

OUTSTANDING CITY COUNCIL AGENDA ITEMS

City of Ashtabula – City Council

As MARCH 3, 2011

Contact Clerk of Council at (992-7119 or x219 or lavetteh@cityofashtabla.com) with agenda items

(agendas/outstanding city council agenda items)

COMMUNITY DEVELOPMENT and PARKS & RECREATION – Wednesday, April 6, - 8a – 2nd Floor Conference Room - (CHAIR: James Trisket)

1. N. R. D. Funds and Planning – (Jim Trisket)
 - 12/2 – Chair presented Committee with packet; outlined process; will be diligently working to see if City can obtain some of these funds
 - 1/12 – Chair provided information to Committee and will continue to keep posted
 - 2/5 – Chair asked Clerk to hold Thursday, 3/11, 6p, for meeting with Sig Williams, Fish & W/life representative, P&R Board, Harbor Area Steering Committee
 - 5/5 – Discussed with Solicitor Franklin and Manager Cantagallo; Committee voted to spend \$2,000 of Recreation funds to have title searches conducted; committee to take to full Council at 5/10 special meeting
 - 7/7 – Committee determined should clarify with Manager what “we’re in the process of doing that” means as it relates to having title searches conducted
 - 9/29 – Chair is waiting to hear back from the Manager
 - 10/18 – Chair reported Committee will discuss at next meeting with the hopes of getting further towards what has been worked on
 - 2/28 – Chair said Manager has to provide information before the Committee can continue with this discussion
2. Carports (Karen Flack)
 - 12/9 - The Committee will review the City’s Codified Ordinances (CO) regarding temporary structure to determine how it should be amended. The Committee will seek to expand on Codified Ordinance Sections: 1111.04 (e)(5); 1333.02 (1) - Accessory Structures definition (see attached); and 1105.01 - Accessory Buildings definition
 - 2/28 – Chair suggested this item remain on the agenda
3. a. Historical Signs (add Walnut Beach & Finnish American)
 - 9/7 – Chair asked P&R Board member Earl Tucker if his Board handling – he replied no; Chair to check notes to determine who’s to handle this request and who will pay for the sign redo
 - 10/5 – Chair reported more research needed
 - 10/14 – P&R Board member Quaranta told Clerk the Wulff’s who run Walnut Beach concession stand have someone to do the project and cover the cost, but that it needs to be determined if the work would normally be performed by unions
 - 10/14 – P&R Board member Tucker emailed Clerk that Chuck Altonen and the Wulff’s come to mind regarding this project; that there are no offers to pay just the request to add to the signs
 - 10/15 - The Clerk relayed to Tucker, Quaranta, Westlake, Keenan and Lattimer her 10/14 conversation with Quaranta
 - 10/27 – Chair told Clerk PSS Iarocci will check with unions to see if okay for others to do and report at next committee meeting
 - 11/2 – PSS Iarocci had not spoken with unions; agreed to speak with Traffic Foreman G. Urbano and report back
 - 1/11/11 – PW Committee referred to Community Development Committee to take over
4. 1/13 – Criminal Activity Nuisances ordinance received; Chair said second part of ordinance is still needed; Solicitor commented: “I am not remembering the “other part” of the proposed legislation. I am willing to do whatever is requested, but please also be advised that the Department of Taxation and County Auditor have advised that they reserve the right to refuse nuisance abatement certifications if they don’t agree with the ordinance authorizing it, as in our recently-passed rubbish-nuisance ordinance. We may be beating a dead horse here, at least until after we sue and get a determination as to whether or not those offices have that power.”
 - 2/22 – Chair asked Clerk to place ordinance draft she has on the March 7 Regular meeting agenda; that second part is not forthcoming 2/28
 - Chair said he has to meet with the Solicitor to determine what has to be done once the nuisance ordinance passes

ECONOMIC DEVELOPMENT/PORT AUTHORITY – Wednesday, March 9 – 6p - Municipal Building 2nd Floor Conference Room- (CHAIR: Ann Stranman)

1. Downtown/Main Avenue/ADDA Activities
 - 1/12 – Lattimer would like to see \$40,000 put back in street fund so can do dimple removal since Transportation Bill not going through; Lattimer to announce at 1/14 ADDA meeting
2. Harbor/Bridge Street/Lift Bridge Community Association Activities
3. Engineering Permit Fee Schedule
 - 5/12 – PSS Iarocci told Committee Engineering Administrative Assistant (EAA) Corbissero suggests the fees be amended and provided sample fees schedules for the Committee’s review; Manager said he, PSS Iarocci and EAA Corbissero will review sample fee schedules and make recommendation for changes to Committee
 - 7/2 – Clerk advised Chair of conversation with EAA Corbissero regarding no movement on this matter and how revenues are being lost because of no movement

Economic Development Committee (cont'd)

Engineering Permit Fee Schedule (cont'd)

- 7/14 – EAA Corbissero presented proposed fees changes; Committee discussed and made suggestions; Manager said he, the Solicitor and EAA Corbissero will work on this and present a recommendation to the Committee
- 7/19 – Chair reported to full Council that Manager said he and Solicitor will work on proposal and make a recommendation to the full Council
- 11/15 – Manager asked Committee to place ON HOLD until various negotiations are completed
- 1/12 – Manager reported he, solicitor, health commissioners, engineering admin assist working on drafting one fee schedule
4. J.E.D.D.'s
11/15 – Manager told Committee activity is moving forward as much as possible – some talks ON HOLD until various negotiations are completed
1/12 – was suggested that GP new Director could help with JEDD; Commissioners to sign city/county sewer agreement 1/20
 5. Maintain Open Communication w /ED related organizations and groups
 6. Stop/Resume Work Orders Procedures
8/12 – Committee to draft proposed legislation, send to Solicitor for review, and present to Council
8/20 – Clerk sent Committee sample legislation
8/23 – Chair acknowledge receipt of sample legislation and submitted inquiry to Councilor Lattimer
11/16 – Clerk drafted proposed legislation & submitted to committee and solicitor for review
11/17 – Solicitor commented; Lattimer commented
 7. Ashtabula County Economic Development Committee's Goal – Discuss
 8. Electronic sign advertising
7/14 - Manager reported a company who creates various sized electronic advertising signs would like to acquire City property for a one time payment of \$300,000 to \$350,000, for which to sell rolling advertising; They have very strict design and location requirements; The City would be allotted a certain amount of advertising; It would be a twelve (12) year contract; and Route 11 is the preferred location. He will come back to the Committee once the location and cost are determined.
1/12 – Manager reported company likes 5 points location; company conducting survey work; results unknown
 9. Website redesign
1/20 – Chair and SA Pfouts met with design company
1/21 – Chair shared info via email from 1/20 meeting and asked for suggestions
2/4 – Chair and SA received 3 quotes
 10. Slogan contest
2/4 – Chair emailed idea to LBCA, ADDA, Chamber, Council, Administration and various others; waiting for feedback
2/6 Ren of LBCA replies
2/20 – Chair sent email to Carlisle, Mullen, Timonere to see if email asking for entrance/ballot box locations participation has been forwarded to ADDA & LBCA memberships
 11. Bridge Street Streetscape Project
1/27 – Chair, lattimer, president & Pugliese attended Bird Houk presentation at LHS
 12. Conforming Boundaries
3/1 – Clerk set public hearing for Monday, March 21, at 5p, in Council Chambers and sent email invites to Ashtabula and Saybrook Townships
 13. Industrial Park Activity

Pending/Hold

1. Tap-in Fees
 - a. Legislation
1/13/2010 – City Manager told Committee he and Solicitor would draft proposed legislation and present it to Council after the Manager researches tap-in fees of surrounding areas, for the purpose of being more competitive
4/14 - Manager to provide Committee with update on proposed legislation; he has one more sample legislation to secure; agrees with going with “pipe size” as previously suggested by Councilor Lattimer; has most of proposed legislation drafted, will combine verbiage and numbers (pipe sizes) and present legislation; Manager again suggested “tap-in” be changed to something more fitting for the activity – this has been a long standing suggestion and should be included in proposed legislation for Committee’s review
5/12 – Committee placed ON HOLD at Manager’s request; item will remain on this report
11/15 – Manager commented on need to find suitable language/term for fees and asked Committee to place ON HOLD until various negotiations are completed

- 1/12 – Committee asked for draft copy of proposed legislation Solicitor was to draft January 2010; committee offered to assist with drafting and other tasks that would move this issue along
- 1/27 – Chair sent email to Manager and Solicitor (copied Committee, Clerk and Ron Kister) reminding that them this needs to be worked on; Manager said County Commissioners sign regional (city/county) sewer agreement – County Prosecutor Sartini needs to sign – out until
- 2/14 – KEEP ON HOLD
- 2/9 – Committee offered to take what Manager and Solicitor have gathered and drafted and continue the process; Manager said okay
- 2/22 – Chair asked Manager and Solicitor for availability for March work session

FINANCE & PERSONNEL – Wednesday, March 9 – 9a – Municipal Building 2nd Floor Conference Room – (CHAIR: Betty Kist)

1. Acting City Auditor’s Report
 - a. Financials

2. Union Industrial Contractors (UIC) Reimbursement (for AAA Pipe Company change order)

11/2/09 - The Chair reported sometime ago Council requested the Manager write UIC, the company he felt was responsible for reimbursing the City for a \$9,476.51 change order performed by AAA Pipe Company. The Chair reported a copy of the correspondence has not yet been provided. The Chair would like a status report and asked the Solicitor if he had any follow up on the pursuit of payment. The Solicitor replied no, but that he could address some of the other points. He stated there is an open purchase order for the assistance of Ulmer and Berne regarding the Regional Sewer Agreement negotiations and their participation in that was authorized by Council. He reported the Saybrook Tap-in file does not disclose that any City official waived the fee. He said the only thing he has seen is repeated request from Saybrook that there be a waiver and repeated request for payment from the City.

01/19/2010 – Chair asked if payment received; Manager replied UIC has not responded and suggested the best course of action is to contact them, and if he is not satisfied with the outcome he would have the Solicitor make contact.

3/9/10 – Manager absent from meeting – Committee asked that this remain on this report

4/5 – Chair asked Manager if he will be able to report; Manager agreed to provide written update

5/12 – No written update provided; Manager reported UIC has not responded; Solicitor now to write letter

10/13 – Manager said in hands of Solicitor, Solicitor out today, Manager’s Executive Assistant Sanders has note to speak with Solicitor tomorrow

10/18 – Clerk notified Manager’s executive assistant of Manager’s 10/13 report at F&P meeting that this matter is in Solicitor’s hands; Chair asked Solicitor for update at regular council meeting; without file Solicitor was unable to respond and asked Chair to call his office tomorrow for an update.

12/1 Clerk asked Solicitor for update on Chair’s behalf; Solicitor checking into status

1/12/11 – Committee asked Clerk to pen letter to Solicitor asking that he write UIC and respond to Committee by Friday, January 28; clerk sent solicitor letter on chair’s behalf & email copied council, solicitor, manager, EA Sanders; EA Sanders called Clerk to see if AAA was asking for payment in order to assist solicitor in resolving the issue

1/14 – Maria Rivera (Solicitor’s exec secty) forwarded letter Solicitor penned to UIC giving them until 1/31 to respond; Clerk forwarded correspondence to all of Council

2/3 – Clerk sent email to Solicitor informing of 2/9 committee meeting and to provide the status of the 1/14 above entry by Tuesday, 2/8 @ noon

2/8 – NO REPLY to date

2/9 – Manager reported UIC responded; response sent to City’s engineer on that project; awaiting for their reply; once received will forward to Committee; he believes UIC owes the money

3. Spring Street Bridge

2/21 – President told the Clerk he asked the Vice President to place this ON HOLD

4. .2 mil operation levy on November ballot (move forward with placing it on November ballot or no)

5. Office of City Treasurer (review correspondence, make recommendation(s))
6. Systems Analyst position (review correspondence, make recommendation(s))
7. Sewer / Trash Late Fee (Accountant Simons)

8. Consider Mr. Bret Cimorell’s September 1 sewer rate request (referred by Council at 9/20 pre-council meeting) (Accountant Simons)

10/5 – Chair asked that Committee wait to address Mr. Cimorell’s request; Chair reported speaking w/Cimorell; he realizes his request may not be able to be satisfied; Auditor should be present at discussion

11/2 – Committee discussed; will think about how can do, if at all

1/11/11 – Committee asked Clerk to have Acting Auditor Jury to attend February or March Committee meeting to discuss if rebate or some other way would satisfy the request; it was mentioned that former Auditor Zullo reported the concession should be made but the difficulty is with billing; Clerk email 1/4/2010 regular meeting minutes to auditor, acting auditor, chair

1/13 – Acting Auditor Jury said she and Accountant Traci Simons will be at the February 1 committee meeting

2/1 – due to Accountant Simon’s illness this will be discussed in March

PRE-COUNCIL MEETING – Monday, March 7 – 6p – Council Chambers (CHAIR: Charles Brockway)

1. Mr. Steve Roloson, Ashtabula River Watershed Steering Committee (10 min briefing to council/admin on project) (330) 697.5225
2. Work Session to discuss Auditor and Income Tax department staffing/cross training (3/1 Councilor Lattimer suggested)

PUBLIC UTILITIES and SCHOOLS – (MEETS AS NEEDED) (CHAIR: August Pugliese)

PENDING

1. Street Lighting Request (Rodgers Road between East 41st and East 42nd Streets) August 2 Councilor Pugliese provided quote (estimated at \$700.00) to Chair on – discuss funding
9/7 – Chair reported Council referred to PU&S Committee’s pending agenda to be discussed when funds are available

PUBLIC WORKS – Tuesday, April 5 - 8a - Municipal Building 2nd Fl Conf Room - (CHAIR: Julie Lattimer)

1. Traffic Control
 - a. E. 51st Street Stop Signs
10/18 – Chair posed questions to Chief (There is also a concern about the stop sign at E 51st (she does not state where on E 51st) where a driver stops before the intersection and has to ease up to view the oncoming traffic. I was under the understanding this can happen due to the design of certain intersections, is this true?
11/2 – Chair said she had not visited the area; Clerk said signs are obstructing vision of on-coming traffic, especially at night; Kister asked that he be allowed to check the area out before anything is done given it’s his property; has not received PD’s recommendation – placed ON HOLD
11/3 – Clerk reported her observation of the intersection to Chair and R. Kister
1/11 – Chair has not heard from Mr. Kister; Chair said signs blocking view; Clerk said trees to left of signs creating most of the blockage; Clerk to send to PD for recommendation & mention foliage; Clerk emailed PD Chief, his admin assist & this committee chair the committee’s request along with this history
1/14 – PD Chief told Clerk he spoke to Capt. Cornelius who believes the placement of a sign on Kister’s property is the problem more than the trees, bushes, etc... He told Chief Bill Jepson is looking into this matter and that it seems that the sign may not have been installed in accordance with City regulations. You may want to contact Mr. Jepson to expedite this; the Clerk reported when the foliage is on the trees that’s the problem; and she forwarded the Chief’s suggestion to contact Jepson to this committee’s chair and await her direction
2/1 – Chair reported Kister will remove tree; PSS Iarocci to ensure this happens
 - b. West 30th Street Detour (traffic onto Lake Avenue) (Chair)
1/11/11 – Manager said detour still being discussed
2/1 – Committee would like designated route to be made verbally clear and placed in the newspaper along with a map (Manager to take care of); ET Close said route will be known after 2/15 pre construction meeting
2. Traffic Signalization Grant
1/11/11 – the Chair reported LJB, Inc. said we have a pretty good chance of getting the grant; and 2010 we did not because we asked for too much; the Chair corresponded with Kevin Miller at ACMC about their location
1/12 – the Chair and LJB, Inc. corresponded
4. Animal Control Officer ACO
In summer 2010 PSS Iarocci told Committee ACO did not have any trapping equipment and needed \$3,000; Committee Chair asked why no equipment when it was purchased the prior year; the PSS to find out
1/11/11 – Chair asked for an update; PSS Iarocci asked chair what she was looking for; Chair said she had asked why there was no equipment; PSS said he will have ACO call chair and speak with her directly
2/1 – Chair strongly suggested ACO be written up for non-due diligence in performance – manager said everything is being handled; Chair not against trapping but want it carried out; PSS Iarocci will purchase 10 traps and activity will begin
5. Main Avenue Funds
2/1 – Manager and ET Close will walk street today, determine what needs to be done, and Manager to have number by 2/7 pre council meeting
6. Off Street Parking - Review CO 1149-01 thru 1149-07
9/7 – Committee referred to Planning Commission
9/8 – Clerk forwarded recommendation to Planning Commission
10/28 – Planning Commission meeting agenda did not list this item would be discussed
11/1 – Clerk sent email to Floyd Tackett (PC Secty) and Engineering to determine status
11/2 – No report to Committee to date
11/24 – Clerk emailed Council that she filled away “no reply” because has not heard from anyone
1/11/11 – Chair said will discuss in February
2/1 – Chair said will discuss in March

7. 2011 Paving Program
8. "Bricking" on West 44th Street (from Station Avenue to Foster Avenue)

PENDING/HOLD

1. Traffic Control
 - a. File (Organization of) (Chair)
 - 6/15/09 – Chair suggested traffic map legislation be organized to more readily find the current status of a traffic control device at a particular intersection, the number and location of handicap parking spaces, etc. The Chair agreed it is a good idea
 - 9/2 – Clerk suggested proper name of traffic control document be determined
 - 9/21 – Clerk emailed Chief Stell to ask for proper term "traffic control map & file" or "traffic control file"; Traffic Map is proper
 - 10/02 – Engineering maintains file; there is no map
 - 10/06 – Committee will make recommendation to set name right when changes for organizing the files are made
 - 12/2 – Chair hoping to have report in January – discussed ideas with Solicitor
 - 2/2/10 – No update per Chair
 - 4/6 - Chair to meet with Solicitor this month
 - 5/3 – Chair asked Clerk to move to pending agenda – has not had opportunity to set up appointment with Solicitor
 - b. Alley between East 18th and 19th Streets
 - 5/12 – Chair asked that parking in alley between East 18th and 19th Streets be placed back in committee and that no previous action agreed upon be taken
 - 5/27 – Chair has not received a reply from correspondence she sent regarding this matter; Chair suggested it not be placed on the 6/1 Committee agenda
 - 7/6 – Chair will speak with Solicitor to determine best route to take in resolving
 - 9/7 – Chair reported no Solicitor response – will follow up
 - 10/5 – Chair asked that this be placed ON HOLD
 - 11/2 – Clerk placed on committee agenda; said winter may cause it to become an issue again; committee discussed; ET Close found right-of-way pins; Chair to ask Solicitor if finding pins locations is sufficient to right letters
 - 11/8 – Chair made report to Solicitor on 11/2 committee comments
 - 1/11/11 – ET Close gave map of alley to Chair, Chair will give to Solicitor
2. Route 20 & Lake Avenue Intersection (left turn west on to Route 20 going west)
 - 10/15 – Chief and Lt Brown suggests the "no turn on left" be reinstated
 - 10/18 – Chair suggested she and Chief speak about this suggestion before moving forward
 - 11/2 Committee reviewed Chief's reply – placed ON HOLD to see if traffic camera aids in cutting now on accidents
 - 1/11/11 – Committee asked that this be left ON HOLD
3. Sewer Cleaning Schedule
 - 9/2/09 - The Committee requests Mr. Boyle provide a map of the main and laterals. The Committee wants to ensure a maintenance schedule is being worked on, realizing the problem areas have to be dealt with first
 - 9/8 – President said his understanding was that a schedule was to be devised; Chair reported the areas in need of attention would be worked on first and then the schedule set; Chair asked Manager to provide whatever map the City has for the sewers; Manager reported laterals are not on the maps because they are not the City's responsibility
 - 9/9 – Engineering Technician (ET) Close provided map for one area to Clerk
 - 10/06 – Committee discussed; will take to 10/13 work session to discuss funding
 - 10/19 – in Pre-Council Manager reported map he provided Committee denoting Phase 1 is really Phase 2
 - 11/9 – Manager reported estimated cost will be \$135,000 plus design engineering and construction management costs bringing estimated total to \$150,000 – Manager provided Clerk with email copy from Bill Boyle, GGJ, Inc. to ET Close
 - 12/2 – PSS & ET asked how Sewer Cleaning Schedule is going to be funded – said using some OPWC funding for some of the scheduled West 30th Street project; PSS reported some cleaning has been done – committee asked for copy of list of plan; Chair replied this activity should be treated like the annual street paving program
 - 2/2 – ET Close announced cleaning to begin on West 9th (n) & Ohio Avenue (w) when funding available; and that he would provide a written plan
 - 4/6 – Per Chair, Councilor Pugliese, Manager, ET Close's plan was received; Clerk notified she did not have a copy – someone to provide it to her; Chair asked ET Close to look for grants; matching funds will be needed; ET Close announced he'd be out of office in May
 - 5/3 – Chair asked Clerk to move to pending agenda until funds are available to proceed
4. Train Whistle Silencing
 - 10/19/09 – Committee will revisit – Ward 1 Councilor and former railroad employee will provide Committee with legislation outlining signage and gates required and cost for such
 - 12/2 – Ward 1 Councilor has not submitted requested information; Chair asked Clerk to seek help of Solicitor
 - 12/4 – Clerk emailed this portion to Solicitor and asked that he contact Chair for more details
 - 12/7 – Chair notified Clerk that Committee agreed that Ward 1 Councilor Rose was going to be asked to contact the railroad to determine the City's responsibilities if train whistles are silenced (fiscal and otherwise); the Clerk emailed request to Ward 1 Councilor and placed a hard copy of request in Councilor's mailbox; Chair reminded Councilor of request made to him
 - 1/18/10 – Chair asked Councilor Rose for status; Rose replied he had to call the gentleman responsible for providing the information

2/2 – Chair reported Ward 1 Councilor scheduled to speak with someone when in Cleveland on 2/4
2/8 (week) Ward 1 Councilor took really ill – follow up ON HOLD until he returns
4/5 – Chair offered to call Brian Johnson (Norfolk/Southern) manager
5/3 – Chair told Clerk called Brian Johnson but has not received return all; will call again and if receive no reply will try something different; chair asked Clerk to move to pending agenda

5. Request 4-Way Stop at West 58th Street and Nathan Avenue (Trisket)
 - 7/6 – Chair to request traffic study
 - 7/12 Captain Cornelius made inquiry; clerk responded to chief
 - 7/14 – Chair reported to ED Committee that PW would not meet in August
 - 7/15 – Chief Stell provided study; clerk submitted to committee for review prior to their September 7 meeting
 - 9/7 – Committee suggested waiting for one year to determine if traffic flow changed since west avenue overpass is opened; asked Clerk to place ON HOLD portion of committee roster until July 2011

REGULAR COUNCIL MEETING – Monday, March 7 - 7p - Council Chambers - (CHAIR: Charles Brockway)

1. Officer of the Year & New K-9 Introduction (Police Chief Stell)

**SAFETY FORCES – Wednesday, March 16 – 8a - Municipal Building 2nd Floor Conference Room
– (CHAIR: Richard Balog)**

**WORK SESSION (SCHEDULED AS NEEDED) Municipal Building 2nd Floor Conference Room
– (CHAIR: Charles Brockway)**