



# City of Gahanna

Office of the Clerk of Council  
200 South Hamilton Road  
Gahanna, Ohio 43230

## Meeting Minutes Public Service & Safety

*Jamie Leeseberg, Chair, Ryan P. Jolley,  
Michael Schnetzer*

*Kimberly McWilliams, CMC, Clerk of Council*

---

Monday, March 9, 2015

Council Committee Rooms

---

### Immediately Following Committee of the Whole

#### UPDATES:

#### Tim Taylor, Fire Chief of Mifflin Township

Mr. Leeseberg made introductions and asked Chief Taylor if there were any updates he would like to share. Council is affording the different townships in the area the opportunity to discuss how they are running. This was Chief Taylor's first Council meeting and he deferred statistical reporting to Deputy Chief Kauser who presented statistical information regarding traffic and Emergency Medical Service (EMS) runs and stated that he would forward a copy of the metrics report that the Township produces that will contain the hard data Council has requested. He presented the following report.

- There are twenty-five to thirty EMS runs per day in the Gahanna area. They are up by 3 to 4 percent this year.
- Interstate 270 traffic incidents have increased. There have been an average of two to three accidents per day. The Mayor asked what would cause this. Mr. Kauser stated that the volume of traffic, a four hour shut down of a part of Morse Rd. as well as the weather were factors.
- Stalled vehicles were not as numerous as previous years.
- There is quite a bit of construction going on in the city.

Chief Taylor stated that the months of April and May will capture the trends in more detail regarding the statistics that were presented. There are 800 runs a month in the district. EMS runs constitute eighty-five percent of services.

He also reported that the Township's ten year budget review will begin during the strategic planning session which will occur throughout the better part of 2015. There has been very good fiscal responsibility practices taking place. The planning will ensure that there is a good understanding where the township stands financially and what the next funding cycle will be. Exhaustive reporting will occur in the 3rd and 4th quarters of 2015. Council expressed their appreciation

regarding the receipt of reports in the past. The goal is to get more information to the public in a timely manner, as to let tax payers know where their money is going, thus keeping an open dialogue of communication with the public as well as the surrounding townships. Deputy Kauser also reported there is an average of 800 EMS runs a month constituting 85 percent. The charge for EMS runs is \$350.00 per run. There is no cost recovery system established as the Township does not actively pursue delinquencies, but has collected thirty percent of those costs. Chief Taylor will be retiring in May after Thirty-seven years of service. The Council congratulated him.

### **Brad Shull, Fire Chief of Jefferson Township**

### **ITEMS FROM THE CITY ENGINEER**

[2015-0058](#)

Engineer & Service Supporting Documents

**Attachments:**

[Service Report 03-09-15](#)

[Parcel 1-SL\\_Carpenter Rd Bridge \(Bright\)](#)

[Parcel 1-WD\\_Carpenter Rd Bridge \(Bright\)](#)

[Parcel 2-WD\\_Carpenter Rd Bridge \(Burford\)](#)

[Parcel 3-WD\\_Carpenter Rd Bridge \(Celentano\)](#)

[Carpenter Rd Proposal 02-24-15](#)

[Janitorial Services - Bid Summary](#)

[Plug Smart Agreement](#)

[AEP Grant Agreement](#)

[Columbia Gas Grant Agreement](#)

[Zoko Consulting Services Agreement](#)

[RCAs](#)

#### **1. Carpenter Rd. Bridge Replacement ST 993 – ROW Accept Deeds**

Rob Priestas, City Engineer said this is regarding the previously authorized request for the right of way easement for the bridge replacement for the Carpenter Rd.; right of way deed has been acquired and recorded. As a result a request for an ordinance to accept the easement was presented.

**RECOMMENDATION: 1st Reading; no need to come back**

#### **2. Carpenter Rd. Bridge Replacement ST 993 – Contract for Design Services**

Priestas said now the easement has been acquired and recorded, we are ready to move into the design of the bridge replacement. The City used the quality based selection process, selecting URS Design Team for the Carpenter Rd. bridge replacement. The fee will be a little over \$69,000. The funds to cover that design work had been approved in 2014 and have been encumbered. No supplemental appropriations will be necessary. An ordinance was respectfully requested to authorize entering into contract with URS Design Team. A question was asked about the funds. Mr. Priestas stated that there was a little over \$80,000 dollars left in Engineering.

**RECOMMENDATION: 1st Reading; no need to come back**

## **ITEMS FROM THE DIRECTOR OF PUBLIC SERVICE**

### **1. Repeal Current Janitorial Contract and Re-Award**

Dottie Franey reported on bidding for the cleaning contract. In November of 2014 contract bidding began. A company was chosen but then declined before the contract because of the bond requirements. The next bidder stated they could provide the services, declined by the time the letter for services was completed because of the long background check turn around so they declined to sign the contract. The third bidder ABM Onsite Services can begin to provide services on March 16th. We are asking for legislation to award to the third cleaning company, ABM Onsite Services and an emergency and waiver of 2nd reading so services can start as soon as possible. The current agency providing cleaning services stated they would remain until then. Also a supplemental amount of \$1,654 will be needed to make up the difference in the contract. Jolley asked about the reputation of the company. Franey stated that their references were checked. There were mixed reviews, some were great, some stated the company is very competent, and Service has met with them as well. They seem quite competent and have been offered a three year contract, with two separate extensions of one year. Mr. Jolley asked if there were any concerns regarding signing a three year contract right away. Mrs. Franey stated no because they can be removed if they are not performing well. There are service levels that must be met.

**RECOMMENDATION: 1st Reading; consent agenda; waiver of second reading; emergency legislation**

### **2. Plug Smart Energy Audit Agreement and Grant Applications**

Franey stated a company called Plug Smart does company audits of

facilities checking out mechanical facilities and equipment. AEP and Columbia Gas offer funding for these services through a grant that covers this type of energy audit. They would evaluate City Hall, the Police Department, Senior Center, the Oklahoma Complex, the Hunters Ridge Pool and Gahanna Swim Club. They would check out mechanical systems, offering suggestions on what should be replaced or what advantageous operational changes should occur. Tonight we are asking for legislation that authorizes the Mayor to enter into an agreement with Plug Smart and to also apply for the AEP and the Columbia Gas grant. We ask that it be passed as emergency legislation enabling us to acquire the grant in a timely manner.

**RECOMMENDATION: 1st Reading; Consent Agenda; Emergency Legislation**

### **3. Utility Bill Validation Training**

Franey stated an energy consultant offers training known as Utility Bill Validation Training. This energy consultant charges per hour and is not related to a grant. Staff will be trained on how to properly verify utility bill charges, ensuring correct tariffs and that they are being calculated correctly, that taxes are not being charged improperly, and how to access refunds when errors are found. Electronic spread sheets will be generated so that staff can input the different segments of utility bills, highlighting problems immediately. Service will have control of utility bill review instead of contracting this service out. The charge of this service is \$175 per hour. Training will take approximately four hours which also includes spreadsheets. There are no supplemental appropriations needed for this. We are simply requesting legislation authorizing the Mayor to enter into agreement with ZOKO Consulting. Administrative Assistant Gina Shepard will be trained as well as technician Jennifer Hamilton, Matt Holdren and Franey will sit in on the training as well. ZOKO Consulting will be evaluated by Holdren and Franey. Jolley asked if the training could be video recorded. Franey stated documentation would take place.

**RECOMMENDATION: 1st Reading; no need to come back.**

### **Jeannette Jarrett, Reporting**