

**CITY OF CANAL FULTON
CITY COUNCIL MEETING AGENDA**

September 6, 2016

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **REPORTS OF STANDING COMMITTEES**
5. **CITIZENS' COMMENTS – AGENDA MATTERS (Five Minutes per Individual – No Yield)**
6. **CORRECTING & ADOPTING THE RECORD OF PROCEEDINGS**

August 16, 2016

7. **REPORTS OF ADMINISTRATIVE OFFICERS**

- o Senior Citizens
- o Community Service
- o Fire Chief
- o Police Chief
- o Engineer
- o Streets
- o Public Utilities
- o Planning/Zoning
- o Finance Director
- o City Manager
- o Mayor
- o Parks & Recreation Board
 - Special Use Permit Application
- o Law Director

8. **THIRD READINGS**

TABLED-Ordinance 15-16: An Ordinance by the Council of the City of Canal Fulton, Ohio to Vacate Part of Basin Street

9. **SECOND READINGS**

Ordinance 21-16: An Ordinance Amending Ordinance 34-15 and Providing for Changes to Previously Authorized Appropriations

Ordinance 22-16: An Ordinance Amending Ordinance 19-85, Employee Health and Welfare, and Repealing any Ordinances in Conflict Therewith

Ordinance 23-16: An Ordinance Amending Ordinance 31-15, Rates of Pay for Non-Bargaining Employees, and Repealing any Ordinances in Conflict Therewith

Resolution 16-16: A Resolution by the City of Canal Fulton, Ohio to Enter into an Agreement with CTI Engineers, Inc. to Provide Professional Engineering Services for a Water Tower Preliminary Design Study

Resolution 17-16: A Resolution by the City of Canal Fulton, Ohio to Enter into Amended Agreement Number 3 with CTI Engineers, Inc. to Provide Professional Engineering Services for the Cherry Locust Intersection Improvements

10. **FIRST READINGS**

Resolution 18-16: A Resolution by the Council of the City of Canal Fulton Ohio to Enter into an Agreement with CTI Engineers, Inc. to Provide Professional Engineering Services for the Locust Relief Storm Sewer Alternate Route Study and Design

11. **P.O.s**

P.O.

12. **BILLS:**

13. **OLD/NEW/OTHER BUSINESS**

14. **REPORT OF PRESIDENT PRO TEMPORE**

15. **REPORT OF SPECIAL COMMITTEES**

16. **CITIZENS COMMENTS – Open Discussion (Five Minute Rule)**

17. **ADJOURNMENT**

**CITY OF CANAL FULTON
CITY COUNCIL MEETING MINUTES**

August 16, 2016

CALL TO ORDER

Mayor Joe Schultz called the meeting to order at 7:00pm

PLEDGE OF ALLEGIANCE

ROLL CALL

Council Members Present: Mayor Joe Schultz, Dan Bucher Jr., Sean Craney, Sue Mayberry, Danny Losch, Scott Svab and Nellie Cihon.

City Staff in Attendance: City Manager Mark Cozy, Finance Director William Rouse, Police Chief Doug Swartz, Fire Chief Ray Durkee, Law Director Scott Fellmeth, Engineer Bill Dorman

Others in Attendance: Chell Rossi, Joan Porter, Ken Roberts, Bryan Bowman, Tiffany Craney, Michelle W, Sara Batko

REPORTS OF STANDING COMMITTEES

No Report

Habitat for Humanity – Presentation

Aaron Brown from Habitat for Humanity presented a possible plan to Council for the old school property that would consist of homes for veterans. Mr. Brown showed the audience what the homes could possibly look like, and shared what Habitat for Humanity was about.

Joe Lynch ~ High Street

Mr. Lynch stated that he, as well as his neighbors, would like to be kept informed as to the plans for the property. He felt that the City needs to find the use for the property that best suits its residents surrounding. He voiced that the property borders the historic zone and the downtown. As a citizen, he feels that this is not the best use for that property.

Mr. Craney stated that this was just a presentation, and no plans have been made. It is a presentation for the land.

Bryan Bowman from the Veteran Outreach Program spoke and thanked the audience for listening. Mr. Bowman stated that these are just conversations at this point.

Mr. Brown thanked the audience for listening.

CITIZENS' COMMENTS – AGENDA MATTERS (Five Minutes per Individual – No Yield)

None

CORRECTING & ADOPTING THE RECORD OF PROCEEDINGS

August 2, 2016

A motion was made to approve the August 2, 2016 meeting minutes by Nellie Cihon, second by Scott Svab. All Council Members voted yes. Motion approved.

REPORTS OF ADMINISTRATIVE OFFICERS

Senior Citizens – Mayor Joe Schultz stated that he had attended the Commissioners meeting. Mayor Schultz said that the Center was exploring options to renovate their kitchen.

Community Service – No report.

Fire Chief - Monthly Report was included in the packet.

Chief Ray Durkee stated that the department had a plan for the Cherry/Locust Intersection closure. Additional staffing will take place as well as both fire stations being open during the project. Chief Durkee commended Mayor Schultz and Jake Morton for the Mayor's breakfast.

Police Chief - Monthly Report was included in the packet.

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Chief Doug Swartz stated that he would advise having a committee meeting to talk about the noise ordinance and variances.

Dan Bucher stated that September 6th could be a date for the meeting.

Mrs. Mayberry stated she did not want to overstep, but she was very surprised that they did not have a committee meeting regarding the legislation that was added yesterday regarding the water tower design study. This is a big situation to go straight to the agenda. Mr. Svab said you could table it and send it to committee. Mr. Cozy said there were three readings so a committee meeting could be scheduled in the meantime.

Mayor Schultz asked Mr. Dorman if he could speak to this about preliminary studies. Mr. Dorman said they did a master plan ten years ago how they saw the City expanding its water and sewer infrastructure and this was identified in that.

Mayor Schultz stated that we were notified that the property was up for auction in October and some potential buyers had reached out to us about the feasibility of providing water and sewer up there.

A motion was made to have a Public Service Committee meeting on September 6, 2016 at 6:00pm to discuss noise variance legislation options and a possibility of a water tower by Dan Bucher, second by Scott Svab. All Council Members voted yes. Motion approved.

Engineer – Bill Dorman reported on the Cherry Locust Intersection project. He said there was a project meeting this week on Thursday. The street closure will start on August 22 and signs are up.

Mr. Dorman stated that the High Street Waterline project was approved by the OPWC and Wenger wanted to start doing preliminary work tomorrow.

Mrs. Mayberry asked what the cost was for the water tower study and length of time to complete. Mr. Dorman said six weeks and \$17,500. Mr. Dorman said a lot of preliminary design work. They did a model and it will need updated as to pumping water to the west side and putting a booster pump station in. Also, defining the service area that will be served.

Mayor Schultz said he is very passionate about the water tower. Mrs. Mayberry said this is not going to serve the residents that are already on our water system. The funding is going to come out of our current enterprise water fund to build this, unless the developer is going to front the cost. Mrs. Mayberry asked why should the residents that are not going to have the water coming from this new tower have to pay for it. They are getting water from the tower they are accessing. Mr. Cozy said that is right, we are not just going to build a tower, but we have to show the owners of the property that we can and can be done quickly. Mrs. Mayberry said she had no problem with that as long as they pay for what they want.

Streets – No Report

Public Utilities – No Report

Planning/Zoning – Mr. Cozy stated that there was a meeting on September 1st. The August and September meetings are being combined and the meeting is on September 1st.

Mayor Schultz said there would be a presentation from MCreative on kiosks to install at no cost to the City.

Finance Director – July Financials were included in the packet. Finance Director William Rouse stated that income tax was up two percent. The bill listing is high this report due to OPWC payments.

Mr. Rouse asked for Resolution 14-15 and Ordinance 20-16 to be in consideration to pass tonight. These are to create the storm water fund and to advance money into that fund.

Mr. Rouse stated that he would like to start committee meetings to discuss the 2017 budget.

A motion was made to have a Finance Committee Meeting on September 20, 2016 at 6:00pm to discuss the 2017 Budget by Scott Svab, second by Sue Mayberry. All Council Members voted yes. Motion approved.

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A motion was made to accept the July Financials by Danny Losch, second by Scott Svab. All Council Members voted yes. Motion approved.

City Manager – Report was included in the packet.

City Manager Mark Cozy said that Johnson Controls gave a detailed presentation on scenarios for the City to invest in improvements in infrastructure and pay off the infrastructure with the savings we would save from the installation. Mr. Cozy said he had talked to the Finance Director and the Law Director about this. A definite savings would be water meter upgrades. There was so much in the presentation that he would like to have them back for a committee meeting to talk about meters and the scenarios that they have presented.

A motion was made to have a Finance Meeting October 18, 2016 at 6:30 for a presentation with Johnson Controls and budget matters for 2017 by Scott Svab, second by Dan Bucher. All Council Members voted yes. Motion approved.

Mr. Cozy said that he had department heads compile their direct costs to support Canal Days this year. The breakdown was included in the report. At this point he would like to know what Council would like done with this. Should he send them a bill or not. He does not want to send a bill without Council's approval.

Mrs. Mayberry said the City gave Old Canal Day's Committee between 2013 and 2014 roughly \$3,000 one year and \$2,000 for two years. Now we have gone to spending the \$12,000 that Mr. Cozy has reported. Mrs. Mayberry said the monies that was given them how it jumped from the small amount to the \$12,000. Mrs. Mayberry said she did not know where the whole thing stood with Canal Days. Can the City put Canal Days on for less than \$12,000 a year? The committee in 2015 had an accessible revenue of \$48,000 and their expenses were \$39,000 and their profit was \$9,000. Mrs. Mayberry asked if we knew what the profit was this year.

Sarah Batko was in attendance and said no because they did not have all the bills yet. She said they should know at the end of the month better where they were at. Ms. Batko said the relationship for years that they have donated money to the fire department and we split the police department bill. There were never any City streets or anything like that.

Mr. Losch recommended that this go to the Economic Development Committee. We do not know where this is going and many question need to be answered. Before any payments are made or billed.

Ms. Batko said the police bill has been paid. The director of the Chamber and the Committee Chair has stepped down and the Executive Director of the Chamber of Commerce resigned yesterday. Ms. Batko said now it is a redo situation. She stated that she is on the side of the festival and she would like to keep the integrity and do what is best for the festival.

A motion was made to have an Economic Development Meeting on August 30, 2016 at 6:00pm to discuss Olde Canal Days with the Canal Fulton Chamber of Commerce and the Olde Canal Days Committee by Sean Craney, second by Dan Bucher. All Council Members voted yes. Motion approved.

A motion was made to have an Economic Development Committee Meeting on October 4, 2016 at 6:00pm to discuss the future old school property development by Sean Craney, second by Nellie Cihon. All Council Members voted yes. Motion approved.

Mark Cozy stated that there is a caveat to the detour for the Cherry Locust Street project. The recommendation from the engineer and the street superintendent is that we make Norton and High Street a four-way stop. Mr. Cozy said he would like a voice motion.

A motion was made to make Norton and High a four-way stop for the Cherry Locust Street intersection project a four-way stop by Sean Craney, second by Nellie Cihon. All Council Members voted yes. Motion approved.

Mr. Cozy asked Council about the old school demolition payment to Butcher & Son. The job was 38 days beyond original contracted completion date. Me. Cozy asked for direction on payment and liquidated damages.

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Mr. Fellmeth said that to be fair, the City was not damaged. Scott Svab stated that the City needed to follow the contract. Butcher had ample opportunity to let Council know why the delay. Mayor Schultz stated that he had contacted several times with no follow up.

After discussion a voice motion was made.

A voice motion was made to pay the final amount due except the liquidated damages per the contract by Scott Svab, second by Sean Crane. Dan Bucher and Sue Mayberry voted No, All other Council Members voted yes. Motion approved.

Mayor - Mayor Joe Schultz said they scheduled a State of the City/State of the Schools/State of the Township meeting at Northwest High School in the Puffenberger Auditorium for October 11 at 7:00pm. He said each organization will take twenty minutes to present. Citizens will be able to ask questions.

Parks & Recreation Board – No report.

Law Director – Law Director Scott Fellmeth stated that he is in negotiations with BMI, Inc. for about the last ten months. When music is broadcast in our City, for example the Open Mic nights or concerts in the park, we are using copyrighted music. There are federal laws which allow certain entities to charge a city for this. They want an amount of money per year. The cost is by population of 0-50,000. Our population is \$5,000 and Mr. Fellmeth thinks the cost should be prorated.

He would like Council to make a determination to whether or not they should pay the full amount or continue to negotiate for a pro-rated amount.

A motion was made to have the law director address the situation at his discretion and refusing to pay the demanded cost by Sue Mayberry, second by Nellie Cihon. All Council Members voted yes. Motion approved.

THIRD READINGS

TABLED-Ordinance 15-16: An Ordinance by the Council of the City of Canal Fulton, Ohio to Vacate Part of Basin Street

Ordinance 18-16: An Ordinance Amending Ordinance 34-15, and Providing for Changes to Previously Authorized Appropriations

A motion was made to approve Ordinance 18-16 by Nellie Cihon, second by Scott Svab. All Council Members voted yes. Motion approved.

Ordinance 19-16: An Ordinance Amending Part Nine Title Three of the Codified Ordinances of Canal Fulton, Ohio (Utilities) to Create Chapter 938 Storm Water Management

A motion was made to approve Ordinance 19-16 by Dan Bucher, second by Scott Svab. All Council Members voted yes. Motion approved.

SECOND READINGS

Resolution 14-16: A Resolution Establishing the Storm Water Utility Fund (Fund561) to be used in accounting for the newly created Storm Water Utility.

A motion was made to suspend the rules by Scott Svab, second by Nellie Cihon. All Council Members voted yes. Motion approved.

A motion was made to approve Resolution 14-16 under suspension of the rules by Scott Svab, second by Nellie Cihon. All Council Members voted yes. Motion approved.

Ordinance 20-16: An Ordinance Amending Ordinance 34-15, and Providing for Changes to Previously Authorized Transfers and Advances

A motion was made to suspend the rules by Danny Losch, second by Dan Bucher. All Council Members voted yes. Motion approved.

**CITY OF CANAL FULTON
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A motion was made to approve Ordinance 20-16 under suspension of the rules by Danny Losch, second by Scott Svab. All Council Members voted yes. Motion approved.

FIRST READINGS

Ordinance 21-16: An Ordinance Amending Ordinance 34-15 and Providing for Changes to Previously Authorized Appropriations

Ordinance 22-16: An Ordinance Amending Ordinance 19-85, Employee Health and Welfare, and Repealing any Ordinances in Conflict Therewith

Ordinance 23-16: An Ordinance Amending Ordinance 31-15, Rates of Pay for Non-Bargaining Employees, and Repealing any Ordinances in Conflict Therewith

Resolution 16-16: A Resolution by the City of Canal Fulton, Ohio to Enter into an Agreement with CTI Engineers, Inc. to Provide Professional Engineering Services for a Water Tower Preliminary Design Study

Resolution 17-16: A Resolution by the City of Canal Fulton, Ohio to Enter into Amended Agreement Number 3 with CTI Engineers, Inc. to Provide Professional Engineering Services for the Cherry Locust Intersection Improvements

P.O.s

P.O.10929 to Motorola Solutions in the amount of \$43,000.00 for 16 Portable Radios and Support Equipment

A motion was made to approve P.O. 10929 by Scott Svab, second by Nellie Cihon. All Council Members voted yes. Motion approved.

P.O. 10930 to Motorola Solutions in the amount of \$7,000.00 for 2 new Mobile Radios and Support Equipment

A motion was made to approve P.O. 10930 by Nellie Cihon second by Dan Bucher. All Council Members voted yes. Motion approved.

P.O. 10931 to DJL Materials & Supply in the amount of \$7,950.00 for 3 Pallets of Crack Sealer

A motion was made to approve P.O. 10931 by Sue Mayberry, second by Nellie Cihon. All Council Members voted yes. Motion approved.

BILLS: \$640,730.76

A motion was made to approve the July bills by Scott Svab, second by Danny Losch. All Council Members voted yes. Motion approved.

OLD/NEW/OTHER BUSINESS

None

REPORT OF PRESIDENT PRO TEMPORE

Sean Craney said he would like to ask people to pass the word for ideas for the old school property. The presentation was just an idea, nothing is set in stone. Just an option. He felt it would be something good to look into. It was just an opportunity and he thanked the people for listening.

REPORT OF SPECIAL COMMITTEES

CITIZENS COMMENTS – Open Discussion (Five Minute Rule)

ADJOURNMENT

The meeting was adjourned.

Meeting minutes prepared by: Teresa Dolan

**CITY OF CANAL FULTON
CITY COUNCIL MEETING MINUTES**

August 16, 2016

Meeting Minutes approved by Mayor Joseph A. Schultz



Special Use Permit Application
Alcoholic Beverages
 Beer & Wine Only

City of Canal Fulton Parks & Recreation
 155 E. Market Street Canal Fulton, OH 44614
 Phone: 330-854-2225 Fax: 330-854-2997

A Special Event Permit / Certificate of Insurance Liability / and State of Ohio Alcohol Permit must be submitted at time of application. Submit forms in a timely fashion - Alcohol Permit must have approval of Canal Fulton Park Board, Police Chief and Canal Fulton City Council.

Sponsoring Organization / Agency: _____

Liquor Licensee: _____ Alcohol Permit #: _____

Event Name: SEMAN WEDDING

Nature of Event: WEDDING

Event Date(s) 9-10-16 Event Time Frame _____

Event Location STHERENA PARK PAVILION Specific Areas Used PAVICION

Area where alcohol is to be served: PAVICION

Expected Attendance 50

What age group is permitted entry to event? _____ 21 years and older only or All ages

Alcoholic Beverages to be Served : _____ Beer _____ Wine
 (Hard liquor is not permitted)

Who is furnishing the Alcohol? : WEDDING PARTY

Will a person be designated to check identification of individuals who appear to be under 21 year of age?
 Yes _____ No

Will non-alcoholic beverages be available at event? _____ Yes _____ No

Will food be available at event? _____ Yes _____ No

AGREEMENT:

The organization, group or individual sponsoring the event and using the park facility hereby agrees to hold the City of Canal Fulton its agents, servants, employees and volunteers harmless from any and all liability and all claims for damages or negligence of any nature or kind, including all costs and legal expenses that may result from or by reason of any act or omission on the part of said group, individual or its agents while on City of Canal Fulton property or property under the jurisdiction of the City of Canal Fulton.

The organization, group or individual, as the case may be, agrees to fully reimburse the City of Canal Fulton for any damage arising from the use of said facility, and costs and/or attorney's fees, if any incurred in collection of same.

In addition, the City of Canal Fulton must be named as an additional insurer on the Insurance Liability waiver. The City may require additional security personnel at event to be provided at sponsors' expense.

It is your responsibility to inform all members of your event of the Park Rules and Regulations. Failure to abide by Park Rules and Regulations could result in immediate loss of privileges or forfeiture of privileges for future use.

Applicant Signature: Margaret A. Banhart Date 5-4-15

Signature of Approval: Paul Mink Police Chief Douglas Swartz City Council
 Date: Aug 29-2016 Date: 8.31.2016 Date: _____

RECORD OF ORDINANCES

Dryum Legal Blank, Inc.

Form No. 300-3

Ordinance No. 15-16

Passed _____, 20____

AN ORDINANCE BY THE COUNCIL OF THE CITY OF CANAL FULTON, OHIO TO VACATE PART OF BASIN STREET.

WHEREAS, the City of Canal Fulton has received a request by a City property owner to vacate part of Basin Street containing 234 square feet more or less, and

WHEREAS, the Canal Fulton Planning Commission has reviewed the proposal of the portion to be vacated, and

WHEREAS, the Planning Commission has made a determination that the portion to be vacated is not needed by the City, and

WHEREAS, a public hearing and notice thereof have been held and given.

NOW THEREFORE BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CANAL FULTON OHIO THAT:

The City of Canal Fulton agrees to vacate part of Basin Street containing 234 square feet more or less pursuant to legal description on plat attached hereto as Exhibit "A" and incorporated by reference herein.

Joseph A. Schultz, Mayor

ATTEST:

Teresa Dolan, Clerk-of-Council

I, Teresa Dolan, Clerk-of-Council of the City of Canal Fulton, Ohio, do hereby certify that this is a true and correct copy of Ordinance _____ 2016, duly adopted by the Council of the City of Canal Fulton, on the date of _____, 2016 and that publication of the foregoing Ordinance was duly made by listing same on the City's web site and by posting true and correct copies thereof at three of the most public places in said corporation as determined by Council as follows: Canal Fulton Post Office, Canal Fulton Public Library and Canal Fulton City Hall each for a period of fifteen days, commencing on the _____ day of _____, 2016.

Teresa Dolan, Clerk-of-Council

SEF/bp

RECORD OF ORDINANCES

Devinn Legal Bank, Inc.

Form No. 30043

Ordinance No. 27-16

Passed _____, 20____

An Ordinance Amending Ordinance 34-15, and Providing for Changes to Previously Authorized Appropriations.

WHEREAS, it is necessary for the City of Canal Fulton to authorize additional appropriations for current expenses and other expenditures for the fiscal year ending December 31, 2016, which were not anticipated or included in Ordinance 34-15, as the City's 2016 Appropriation Ordinance, and

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CANAL FULTON, OHIO, THAT:

Section 1: City Council authorizes the Finance Director to increase the Police Fund appropriations by \$50,000 in order to purchase new radios.

Police Fund			
Category	Previously Approved	Change	New Appropriations
Non-Payroll Costs	182,900.00	50,000.00	232,900.00

Section 2: This Ordinance shall take effect and be in full force and effect from and after the earliest period allowed by law.

Joseph A. Schultz, Mayor

ATTEST:

Teresa Dolan, Clerk of Council

I, Teresa Dolan, Clerk-of-Council of the City of Canal Fulton, Ohio, do hereby certify that this is a true and correct copy of Ordinance _____, 16, duly adopted by the Council of the City of Canal Fulton, on the date of _____, 2016, and that publication of the foregoing Ordinance was duly made by listing same on the City's website and by posting true and correct copies thereof at three of the most public places in said corporation as determined by Council as follows: Canal Fulton Post Office, Canal Fulton Public Library and Canal Fulton City Hall, each for a period of fifteen days, commencing on the ____ day of _____, 2016.

Teresa Dolan, Clerk of Council

RECORD OF ORDINANCES

Dryton Legal Blask, Inc.

Form No. 30043

Ordinance No. 22-16

Passed _____, 20____

AN ORDINANCE AMENDING ORDINANCE 19-85, EMPLOYEE HEALTH AND WELFARE, AND REPEALING ANY ORDINANCES IN CONFLICT THEREWITH.

WHEREAS, the Canal Fulton City Council wishes to amend the hospitalization and medical insurance plan benefits to allow for conditional participation by elected officials and part-time employees, and

WHEREAS, Ordinance 19-85 (Chapter 141 of the Administrative Code) addresses employee health and welfare benefits, and

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CANAL FULTON, STATE OF OHIO, THAT:

Section 1: Chapter 141.19 (e) of the Administrative Code is amended as follows:

141.19 HEALTH AND WELFARE.

(e) The City will provide hospitalization and medical insurance for the full-time employees on a voluntary basis. The full-time employees shall pay fifteen percent (15%) of the total premium and the City will pay eighty-five percent (85%) of the total premium. The City will also allow elected officials and permanent part-time employees who work an average of more than 20 hours per week to participate in its hospitalization and medical insurance programs provided they pay the full cost of the premiums. An elected official or permanent part-time employee who chooses this option must agree to have the premiums paid in advance through direct payroll withholdings, or through some other manner deemed acceptable by the Finance Director. The measurement period for the 20 hour per week threshold is based on an analysis of the hours/schedule worked in the prior calendar year. Exceptions to the 20 hour requirement must be approved by City Council. Hospitalization and medical insurance plans are not available to part-time employees who work an average of less than 20 hours per week, seasonal employees, or volunteers.

Section 3: All other ordinances inconsistent herewith are repealed.

Section 4: This Ordinance shall take effect and be in full force and effect from and after the earliest period allowed by law.

Joseph A. Schultz, Mayor
ATTEST:

Teresa Dolan, Clerk of Council

I, Teresa Dolan, Clerk-of-Council of the City of Canal Fulton, Ohio, do hereby certify that this is a true and correct copy of Ordinance _____, 16, duly adopted by the Council of the City of Canal Fulton, on the date of _____, 2016, and that publication of the foregoing Ordinance was duly made by listing same on the City's website and by posting true and correct copies thereof at three of the most public places in said corporation as determined by Council as follows: Canal Fulton Post Office, Canal Fulton Public Library and Canal Fulton City Hall, each for a period of fifteen days, commencing on the _____ day of _____, 2016

Teresa Dolan, Clerk of Council

RECORD OF ORDINANCES

Dayton Legal Blank, Inc.

Form No. 30043

Ordinance No. 03-16

Passed _____, 20____

AN ORDINANCE AMENDING ORDINANCE 31-15, RATES OF PAY FOR NON-BARGAINING EMPLOYEES, AND REPEALING ANY ORDINANCES IN CONFLICT THEREWITH.

WHEREAS, the Canal Fulton City Council has established rates of pay for non-bargaining employees, and

WHEREAS, adjustments are to be made to their pay, and

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CANAL FULTON, STATE OF OHIO, THAT:

Section 1: Section 124.02 of the Codified Ordinances shall be amended to read:

124.02 CLERK OF COUNCIL / ASSISTANT TO THE CITY MANAGER

There is established the position of Clerk of Council / Assistant to the City Manager at the direction of the City Manager. The salary shall be \$45,137.42 per year, payable 42% from the General Fund, 29% from the Water Operating Fund, and 29% from the Sewer Operating Fund.

Section 2: Section 123.01 of the Codified Ordinances shall be amended to read:

123.01 FINANCE DIRECTOR

The Finance Director shall receive a salary of \$60,439.70 per year, payable 42% from the General Fund, 29% from the Water Operating Fund, and 29% from the Sewer Operating Fund.

Section 3: The Assistant to the Finance Director shall receive a pay rate of \$15.92 per hour, payable 42% from the General Fund, 29% from the Water Operating Fund, and 29% from the Sewer Operating Fund.

Section 4: The Chief of Police shall receive a salary of \$67,626.00 per year, payable from the Police Fund. The position shall receive the same uniform allowance as union employees of the department.

Section 5: The Police Department Administrative Assistant shall receive a pay rate of \$17.72 per hour, payable from the Police Fund.

Section 6: The Superintendent of the Utility Department shall receive a salary of \$53,515.45 per year, payable 50% from the Water Operating Fund and 50% from the Sewer Operating Fund. The position shall receive the same uniform allowance as union employees of the department. If the employee possesses a Water Operator and/or Sewer Operator certification equivalent to the classification of the City Water Treatment Plant and Wastewater Treatment Plant, then the position shall receive the same stipend as union employees of the Utilities Department.

Section 7: The Superintendent of the Street Department shall receive a salary of \$57,222.00 per year, payable 25% from the General Fund and 75% from the Street Fund. The position shall also receive the same vacation, sick leave and uniform allowance as union employees of the department.

Section 8: Pursuant to the compensation package adopted by Ordinance 22-12, the City Manager shall receive a salary of \$75,949.20 per year, payable 42% from the General Fund, 29% from the Water Operating Fund, and 29% from the Sewer Operating Fund.

RECORD OF ORDINANCES

Ordinance No. _____ Passed _____, 20____

Section 9: The Law Director shall receive a salary of \$27,060.80 per year, payable 42% from the General Fund, 29% from the Water Operating Fund, and 29% from the Sewer Operating Fund. Since the position is not a full-time employee, the position is not eligible for longevity pay defined in Section 11 below.

Section 10: The Zoning Inspector shall receive a pay rate of \$17.84 per hour, payable from the General Fund. Since the position is not a full-time employee, the position is not eligible for longevity pay defined in Section 11 below.

Section 11: All full-time employees shall receive additional compensation of \$150 for every year of full-time service worked for the City. This longevity service pay shall be cumulative upon each employee's anniversary date of full-time employment.

Section 12: Rates of pay for **part-time** police officers and the **part-time** fire department administrative assistant shall be established as follows:

	HOURLY RATE		
	YEAR 1	YEAR 2	3 or More Years of Service
Part-Time Police Officers	\$14.41	\$15.47	\$16.53
Part-Time Fire Dept. Administrative Assistant	\$12.03	\$12.88	\$13.53

Section 13: Rates of pay for **part-time** Canal Boat employees shall be established as follows:

	YEAR 1	2 or More Years of Service
Canal Boat Crew	State Minimum Wage	\$8.83
Canal Boat Captain	\$10.12	\$11.24

Section 14: Rates of pay for non-safety **part-time** employees shall be established as follows:

	HOURLY RATE		
	YEAR 1	YEAR 2	3 or More Years of Service
Seasonal Street Department CDL Laborer	\$12.03	\$12.88	\$13.53
Utility Public Works Laborer	\$10.70	\$11.46	\$12.04
Casual Laborer	State Minimum Wage	\$8.67	\$9.12
Summer Works Program	State Minimum Wage	State Minimum Wage	State Minimum Wage
Clerical	\$8.83	\$10.12	\$11.24
Income Tax Assistant	\$12.03	\$12.88	\$13.53
Payroll & Finance Clerk	\$12.03	\$12.88	\$13.53
Community Service Coordinator	\$12.03	\$12.88	\$13.53
Canalway Programs Director	\$12.03	\$12.88	\$13.53
Canalway Programs Assistant	\$8.83	\$10.12	\$11.24

RECORD OF ORDINANCES

Dayton Legal Blank, Inc.

Form No. 30043

Ordinance No. _____

Passed _____, 20____

Section 15: The permanent non-bargaining part-time employees (currently consists of the Canalway Programs Director, Community Service Coordinator, Income Tax Assistant, Zoning Inspector, Utility Public Works Laborer) will receive 4 hours of pay for the following holidays: New Year's Day, President's Day, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, the day after Thanksgiving, Christmas Eve, and Christmas Day.

Section 16: All other ordinances inconsistent herewith are repealed.

Section 17: This Ordinance shall take effect and be in full force and effect from and after the earliest period allowed by law.

Joseph A. Schultz, Mayor

ATTEST:

Teresa Dolan, Clerk of Council

I, Teresa Dolan, Clerk-of-Council of the City of Canal Fulton, Ohio, do hereby certify that this is a true and correct copy of Ordinance _____, 16, duly adopted by the Council of the City of Canal Fulton, on the date of _____, 2016, and that publication of the foregoing Ordinance was duly made by listing same on the City's website and by posting true and correct copies thereof at three of the most public places in said corporation as determined by Council as follows: Canal Fulton Post Office, Canal Fulton Public Library and Canal Fulton City Hall, each for a period of fifteen days, commencing on the _____ day of _____, 2016.

Teresa Dolan, Clerk of Council

RECORD OF RESOLUTIONS

BCAR GRAPHICS 805-325-8094 PDSW HD 3045

Resolution No. 16-16 Passed _____, 20____

A RESOLUTION BY THE COUNCIL OF THE CITY OF CANAL FULTON, OHIO TO ENTER INTO AN AGREEMENT WITH CTI ENGINEERS, INC. TO PROVIDE PROFESSIONAL ENGINEERING SERVICES FOR A WATER TOWER PRELIMINARY DESIGN STUDY.

WHEREAS, The City of Canal Fulton, Ohio has sought a proposal for a Preliminary Design Study to design and construct a new Westside Elevated Water Tower and Booster Pump Station, and

WHEREAS, CTI Engineers, Inc. has submitted a proposal acceptable to the City to provide professional engineering services for the design of these infrastructure improvements.

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF CANAL FULTON, OHIO, THAT:

The City of Canal Fulton agrees to enter into an agreement with CTI Engineers, Inc. to provide professional engineering services for a Water Tower Preliminary Design Study pursuant to agreement attached hereto as Exhibit "A" and incorporated by reference herein.

Joseph A. Schultz, Mayor

ATTEST:

Teresa Dolan, Clerk-of-Council

I, Teresa Dolan, Clerk-of-Council of the City of Canal Fulton, Ohio, do hereby certify that this is a true and correct copy of Resolution ____-16, duly adopted by the Council of the City of Canal Fulton, on the date of _____. 2016, and that publication of the foregoing Resolution was duly made by listing same on the city's web-site and by posting true and correct copies thereof at three of the most public places in said corporation as determined by Council as follows: Canal Fulton Post Office, Canal Fulton Public Library and Canal Fulton City Hall each for a period of fifteen days, commencing on the ____ day of _____, 2016.

Teresa Dolan, Clerk-of-Council

SEF/bp



CTI ENGINEERS, INC.
One Cascade Plaza
Suite 710
Akron, Ohio 44308
Phone 330.294.6996
Fax 330.318.0945
www.ctiengr.com

August 9, 2016

Mr. Mark Cozy
City Manager
City of Canal Fulton
155 East Market Street, Suite A
Canal Fulton, Ohio 44614

**Subject: Proposal to Provide Professional Engineering Services for
Preliminary Engineering Study for an Elevated Storage Tank
CTI Proposal No. EP16055**

Dear Mr. Cozy:

CTI Engineers, Inc. (CTI) is pleased to provide the attached proposal to perform a Preliminary Engineering Study to investigate the feasibility of constructing an elevated water storage tank and booster pump station to serve the higher elevations of the City and outlying areas. The proposed tank and booster would provide a new Westside /SR21 High-Pressure District near SR21 between SR93 and Arcadia and/or near Marshallville Road as proposed in the *City of Canal Fulton, Ohio Sanitary Sewer and Water Master Plan*.

In order to properly size the new tank and prepare a reasonable opinion of the probable cost of construction it will be necessary to perform preliminary engineering and conduct preliminary computer modeling utilizing the City's water distribution model to size the booster pump station and tank and determine the tank's overflow elevation (height) and volume necessary to serve the desired service area. By having the preliminary engineering done you will reduce the final design engineering costs. One added benefit from the new tank, if constructed, would be the elimination of the Streby Street booster pump station which Ohio EPA commented on during their recent Sanitary Survey of the City's water system. If authorized to prepare the study by August 16, 2016, we can have it completed by September 30, 2016 for a not to exceed fee of Seventeen Thousand Five Hundred Dollars (\$17,500.00).

If this information is acceptable and you wish to proceed with the project, please let us know and we will forward an Agreement to you for your signature.

Very truly yours,

CTI Engineers, Inc.

A handwritten signature in black ink that reads "David B. Kohlmeier".

David B. Kohlmeier, P.E.
Project Manager

A handwritten signature in black ink that reads "William A. Dorman".

William A. Dorman, P.E.
President

Enclosures

APPENDIX B
Canal Fulton – Water Tower Preliminary Design Study
Scope of Services

The following Scope of Services describes the anticipated tasks required to prepare a preliminary design study to investigate the feasibility and costs to design and construct an elevated storage tank on property owned by George H. Kilbride located on the east side of State Route 21 between Cherry Street West (Arcadia Street Exit) and Manchester Ave, NW (S.R. 93).

Part 1 - Responsibilities of CTI Engineers, Inc. (CTI)

1. CTI will collect and review existing available information related to the project and the existing water distribution system.
2. CTI personnel will visit the proposed tank site and discuss the proposed location on the property with City personnel and/or the property owner to determine a desired and feasible location.
3. CTI will determine a proposed service area for the new tank and determine the necessary hydraulic grade line and approximate overflow elevation for the tank based on the elevations to be served and the desired minimum system pressure.
4. CTI will evaluate the City's existing storage and determine if additional system storage is needed to serve existing customers. The size (volume) of the proposed new tank will be determined based on required system and fire suppression storage, and the proposed service area demands.
5. CTI will determine a feasible water booster station location and determine the pump size (flow rate, total dynamic head [TDH] and horsepower [HP]) needed to fill the tank from the existing distribution system. A proposed alignment will also be determined for the new water main that will be required to feed the new elevated storage tank from the booster pump station.
6. CTI will use the City's existing water distribution computer model to simulate the addition of the proposed tank, waterlines and booster pump station and determine any impacts to existing system pressures and fire flows. An evaluation will be made of the new infrastructure and how it will interact with the existing system. Any other modifications to the proposed tank design will be determined (pressure reducing valves, altitude valves, water line re-sizing, or other infrastructure needs) based on the results of the computer model.
7. A preliminary Opinion of Probable Construction Cost will be prepared to provide the City with budgetary funds needed to design and build the new infrastructure.

8. CTI will prepare a Preliminary Design Report describing the tasks performed, presenting the preliminary design information and recommendations. The report will include a map showing the proposed tank and booster locations and service area. The report will also present the cost opinions and any other findings and recommendations developed during the study.
9. CTI personnel will meet with the City to present the findings from the study and answer any questions from City representatives.

Part 2 - Responsibilities of the City of Canal Fulton (CLIENT)

- A. Provide all criteria and full information as to its requirements for the project.
- B. Upon identification by CTI and approval by the CLIENT of the necessity and scope of information required, furnish CTI all data, reports, surveys, and other materials required for this project, except those included in CTI's Scope of Services.
- C. Provide access to the project site and make all provisions for CTI to enter upon public and private lands as required for CTI to perform its services under this Agreement.
- D. Provide prompt written notice whenever the CLIENT observes or otherwise becomes aware of any defect in the project.
- E. Furnish to CTI, prior to execution of the Agreement, a copy of the design and construction standards the CLIENT shall require CTI to follow in performing its services under the Agreement.
- F. Provide payment for plan review, or other fees required by the OEPA or other reviewing agencies if needed.
- G. Provide information on existing water demands within the City and any desired service areas, pressure and fire flow requirements if known.

Part 3 - Future Phase(s) Services to be Provided by CTI Engineers, Inc. (CTI)

The following services are not included in the Scope of Services for Phase 1, but are anticipated to be provided to the CLIENT from CTI as future services subject to additional compensation (lump sum or cost-plus, via contract amendment or new contract). This list includes those services that may be authorized at the conclusion of this phase:

- A. Design Services.
- B. Field Survey.
- C. Soil borings or geotechnical services. [City may want to consider adding this to the Preliminary Design Study scope if a precise tank location is known. The soil boring information and testing can help us to more accurately determine the cost of the tank construction.]
- D. Bidding and Construction Services.

Exhibit "A"

APPENDIX B Canal Fulton – Water Tower Preliminary Design Study Scope of Services

The following Scope of Services describes the anticipated tasks required to prepare a preliminary design study to investigate the feasibility and costs to design and construct an elevated storage tank on property owned by George H. Kilbride located on the east side of State Route 21 between Cherry Street West (Arcadia Street Exit) and Manchester Ave, NW (S.R. 93).

Part 1 - Responsibilities of CTI Engineers, Inc. (CTI)

1. CTI will collect and review existing available information related to the project and the existing water distribution system.
2. CTI personnel will visit the proposed tank site and discuss the proposed location on the property with City personnel and/or the property owner to determine a desired and feasible location.
3. CTI will determine a proposed service area for the new tank and determine the necessary hydraulic grade line and approximate overflow elevation for the tank based on the elevations to be served and the desired minimum system pressure.
4. CTI will evaluate the City's existing storage and determine if additional system storage is needed to serve existing customers. The size (volume) of the proposed new tank will be determined based on required system and fire suppression storage, and the proposed service area demands.
5. CTI will determine a feasible water booster station location and determine the pump size (flow rate, total dynamic head [TDH] and horsepower [HP]) needed to fill the tank from the existing distribution system. A proposed alignment will also be determined for the new water main that will be required to feed the new elevated storage tank from the booster pump station.
6. CTI will use the City's existing water distribution computer model to simulate the addition of the proposed tank, waterlines and booster pump station and determine any impacts to existing system pressures and fire flows. An evaluation will be made of the new infrastructure and how it will interact with the existing system. Any other modifications to the proposed tank design will be determined (pressure reducing valves, altitude valves, water line re-sizing, or other infrastructure needs) based on the results of the computer model.
7. A preliminary Opinion of Probable Construction Cost will be prepared to provide the City with budgetary funds needed to design and build the new infrastructure.

8. CTI will prepare a Preliminary Design Report describing the tasks performed, presenting the preliminary design information and recommendations. The report will include a map showing the proposed tank and booster locations and service area. The report will also present the cost opinions and any other findings and recommendations developed during the study.
9. CTI personnel will meet with the City to present the findings from the study and answer any questions from City representatives.

Part 2 - Responsibilities of the City of Canal Fulton (CLIENT)

- A. Provide all criteria and full information as to its requirements for the project.
- B. Upon identification by CTI and approval by the CLIENT of the necessity and scope of information required, furnish CTI all data, reports, surveys, and other materials required for this project, except those included in CTI's Scope of Services.
- C. Provide access to the project site and make all provisions for CTI to enter upon public and private lands as required for CTI to perform its services under this Agreement.
- D. Provide prompt written notice whenever the CLIENT observes or otherwise becomes aware of any defect in the project.
- E. Furnish to CTI, prior to execution of the Agreement, a copy of the design and construction standards the CLIENT shall require CTI to follow in performing its services under the Agreement.
- F. Provide payment for plan review, or other fees required by the OEPA or other reviewing agencies if needed.
- G. Provide information on existing water demands within the City and any desired service areas, pressure and fire flow requirements if known.

Part 3 - Future Phase(s) Services to be Provided by CTI Engineers, Inc. (CTI)

The following services are not included in the Scope of Services for Phase 1, but are anticipated to be provided to the CLIENT from CTI as future services subject to additional compensation (lump sum or cost-plus, via contract amendment or new contract). This list includes those services that may be authorized at the conclusion of this phase:

- A. Design Services.
- B. Field Survey.
- C. Soil borings or geotechnical services. [City may want to consider adding this to the Preliminary Design Study scope if a precise tank location is known. The soil boring information and testing can help us to more accurately determine the cost of the tank construction.]
- D. Bidding and Construction Services.

RECORD OF RESOLUTIONS

BEA/1 (08/01/15) 800-321-9034 FORM NO. 30018

Resolution No. 17-16

Passed _____, 20____

A RESOLUTION BY THE COUNCIL OF THE CITY OF CANAL FULTON, OHIO TO ENTER INTO AMENDED AGREEMENT NUMBER 3 WITH CTI ENGINEERS, INC. TO PROVIDE PROFESSIONAL ENGINEERING SERVICES FOR THE CHERRY-LOCUST INTERSECTION IMPROVEMENTS.

WHEREAS, The City of Canal Fulton, Ohio has sought a proposal for the improvement of the Cherry-Locust Intersection in Canal Fulton, Stark County, Ohio, and

WHEREAS, CTI Engineers, Inc. has submitted an amended proposal acceptable to the City to provide professional engineering services for the utility relocation coordination and bidding phase assistance for the project.

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF CANAL FULTON, OHIO, THAT:

The City of Canal Fulton agrees to enter into an amended agreement (Amendment No. 3) with CTI Engineers, Inc. to provide professional engineering services for the Cherry-Locust Intersection Improvements pursuant to agreement attached hereto as Exhibit "A" and incorporated by reference herein.

Joseph A. Schultz, Mayor

ATTEST:

Teresa Dolan, Clerk-of-Council

I, Teresa Dolan, Clerk-of-Council of the City of Canal Fulton, Ohio, do hereby certify that this is a true and correct copy of Resolution _____-16, duly adopted by the Council of the City of Canal Fulton, on the date of _____, 2016, and that publication of the foregoing Resolution was duly made by listing same on the city's web-site and by posting true and correct copies thereof at three of the most public places in said corporation as determined by Council as follows: Canal Fulton Post Office, Canal Fulton Public Library and Canal Fulton City Hall each for a period of fifteen days, commencing on the _____ day of _____, 2016.

Teresa Dolan, Clerk-of-Council

SEF/bp



EXHIBIT "A"

CTI Engineers, Inc.
One Cascade Plaza
Suite 710
Akron, Ohio 44308
Phone 330.294.5996
Fax 330.315.0945
www.ctiengr.com

August 5, 2016

Mr. Mark Cozy, City Manager
City of Canal Fulton
155 E. Market St.
Canal Fulton, Ohio 44614

Subject: Proposed Amendment Number 3
STA-93-Cherry Locust Intersection Improvements (PID 90972)
CTI Project E13034 / Proposal EP16054

Dear Mr. Cozy:

CTI has continued to provide professional engineering services for the construction phase of the above-referenced project. Our initial Scope of Services and Contract was established for engineering review and management of EDG's design services, and Amendment Numbers 1 and 2 added city engineering efforts for right of way firm selection and coordination services, coordination of utility relocations, assistance with the LPA Participation forms, preparation of City bidding documents, and bidding phase assistance through recommendation.

Our efforts for construction phase services to date have involved assisting the City with review of qualifications, interviews, and selection of a firm to provide construction inspection and engineering (in conformance with ODOT LPA criteria); continued utility relocation coordination; and construction startup. These services will be eligible for reimbursement under the CMAQ and/or Ohio Public Works Commission funding.

CTI proposes this Amendment Number 3 to cover the afore-mentioned work performed as outlined in the attached Scope of Services Appendix D for an additional fee of Nineteen Thousand Two Hundred Sixty-Five Dollars (\$19,265.00), resulting in a new total cost-plus fee not to exceed Eighty Thousand Two Hundred Sixty-Five Dollars (\$80,265.00).

We have attached two (2) originals of Amendment Number 3; please sign both and return one.

We appreciate the opportunity to provide continued service to the City on this important project. If you have any questions on this matter, please do not hesitate to contact us.

Very truly yours,

CTI Engineers, Inc.

A handwritten signature in black ink, appearing to read "Richard W. Reed".

Richard W. Reed, P.E.
Vice President

A handwritten signature in black ink, appearing to read "David L. Koontz".

David L. Koontz, P.E.
Project Manager

Enclosures

**AMENDMENT NO. 3
AGREEMENT FOR ENGINEERING SERVICES**

WHEREAS, the City of Canal Fulton (CLIENT) and CTI Engineers, Inc. (CTI) entered into an Agreement dated December 3, 2013 to perform certain professional services in connection with the design of the STA-93-Cherry-Locust Intersection Design Administration (hereinafter referred to as the Project); and

WHEREAS, the CLIENT now desires CTI to perform additional services not authorized in the original agreement, said services being to provide professional engineering services for the utility relocation coordination and bidding phase assistance for the PROJECT.

NOW, THEREFORE, the CLIENT and CTI do hereby agree as follows:

1. Appendix D - Scope of Services, is amended to include assistance with selection of a firm for construction inspection services, and to assist with the City's LPA responsibilities as City Engineer.

3. The Schedule of Fees included in the original agreement shall be amended to add a not-to-exceed amount of Nineteen Thousand Two Hundred Sixty-Five Dollars (\$19,265.00), resulting in a new total cost-plus fee not to exceed Eighty Thousand Two Hundred Sixty-Five Dollars (\$80,265.00).

4. All other portions of the original Agreement remain in force.

IN WITNESS WHEREOF, both parties have caused this Amendment No. 3 to be executed by their duly authorized representatives.

ACCEPTED BY CLIENT:

CITY OF CANAL FULTON

BY _____

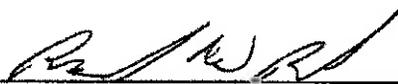
NAME _____

TITLE _____

DATE _____

ACCEPTED BY CTI:

CTI ENGINEERS, INC.

BY  _____

NAME Richard W. Reed, P.E.

TITLE Vice President

DATE 8-8-16

**APPENDIX D
SCOPE OF SERVICES
AMENDMENT NO. 3**

This scope describes the professional engineering services for the construction phase for the STA-93-Cherry (Locust) Intersection Reconstruction project. The project will add turn lanes on Locust Street and enlarge the corners to better accommodate truck traffic.

A. Utility Coordination and Bidding Phase Services of CTI Engineers, Inc. (CTI)

1. Assist the City with selection of a firm to provide construction inspection and construction engineering, in accordance with ODOT LPA requirements. This includes review and scoring of qualifications statements, coordination and assistance with interviews, and discussion of firms.
2. Assist the City with continued coordination of utility relocations by FirstEnergy, ATT, Massillon Cable TV, and Dominion Gas.
3. Assist the City by providing guidance and expertise as City Engineer for the LPA duties during the construction startup phase. This includes a preconstruction meeting, miscellaneous correspondence, and OPWC documentation.

RECORD OF RESOLUTIONS

BEAR GRAPHICS 800-325-8094 FORM NO. 30045

Resolution No. 18-16 Passed _____, 20____

A RESOLUTION BY THE COUNCIL OF THE CITY OF CANAL FULTON, OHIO TO ENTER INTO AN AGREEMENT WITH CTI ENGINEERS, INC. TO PROVIDE PROFESSIONAL ENGINEERING SERVICES FOR THE LOCUST RELIEF STORM SEWER ALTERNATE ROUTE STUDY AND DESIGN.

WHEREAS, The City of Canal Fulton, Ohio has sought a proposal for the Locust Relief Storm Sewer Alternate Route Study and Design, and

WHEREAS, CTI Engineers, Inc. has submitted a proposal acceptable to the City to provide professional engineering services for the study and design of drainage facilities for this project.

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF CANAL FULTON, OHIO, THAT:

The City of Canal Fulton agrees to enter into an agreement with CTI Engineers, Inc. to provide professional engineering services for the Locust Relief Storm Sewer Alternate Route Study and Design pursuant to proposal attached as Exhibit "A" and incorporated by reference herein.

Joseph A. Schultz, Mayor

ATTEST:

Teresa Dolan, Clerk-of-Council

I, Teresa Dolan, Clerk-of-Council of the City of Canal Fulton, Ohio, do hereby certify that this is a true and correct copy of Resolution ____-16, duly adopted by the Council of the City of Canal Fulton, on the date of _____. 2016, and that publication of the foregoing Resolution was duly made by listing same on the city's web-site and by posting true and correct copies thereof at three of the most public places in said corporation as determined by Council as follows: Canal Fulton Post Office, Canal Fulton Public Library and Canal Fulton City Hall each for a period of fifteen days, commencing on the ____ day of _____, 2016.

Teresa Dolan, Clerk-of-Council

SEF/bp



EXHIBIT "A"

CTI Engineers, Inc.
One Cascade Plaza
Suite 710
Akron, Ohio 44308
Phone 330.294.5996
Fax 330.315.0945
www.ctiengr.com

August 15, 2016

Mr. Mark Cozy, City Manager
City of Canal Fulton
155 E. Market St.
Canal Fulton, Ohio 44614

Subject: Proposal to Provide Professional Engineering Services
Locust Relief Storm Sewer Alternate Route Study and Design
CTI Proposal No. EP16057

Dear Mr. Cozy:

CTI is pleased that the City of Canal Fulton has requested our proposal to provide professional engineering services for the study and design of drainage facilities to serve as an Alternate Route for the Locust Street Relief Storm Sewer. Our services will include the study of the existing drainage facilities, and design of new storm sewer, to accommodate the outflow from Smail's Pond to Locust St., to Canal St., and to the Ohio & Erie Canal. The final design will include storm sewer across the Puffenberger parcel, which will be utilized as that city park is developed.

CTI proposes to perform the survey and study tasks outlined in the attached Scope of Services for a cost-plus fee not to exceed Twenty Thousand Dollars (\$20,000.00), within sixty (60) calendar days of authorization. Invoices will be submitted monthly to the City based on actual hours worked.

CTI proposes to perform the design tasks outlined in the attached Scope of Services for a cost-plus fee not to exceed Twenty-two Thousand Dollars (\$22,000.00), within sixty (60) calendar days after acceptance of the study. Invoices will be submitted monthly to the City based on actual hours worked.

Please contact us if you have any questions or require further information.

Very truly yours,

CTI Engineers, Inc.

A handwritten signature in black ink, appearing to read "R. W. Reed".

Richard W. Reed, P.E.
Vice President

A handwritten signature in black ink, appearing to read "David L. Koontz".

David L. Koontz, P.E.
Project Manager

Enclosures

APPENDIX B SCOPE OF SERVICES

This scope describes the professional engineering services for the study and design of drainage facilities to serve as an Alternate Route for the Locust Street Relief Storm Sewer.

The current Smail's Pond drainage outlet course starts at the southern shore of the pond, and drains southerly to Locust St., where it is carried by storm sewers in Locust St. and Drake Pl., and easements to the Ohio & Erie Canal. The Initial Design outlet route included a new pond outlet from the western end of the pond and, to mitigate overwhelming the Locust St. storm sewer system provided relief to it by replacing a number of pipe segments with larger pipes. This Alternate Route to be studied and designed starts at the southeast end of Smail's Pond, and then goes southerly along Prospect Ave. before crossing Locust St. to the Puffenberger lot, and then either follows the overland drainage route southeasterly to a drainage ditch, or else southwesterly across Erie Ave. to the Ohio & Erie Canal.

This project will study the existing facilities, and design a new storm sewer to accommodate the outflow from Smail's Pond. It will include an evaluation of the existing storm outlet system from Heim's Pond to Locust St., along which some basement flooding has been reported. This alternate system provides relief to the Locust-Drake storm sewer by removing the Smail's Pond outlet flow.

A. Study Services of CTI Engineers, Inc. (CTI)

1. Perform topographic and right-of-way survey along the above-described route, including key stormwater facilities, such as pond outlets, storm sewers, catch basins, and ditches. Tie these survey points to the Stark County GIS mapping and prepare a base map plan of the project area from the GIS with these survey points included.
2. Review and verify the calculations and designs performed by Richard Friedl, PE for the Initial Design western outlet from Smail's Pond.
3. Determine the drainage areas contributing stormwater runoff to Prospect Ave., Heim's Pond, and the Puffenberger lot.
4. Perform hydrologic calculations to determine the flow rate of stormwater runoff generated by the delineated drainage areas.
5. Perform hydraulic calculations to determine the flow capacity of the existing drainage facilities along the above-described drainage route.
6. Develop and evaluate alternative solutions to improve the drainage conditions along the study route. It has been proposed that the Smail's Pond overflow pipe be routed to Prospect Ave., and then possibly through Heim's Pond. Areas of concern include the following:
 - a. Can the storm facilities along Prospect Ave. and to/from Heim's Pond handle the added flow from Smail's Pond?
 - b. Can the existing wetland area and drainage courses on the Puffenberger lot handle the extra storm water?
 - c. What improvements could be considered to handle the extra flow?

7. Prepare a schematic plan drawing for the study area, showing the existing drainage facilities and the recommended improvements. Plan will be prepared on 22" x 34" sheets showing the plan view at 1" = 200' scale.
8. Calculate preliminary quantities and prepare a preliminary opinion of the probable cost of construction for the recommended drainage improvements.
9. Prepare a report of findings and recommendations, and present to the City.
10. Revise and Finalize the Report based upon City comments.

B. Final Design Services of CTI Engineers, Inc. (CTI)

1. Prepare construction drawings for approximately 3,000 linear feet of storm sewer construction along the above-described route, with new catch basins and manholes.
2. Develop typical sections for the storm sewer trenches, including surface restoration.
3. Plans will be prepared on 22" x 34" sheets showing both the plan view at 1"= 20' scale (on Prospect) and 1"=50' scale (across undeveloped land), and a profile view at 1"= 5' vertical scale. The improvement drawing sheets will also include a Title Sheet, Survey Sheet, General Notes, Details, Typical Sections, and Stormwater Pollution Prevention Plan.
4. The State of Ohio Department of Transportation (ODOT) Location and Design (L&D) Manuals, Construction and Material Specifications (C&MS), and standard details will be used on the project.
5. Prepare technical specifications or plan notes for any items not covered by ODOT C&MS.
6. Prepare a Storm Water Pollution Prevention Plan. Submit the SWPPP to the Stark Soil & Water Conservation District, along with their application form. An Ohio EPA Notice-of-Intent (NOI) application for storm water discharge permit will be required if the area of land disturbance is greater than one (1) acre.
7. Prepare an opinion of the probable cost of construction and a Bid Sheet for the project.
8. Prepare a Project Bidding Manual consisting of the Bid Sheet, General Specifications, Technical Specifications, plus miscellaneous front-end contract documents routinely utilized, and prevailing wages (to be provided by the City).

C. Responsibilities of City of Canal Fulton (CLIENT)

1. Provide all criteria and full information as to its requirements for the project.
2. Upon identification by CTI and approval by the CLIENT of the necessity and scope of information required, furnish CTI the CAD files of the Canal Fulton Community Campus Site Plan prepared in 2015 (if available), and additional data, reports, surveys, and other materials required for this project, except those included in CTI's Scope of Services.

3. Provide access to the project site and make all provisions for CTI to enter upon public and private lands as required for CTI to perform its services under this Agreement.
4. Give prompt written notice to CTI whenever the CLIENT observes or otherwise becomes aware of any defect in the project.
5. Furnish to CTI, prior to execution of this Agreement, a copy of any design and construction standards the CLIENT shall require CTI to follow in performing its services under this Agreement.
6. Provide payment for plan review, or other fees required by the Ohio EPA, or other reviewing agencies.

D. Additional Study and Design Services

The following services are not included in the above Scope of Services, but are available to the CLIENT from CTI as additional services subject to additional compensation:

1. Wetlands delineations or determinations or other permits that may be required by the Army Corps of Engineers or other regulating agencies. It is anticipated that the suspected wetland area on the Puffenberger parcel can be avoided.
2. Subsurface geotechnical engineering.
3. On-site observation and administration services during construction of the recommended improvements.