture ranging from (\$8.00 to \$20.00) – the current cost is approximately \$200,000 annually for street lighting, with 1/3 of that cost for the City-owned lights

-Butler – asked about the locations of City-owned lights

-S-S Director – the lower decorative lights on Court Street, Richland Avenue, 1804 Way that was recently constructed, the lights along the 50/33 bypass that are inside the City limits – those owned by AEP are the traditional cobra head lights (about 750)

-Morgan Melendrez, Energy Advisor for Tanko Lighting, expressed an interest in auditing the City's existing street lighting and doing a street light design for the whole City – LED street lights offer better lighting and energy savings – explained that it is not in the best interest of utilities to move forward with LED street lighting; it would be expensive for them – Tanko is a street light only firm that assists municipalities transition from utility-owned high pressure sodium lights to City-owned LED – first step would be acquisition from the utility company – the following municipalities in Ohio own their lighting systems: Cleveland, Columbus, Cuyahoga Falls, Painesville, Hamilton, Hudson, and Amherst – ownership can maximize municipal savings, improve maintenance, increase control on-street lighting locations, access to Smart City technologies, small cell revenue generation, and the City will have access to all data – City should see an approximately 60% utility bill reduction – over a 20-year period the City should realize a savings of roughly \$2.1 million in energy and maintenance – project conversion will pay for itself in well under five years

-Fahl – asked if the City is locked-in with AEP to provide energy

-S-S Director – currently the energy for this account comes via the tariffs set by the PUCO – the City will always pay transmission and distribution service costs to AEP, however it is possible that generation costs may be on the open market

-Fahl – asked about small cell revenue

-S-S Director – there might be an opportunity, since we have the power and fixture, that a small cell provider could save money by leasing on the City's fixtures

-Fahl – asked how this would affect our friendly, dark sky policy – design ideas would have to take that into consideration

-Melendrez – company would make sure that the lighting is directional and not pointing toward the sky

-Robert Heady, Director of Engineering and Public Works (EPW), noted that the nice thing about LED lighting is that these fixtures are designed for a specific location that can direct light to where it is needed, and is a brighter warmer light

– savings will be appreciable – will drop flat fee per fixture to approximately \$3.00

-Grace – asked about the life expectancy of the new fixtures
-Melendrez – each fixture has a 10-year warranty and is tested for 100,000 hours of useful life, or 22 ½ years

-Butler – this proposal is relevant and important on a lot of levels, including safety – asked about ways the company will look at the City’s lighting needs
-Melendrez – a GIS audit will provide the current location of each street light, will reach out to Administration and the University for needed locations for added security lighting – City Council will provide final approval on design

-Heady – emphasized this project will allow the City to design its own lighting; where it is needed

-Fahl – asked about engaging the public in the lighting process to identify City needs
-Melendrez – public relations will be used to alert the public to the street light audit

-Auditor – asked about the cost
-S-S Director – will need to be financed either upfront through Capital Improvements, a loan, or borrow against future energy savings that may provide benefits in interest rates – clarified that street lights are paid out of the General Fund

-Grace – how soon would payment be expected
-S-S Director – audit can be paid for from current expenditures, approximately \$20,000 – after the audit the City can decide how to move forward

-Kotses – asked whether any City-owned lights will be upgraded as part of this plan
-S-S Director – that is not part of the plan, is only looking at the rented light fixtures from AEP

-Kotses – questioned whether Tanko only works with municipalities, or does it include private companies
-Melendrez – only works with municipalities on exterior lighting

-Fahl – asked how Tanko makes its money
-Melendrez – 70% is materials, 20% is installation, 10% is Tanko

ITEMS NEEDED ON THE NEXT CITY COUNCIL AGENDA:

1. Softening Salt
2. Amend Section 5.03.05

3. Water Rates/Fees
4. ACTV

MINUTES
FINANCE & PERSONNEL COMMITTEE
JANUARY 14, 2019
7:00 p.m.

Members in Attendance: Jeff Risner, Chair
Sam Cowl, Member
Peter Kotses, Member

Administrators and/or
Other Elected Officials: President Pro Tem Butler
Service-Safety Director Stone

ITEMS DISCUSSED:

- Appropriations/Transfers

-Risner – the following has been requested:

\$250.00 to General Fund, Treasurer, T.C. 200;
\$1600.00 to General Fund, Treasurer, T.C. 30;
\$300.00 to General Fund, Treasurer, T.C. 500, for a scanner;
\$420.00 to Enhancement Fund, T.C. 300, for real estate taxes; and
\$7014.00 to Wheel Tax Fund, T.C. 500, for additional local share of ODOT urban paving program for SR 56 resurfacing (ODOT bid came in higher than expected)

-Stone – noted the need to appropriate \$66,000 for the Athens Community Television annual contract – this was inadvertently left out of the 2019 budget

-Auditor – noted that there is no Internal Service Admin. transfer in the 2019 budget in Community Center Fund, 271, and same for General Fund, Parking Enforcement, 101.718

-S-S Director – the Internal Service Admin. amount for both Community Center Fund, 271 and Recreation Fund, 270, was put into Fund 270

-Auditor – will need to change that to a 50/50 split

-S-S Director – explained that Internal Service is comprised of fleet maintenance and computer/IT operations Citywide – historically, General Fund, Municipal Court, 101.106, pays the Internal Service of the Court – Municipal Court has several proprietary funds and one of the allowed expenses is computerization of the Court – rather than have the General Fund pay that Internal Service transfer

it is thought that it would be more appropriate to use one of those proprietary computer funds within the Court – Clerk of Court’s Computer Fund, 231, cannot support the entire amount, so part of the amount will need to come from the Judge’s Court Computer Fund, 230

- Credit Card Policy

-Auditor – Council now has the final document – majority of the policy’s language is directly from House Bill 312 and recommendations from the Auditor of State bulletins, as the State will audit the City for compliance – noted that maintenance agreements and term contracts are a prohibited use unless approved by the Auditor – the legislatively appointed Compliance Officer still needs to be approved (does quarterly reviews on number of cards issued and credit limits, along with providing an annual report) – if a Compliance Officer is not appointed, the Auditor must maintain physical control of all credit cards – Council President must also sign off on monthly credit card bills

-Risner – explained that the Compliance Officer may not use a credit card account and may not authorize an employee to use a credit card account – suggested that possibly the Council President Pro Tem could be the Compliance Officer – believes the Compliance Officer should not be a named person, but rather a certain position so that it continues on with the position

-S-S Director – noted that this policy is not significantly different from how the City currently handles credit cards, just additional checks and balances that are a good idea

-Auditor – the policy needs to be in place by February 2nd

-Crowl – looking at Page 3, Item 2, “Exceptions will be made for online vendors who do not recognize our tax-exempt status,” asked whether there are specific transactions that are not tax exempt

-Auditor – this would be specific to online retailers – tax exempt status is not guaranteed – it isn’t against the law for the City to pay taxes even though we are tax exempt, and we do pay taxes from time to time

ITEMS NEEDED ON THE NEXT CITY COUNCIL AGENDA:

1. Appropriations/Transfers
2. Credit Card Policy

MINUTES
PLANNING & DEVELOPMENT COMMITTEE
JANUARY 14, 2019
7:00 p.m.

Members in Attendance: Chris Fahl, Chair
Jeff Risner, Vice-Chair
Patrick McGee, Member
Sarah Grace, Member

Administrators and/or

Other Elected Officials: President Pro Tem Butler
Service-Safety Director Stone

Items Discussed:

- Annexation (Hillcrest Drive parcel)
 - Fahl – must adopt legislation and forward to the Athens County Commissioners the services the City will provide to this annexed area such as water, sewer, police, fire and street maintenance

 - McGee – asked if this property is currently undeveloped
 - S-S Director – there is one house on two parcels

- Athens Station (easement)
 - S-S Director – this is a request from Ohio University in conjunction with renovations to their utilities in the vicinity of the Lausche Heating Plant (Union Street area) – the easement will need to be approved by both the City, as owner, as well as the lease holder of the property – this is the extreme southernmost tip of the Athens Station parcel – a very small triangle – not near any public street or public service area

- Income Tax Review Board
 - Fahl – need to amend the Athens City Code language to align with the Ohio Revised Code

 - Auditor – these are basic changes – this Board is rarely used

- Amend Ordinance 08-18
 - Fahl – would like to rename ACC Title 49, Initiative Petitions, to Title 97

ITEMS NEEDED ON THE NEXT CITY COUNCIL AGENDA:

1. Annexation
2. Easement
3. Income Tax Review Board
4. Amend O-08-18

MINUTES
TRANSPORTATION COMMITTEE
JANUARY 14, 2019
7:00 p.m.

Members in Attendance: Peter Kotses, Chair
Patrick McGee, Vice-Chair
Sam Crowl

Administrators and/or
Other Elected Officials: President Pro Tem Butler
Service-Safety Director Stone

ITEMS DISCUSSED:

- International Street Fair
 - Kotses – the street closure is requested on, Saturday, April 6, on East Union between Court and University Terrace

 - President of the International Student Union – the street closure is the same as last year – received positive feedback about the changed location last year and would like to continue in the same area – this is the 51st year of the event

 - Vice President of the International Student Union – even with the cold weather, last year’s event was well supported – looking forward to additional performances and vendors this year

 - McGee – enjoys this event and supports the change in venue – asked about the Rotary event requested for the same day
 - Kotses – Administration is working with Rotary – this date will not work for them in the uptown area – too many events on the same day

- (2) ODOT Projects
 - Kotses – 100% funded by ODOT – (1) bridge painting on U.S. Route 33 over the abandoned B&O Railroad; and (2) bridge painting on U.S. Route 33 over the Hocking River

ITEMS NEEDED ON THE NEXT CITY COUNCIL AGENDA:

1. International Street Fair
2. ODOT Bridge Painting Projects