

**CITY OF TWINSBURG, OHIO
CAPITAL IMPROVEMENTS BOARD MINUTES**

September 12, 2019

CALL TO ORDER:

Angelo Carcioppolo called the meeting to order at **6:03 pm**.

ROLL CALL:

Present: Sharyn Price, Angelo Carcioppolo, Eric Hornyak, Charles (Pat) Kane

Absent: Bryan Waldorf

Other Council members present: Maureen Stauffer

Also present: Sarah Buccigross – Finance Director, Mayor Ted Yates, Jim Roberts -- Golf Superintendent, Fred Bissell -- Fleet Manager, Public Works Director Chris Campbell, Police Chief Christopher Noga, and Fire Chief Tim Morgan

AUDIENCE PARTICIPATION:

None

APPROVAL OF MINUTES FROM 09/10/2019:

MOTION TO APPROVE THE SEPTEMBER 10, 2019 MINUTES AS WRITTEN

Sharyn Price motioned to approve the minutes. Eric Hornyak seconded the motion. Motion passes unanimously.

REVIEW 2020 CAPITAL IMPROVEMENTS REQUESTS

- Ms. Buccigross reviews tonight's packet which includes a tally sheet to be used to take the vote that will be held on September 17, 2019.

Engineering Department:

- There were a few questions on the City sidewalk program and the tree program. The tree program consists of two main programs: one is money received from developers and, as the allotments get finished, the tree lawn trees get planted; the other piece is for replacement trees. The sidewalk program is for fixing/replacing sidewalks throughout the City. The sidewalk program budget was reduced for 2020.
- Fred Bissell was on hand to discuss the replacement of the vehicle for Engineering. The truck is a 2008 Dodge half ton pickup and has the highest mileage of any city vehicle in the fleet. This mileage is short trip mileage as well. The vehicle has rust and has gotten to the point where a lot of major components have been replaced or in need of replacement and the body is getting really rough. It has gotten to the point that it is just not feasible to keep on maintaining the vehicle. The other item he would like to note is that if this vehicle is replaced, there would be a 20%-25% improvement in fuel mileage which would be a cost advantage to the city as well.

Police Department:

- Police Chief Christopher Noga stated that he is need of replacement vehicles. Ms. Buccigross noted that these are replacement vehicles and not new additions. The only one that is a little different is that they are replacing one of the interceptors with a pickup truck. This will give them a little bit of versatility for sergeants/shift supervisors having

that vehicle on the road. This is their fourth go around with them leasing the vehicles and this program has worked very well for them over the years. This is the frontline fleet. Two detective cars are replaced every year and they roll those out so quickly because of the nature of their work, they want to make sure that no one gets used to seeing the same unmarked cars over and over again. There is a committed lease in the green packet, so the lease that is under the police page would be the new vehicles.

Fire Department:

- Fire Chief Tim Morgan reviewed the smaller items on the Fire Department's Capital Request list.
- **Security system** – the City has been upgrading security systems over the course of the last several years and this has not yet been accomplished over at the fire department. The updated system could be monitored remotely even from the dispatch center. The updated system would include card swipe door access on the exterior doors and some cameras around the building and sensors in some different locations. The fire alarm detection system in Station 1 was upgraded two years ago.
- **Knox Box System** – This is a system Fire uses for building entry throughout the City. There is a box placed on a facility that is secure and can have a tamper switch on it to protect against burglary and that holds the key to that facility. The only one who holds a key to that box is the fire department. It becomes a security issue as to what they do with that key. The part that they are looking at for in the vehicles is the secure system for that key. It is about \$8500 per vehicle and not only does it secure that key it tracks who releases the key from the system, how long it is gone, and when it gets put back. It is like a "chain of custody" for the key. The current key system is no longer working properly and support is being discontinued. Ms. Buccigross mentioned that these boxes are a concern on the IT side as well because they are having trouble getting them updated.
- **Pulse Oximeter** – This is a medical device that Fire uses on almost every medical call. This tells them what kind of oxygen saturation a person has in their blood system and it also tracks the person's pulse at the same time. This particular model the RAD57, which they purchased originally about 14 years ago, also checks for carbon monoxide in the blood system. One of these is falling apart. They would like to upgrade this device to a device that has new circuitry, better sensitivity, and reliability. They are looking for three of these units.
- **Life Pack Monitors** – These are the heart monitors. They have the defibrillator in them. They can also do 12 lead EKGs and then transmit the EKG to the hospital for doctors to access. It is also equipped with capnography that allows them to check for the level of carbon dioxide in the respiration system. This piece of equipment is something that they use on just about every medical call. The units that they currently have are approximately 10 years old. They are hoping to buy four monitors. Three is essential. Fire offers health screenings at different events as well. The life expectancy is 10 years typically for these units.
- **800 MGHZ Radio** – This is the primary radio system for Twinsburg and Summit County and most of our neighbors. The Fire Department has been in the 800 radio system a little bit longer than the Police Department so they have some older radios that are at end of life. Motorola no longer supports these radios as far as parts, repair, etc. They are still functional, but they are trying to stay ahead of the technology curve in regards to the radios.
- **Fire engine** – Fire is close to having the specifications for the new engine completed. They are expecting an engineered drawing with a price tag attached to it. Chief Morgan

noted that Mayor Yate and Fleet Manager Fred Bissell will be included on the final engineering of this engine.

- Ms. Buccigross mentioned that for the Fire Department there is a note of “operating as needed” so in their operating budget if they need some smaller items, they can use funds from the operating budget.

Public Works/Service Department:

- Public Works Director, Christopher Campbell and Fleet Manager Fred Bissell were on hand to discuss the needs for this department. Ms. Buccigross stated that there was a question regarding the Community Center roof. Mr. Campbell stated that they had had a company, Construction Resources (a consulting firm), to do an analysis of the roof. They had new HVAC equipment put in on a portion of the flat roof and they had some ponding of water in that location and they found that the roof was sagging. It was determined that when the building was originally built the beaming was not adequate. They have to replace not only the roof but also some of the structure. Ms. Buccigross explained that the \$250,000 item in question refers to the first section of the \$565,000 estimate. There are seven different sections.
- The pickup truck, maintenance van, and trailer were questioned as well. Mr. Campbell reiterated that these were all replacements of existing vehicles with the exception of the equipment trailer. One of the two equipment trailers would actually be a new/extra one. They have taken a trailer that they had and converted it into a trailer that they use for slab-jacking of sidewalks. For this process you need a water tank, a mixer, as well as a hydraulic system that pushes the product that they use to raise the sidewalks. In order to do that efficiently, they had to move all of the equipment to the trailer, so it became a permanent application. The second one is a direct replacement for a trailer that is 30 years old.
- Mr. Bissell explained that the pickup truck is a crew cab and is a two-wheel drive. This is replacing a plow truck. They use the crew cab (four doors) to fit everyone in one vehicle as it is more efficient.

Golf Maintenance and the Clubhouse:

- Items in question are the golf cart, the embankment mower, and the reel grinder. Jim Roberts, Golf Course Superintendent addressed these items. All three items are replacements. The current reel grinder that they have is 23 years old. This unit is now out of production and parts are unavailable. He has researched outsourcing this process, but the problem with that is the timeframe. It would not be efficient time wise and the rate per hour is \$100-\$200. They have 55 cutting units that they use. Just one round would be approximately \$5,500 and they usually have to do two to three rounds. It is a cost-savings to the City for them to have the machine and do it themselves instead of outsourcing. The new machine would be a 25 year machine.
- The golf cart would be a golf cart with a bed that will be replacing a golf cart that they purchased in 1992. They have utility vehicles on the course that haul large amounts of material. The cart would be used by the seasonal employees for carrying around weed eaters, hoses, etc. This would be a more functional vehicle and would be an asset to the City.
- The rotary embankment mower would be a replacement of a 2005 embankment mower. The frame is cracked in three places due to rust, the turbo off the engine is having problems and there is an issue with the hydraulics as well. This is a specialty item and is

- used for the undulations (rises and dips in elevation) on the course, practice facility and around the clubhouse entrance, etc.
- The pavilion furniture is actually on the pro shop side. Currently the courses uses large picnic tables that need to be moved back and forth. Sometimes the golf employees can handle that and sometimes they have to call in service to help. The most cost effective process would be to purchase new pavilion furniture.

Parks & Recreation Department:

- Derek Schroeder – Parks and Recreation Director was unable to attend this meeting. Ms. Buccigross mentioned that a few years ago they did a study of the amphitheater. The whole total project was approximately \$500,000. The piece that Mr. Schroeder is trying to get done in 2020 is down by the bridge to help with wheelchair access over the bridge and up to a better seating area. He is still working with the contractor and trying to bring down the price, so the amount that they currently have as a placeholder will probably be lowered again. Mayor Yates explained the study of the amphitheater and their vision for this area and the thoughts that they have to make this area more ADA compliant. ADA access is what they are trying to incorporate into this project for 2020.
- The waterpark furniture was also discussed. Ms. Buccigross explained that this would be additional furniture. The waterpark runs out of chairs on busy days. This request has been pushed back a couple of times so Mr. Branden Burns – Aquatics Manager would like this to be put through for 2020. The revenue for 2019 has been up for the outdoor pool. The waterpark is doing well.
- There was an appropriations amendment made at Council for Phase I for the Pickleball courts. Phase I is this year and was passed on September 10, 2019 to set aside the funds. They are going to start this project this year and will pay it off next year with what is on this capital request for 2020. Mayor Yates mentioned that there has been fundraising for this particular project by the Friends of the Parks.

Miscellaneous:

- Tuesday, September 17, 2019, will be the vote. Ms. Buccigross mentioned that if there are items that they would like to take off or add onto the tally sheet to let her know.
- There was a question as to if they should add one more Pulse Oximeter and Life Pack Monitor to the Fire Department request. Ms. Buccigross stated that his request is for three for the Pulse Oximeter since those are in a little better shape. There is a need for four Life Pack Monitors.
- Mayor Yates reiterated that the Police Department will be going with Ford Explorers for their fleet vehicles since they have had success with those vehicles. The new Explorers will be hybrid vehicles. They do end up repurposing the old vehicles for other departments. Cost savings in fuel will be expected when purchasing the hybrid vehicles.

NEXT MEETING

Next meeting date is **09/17/2019 5:30 PM**

ADJOURNMENT

MOTION TO ADJOURN THE MEETING

Eric Hornyak made a motion to adjourn the meeting. Sharon Pryce seconded the motion. Motion passed unanimously.