

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

September 2, 2014

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 19, 2014
 7. **REPORTS OF ADMINISTRATIVE OFFICERS**
 - o Senior Citizens
 - o Community Service
 - o Fire Chief
 - o Police Chief
 - o Engineer/Streets/Public Utilities
 - o Finance Director
 - o City Manager - Report
 - o Mayor
 - Park Board Appointees- Bob Shaffer*
 - o Parks & Recreation Board
 - o Law Director
 8. **THIRD READINGS**

TABLED: Resolution 18-14: A Resolution by the Council of the City of Canal Fulton, Ohio to Enter into a Contract with CCI to Develop Construction Plans for the Erie Avenue Storm Sewer Extension Project.
 9. **SECOND READINGS**

Resolution 19-14: A Resolution by the Council of the City of Canal Fulton, Ohio to enter into an amended Agreement with CTI Engineers, Inc. to provide Professional Engineering Services for the Locust Street Sanitary Sewer and Waterline Project adding Street Widening.
 10. **FIRST READINGS**
 11. **P.O.s**

P.O. 100020: to All American Fire Equipment in the amount of \$5,947.74 for Brake Repair on Fire Engine
 12. **BILLS:** None
 13. **OLD/NEW/OTHER BUSINESS**

November 4, 2014 Council Meeting Change
 14. **REPORT OF PRESIDENT PRO TEMPORE**
 15. **REPORT OF SPECIAL COMMITTEES**
 16. **CITIZENS COMMENTS – Open Discussion (Five Minute Rule)**
 17. **ADJOURNMENT**
- P.O. 100017: to J. D. Striping & Service, Inc. in the amount of \$4,700.00 to paint double center lines and white edge lines
- P.O. 100018 to Autonation in the amount of \$3,083.02 for EMS Squad 8 Vehicle Repair

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August 19, 2014

CALL TO ORDER

Mayor Richard Harbaugh called the meeting to order at 7:00pm

PLEDGE OF ALLEGIANCE

ROLL CALL

Mayor/Council Members Present: Richard Harbaugh, Linda Zahirsky, Scott Svab, Sean Craney, Danny Losch, Nellie Cihon and Sue Mayberry.

Others Present: City Manager Mark Cozy, Council Clerk Teresa Dolan, Service Director Dan Mayberry, Police Chief Doug Swartz, Fire Chief Ray Durkee, and Finance Director William Rouse

Others Present: Chell Rossi, Joan Porter, Earl Minks

REPORTS OF STANDING COMMITTEES

Danny Losch reported on the Safety Committee. The Committee met prior to the Council Meeting to discuss a joint fire district. The Committee decided to not consider a joint district at this time. The committee will continue to look into this matter further.

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

None

CORRECTING & ADOPTING THE RECORD OF PROCEEDINGS

August 5, 2014

A motion was made to approve the August 5, 2014 meeting minutes by Linda Zahirsky, second by Scott Svab.

Sue Mayberry asked that on page 10, middle of the page should read we do not want children getting hit. Also in the same paragraph the word Longwood should be Longview.

Nellie Cihon, abstained, and all other Council Members voted yes. Motion approved.

REPORTS OF ADMINISTRATIVE OFFICERS

Senior Citizens – No Report

Community Service – A Report was included in the packet.

Fire Chief – A Report was included in the packet. Chief Ray Durkee stated that there was a \$1,000.00 building fire loss in the report that was in the Township. It was an exposure fire from a refuse fire that was being burned that melted the siding on a house. There was also a car fire.

The department is working on its protocol type testing and they will be picking up their regular monthly training with SUMA in September.

Police Chief – A Report was included in the packet. Police Chief Doug Swartz reported that there were two home burglaries in the last week. Both were in the northwest side of town. There are a couple leads that the department is following up on.

Engineer/Streets/Public Utilities – Service Director Dan Mayberry stated that he had met with several contractors regarding Resolution 18-14, which is the Erie Avenue Storm Sewer Project. He has two confirmed estimates and will have a third soon.

Mr. Mayberry stated that the City underwent its first Ohio EPA separate sewer system or MS4 Audit this past Wednesday.

In regards to the All Veteran's Memorial, the cost for the conduit and lighting will be \$1,300.00. The City will be relocating the existing aluminum flagpole to the memorial.

The water utility personnel are working on the west side water tank. Our staff has been cleaning and preparing the tank for primer and paint. We will paint it ourselves. We will go

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through Sherwin Williams and their expert is advising us on how to prepare the tank. It will be painted with rollers.

Street sweeping with the Chip and Seal Program began on Monday. Unfortunately on Longview Ave the street sweeper broke down. It will be back in town on Thursday for completion. There have not been too many complaints. The Mayor had shared a letter with him that Mr. Mayberry will respond to.

Danny Losch stated that there was a huge improvement from the last program. The rock looks great and barely any dust.

Mr. Losch asked if they were going to have to rent a high lift to pain the tower. Mr. Mayberry stated that a local contractor is letting the department use his lift. Chapanar Excavating is the contractor. They haul sludge for our waste water treatment plant.

Linda Zahirsky thanked Mr. Mayberry for the quick repair on Stonewood.

Finance Director – July Financials were included in the packet. Finance Director William Rouse stated that income tax is up 1.8%. July was a three payroll month so the cost and expenses are inflated.

The last couple of weeks have been spent with department heads to review the 2015 budget, which is progressing well.

Mr. Rouse asked that Ordinance 18-14 pass under suspension. The appropriation is to pay for the Risinger Study.

A motion was made that Council had received the July Financials by Linda Zahirsky, second by Scott Svab. All Council Members voted yes. Motion approved.

City Manager – A report was included in the packet. City Manager Mark Cozy said that in the packet was sample letter for Council's review for the support of the Sole Source Aquifer for the US Environmental Protection Agency. He said he said he could put a signature line for all of Council or just the Mayor and he.

A motion was made for the City Manager to continue with the letter to the EPA with Mayor Harbaugh and City Manager Cozy signing by Linda Zahirsky, second by Nellie Cihon. All Council Members voted yes. Motion approved.

Mayor

Part-time Administration Position – Mayor Harbaugh stated that we had a part time administrative helper her. She took a job at the Senior Center. When he comes in, sometimes the office is locked and empty. He feels that we need another part-time person during working hours. Mr. Cozy said that he and the Finance Director had discussed the issue and they feel that there is part-time staff available that can be working upstairs during the lunch hour each day and manage this within without hiring another person. The Mayor stated that we could try that. Mr. Cozy agreed with the Mayor that it would be good for coverage. A lot of people come during their lunch hour to City Hall. Mr. Cozy stated that Mrs. Dolan has worked through lunch on a number of occasions. He said that they may have meetings on any given day when neither is here, as well as vacations and sick days. Mr. Rouse stated that he would echo what Mr. Cozy had indicated. It would be fairly easy for us to restructure the workday for one of the part-time staff to have their core hours to be during the middle of the day for coverage.

Mr. Svab said he agreed. He is all for trying that but also agrees with the Mayor that there have been times when no one is here it does not look good for people that comes in. With vacations and time off between the personnel upstairs, he would like to look into it to see how much it would cost at a minimum wage position to maybe help do other things also. Because we would be paying the person upstairs, they could do a little more work for Administration.

Council Clerk Teresa Dolan said when she is not in the office she does display a sign to let people know there is no one on the first floor, and to please go downstairs. She said she also lets them know downstairs that she is going to be out of the office. Mrs. Dolan said she was seated on the Grand Jury and she only had two weeks left. She stated that it was nice when there was a person upstairs because they could cover for lunch and vacations. She said she understood what Mr. Rouse was saying and thought they did have a person here that could stay upstairs to do the work and fill in when necessary. She said she felt they could swing hours to cover for vacations. It may also help to update

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signage upstairs. No one pays attention to it now. When people come in they are usually here to see the City Manager, for income tax or zoning.

Park Board Appointees- Mayor Harbaugh stated that he had a Park Board appointee, Jeff Tabor. Mr. Tabor is a retired teacher from Northwest Schools.

Mayor Harbaugh made a motion to appoint Jeff Tabor to the Park Board, second by Scott Svab. All Council Members voted yes. Motion approved.

Linda Zahirsky stated that she did not think the Mayor could make a motion. Council agreed that they would appoint Mr. Tabor to the Park Board subject to approval by the School Board.

Parks & Recreation Board – Earl Minks stated that Discovery Park will be getting a new swing. The swing will be the safety seat type. They are also looking at a bench for Discovery Park. Mr. Minks stated that the spray that they are putting down in Discovery Park is working in deterring the geese.

Mrs. Mayberry stated that she attended the concert in the square this past weekend and that the group "A Class Act" was unbelievable. She really enjoyed them. Mr. Minks said the group was \$500.00 and he believed that they gave every bit of that in the entertainment.

Law Director – Law Director Scott Fellmeth stated that Elmridge Industrial Park 10 that is being built by Schalmo Properties, CTI is recommending that we release all but \$4,300.00 of the monies that are being held. This is the unusual thing; Mr. Fellmeth is holding \$250,000 in a trust account for about three years. They are paying down against the project. The balance is about \$75,700.00. The \$4,300.00 will be held for bond or the payment completion. However, we are owed approximately \$17,000.00 in inspection fees by Schalmo Properties. Mr. Schalmo has requested a \$3,000.00 deduction on this. Mr. Fellmeth stated he does not know what this is based on. The project has been convoluted and he has strung along a little bit on it. Mr. Cozy told Mr. Schalmo that we are not authorized to compromise any amount of inspection fees without the approval of Council. He is asking for a reduction from \$17,100.00 down to \$14,000.00. Mr. Fellmeth stated they could address it tonight, or they could take it to committee. Mr. Fellmeth stated that he would not make any adjustments without Council's approval.

A motion was made to have a Finance Committee Meeting September 2, 2014 at 6:30pm to discuss reduction of fees for Don Schalmo in regards to Elmridge Phase 10 by Scott Svab, second by Linda Zahirsky. All Council Members voted yes. Motion approved.

THIRD READINGS

TABLED: Resolution 18-14: A Resolution by the Council of the City of Canal Fulton, Ohio to Enter into a Contract with CCI to Develop Construction Plans for the Erie Avenue Storm Sewer Extension Project.

Ordinance 17-14: An Ordinance Amending Ordinance 14-13, Rates Of Pay For Safety Forces Part-Time Employees, And Repealing Any Ordinances In Conflict Therewith.

A motion was made to approve Ordinance 17-14 by Scott Svab, second by Sean Craney. All Council Members voted yes. Motion approved.

SECOND READINGS

No Second Readings

FIRST READINGS

Resolution 19-14: A Resolution by the Council of the City of Canal Fulton, Ohio to enter into an amended Agreement with CTI Engineers, Inc. to provide Professional Engineering Services for the Locust Street Sanitary Sewer and Waterline Project adding Street Widening.

Mr. Svab asked if this needed to pass this by emergency. Mr. Cozy stated that he recommended not to that he does not have all the signed petitions.

Ordinance 18-14: An Ordinance Amending Ordinance 31-13, and Providing for Changes to Previously Authorized Appropriations.

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Scott Fellmeth asked why Mr. Rouse wanted to pass this under suspension. The project is for \$105,000.00 and is going to take four and a half months to do. Mr. Rouse stated that the contract had been approved and they would start drawing on it. Right now the purchase order is on to be approved. Mr. Fellmeth asked why they had to be approved up front. Mr. Rouse said we were not, but it is causing a deficit. Scott Svab stated it is monthly billing. Mr. Svab stated that there is no line item appropriation for this. Mr. Fellmeth asked if we could hold the purchase order then. Mr. Rouse said not really, you have a signed contract stating that we were ready to make the purchase. Mr. Svab stated that Mark Cozy still has to approved the billing

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

A motion was made to approve Ordinance 18-14 by Linda Zahirsky, second by Scott Svab. Sue Mayberry voted No. All other Council Members voted yes. Motion approved.

P.O.s

P.O. 9997: to DJL Materials and Supply in the amount of \$7,950.00 for Crack Sealer for Road Maintenance

A motion was made to approve P.O. 9997 by Scott Svab, second by Sue Mayberry. All Council Members voted yes. Motion approved.

P.O. 9995: to S.A. Management of Ohio LLC in the amount of \$3,800.00 for plans for Pole Structure at WWTP Grit and Screening Primary Facility

A motion was made to approve P. O. 9995 by Nellie Cihon, second by Linda Zahirsky. All Council Members voted yes. Motion approved.

P.O. 9998: to Huntington National Bank in the amount of \$10,206.25 for Bond Interest Payment NW Waterline

A motion was made to approve P.O. 9998 by Danny Losch, second by Sue Mayberry. All Council Members voted yes. Motion approved.

P.O. 9999 to Risinger & Associates in the amount of \$105,000.00 for Recreation and Community Center Feasibility Study

A motion was made to approve P.O. 9999 by Sean Craney, second by Scott Svab. Sue Mayberry voted no. All other Council Members voted yes. Motion approved.

BILLS: \$432,125.10

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

OLD/NEW/OTHER BUSINESS

Trick or Treat Date 2014

Linda Zahirsky stated that she would vote for the date to be on the Sunday before Halloween during the day due to safety reasons.

Mrs. Dolan said that the Fall Fun Fest is scheduled for October 25th in the afternoon this year.

A motion was made for Trick or Treat to be on October 31, 2014 from 6:00pm – 8:00pm by Sean Craney, second by Scott Svab. Linda Zahirsky voted no. All other Council Members voted yes. Motion approved.

Sue Mayberry thanked Nellie Cihon for being at the meeting. Mrs. Cihon thanked everyone for sending cards and has her on their prayer list. She said she still has a long way to go.

Linda Zahirsky stated that there were some changes in the way PERS is granting the way to purchase health insurance for people under the PERS plan. Those of us that have had to opportunity to purchase insurance and are under twenty years have to be off of payroll by November 30, 2014. Mrs. Zahirsky said she will be resigning November 30, 2014 in order to

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purchase insurance. She has to be off of the payroll sixty days. She can be reappointed at some time, but she has to be off of the payroll.

Doug Swartz asked Mr. Fellmeth in reference to the parking ordinance, how many days after it passes can it be enforced. Mr. Fellmeth stated thirty days. Mr. Fellmeth said he would recommend extreme caution and issue warnings at first. The date is September 5, 2014.

REPORT OF PRESIDENT PRO TEMPORE

Scott Svab welcomed Nellie Cihon back. Mr. Svab stated that he felt that losing Linda Zahirsky will be a huge loss. He said hopefully she would still be involved in public service and run at election time.

Mr. Svab stated that the Veteran's Memorial will be lighted and the Senior Center had been discussing with him about the lighting. He said he knew that the Tennis Court Billing was on their billing and that we would give the Seniors what was in the coin box for the exchange of using electric. He was unaware until recently that there is only one service. The Center has been paying for electric in the park since day one. Now we are going to add another electrical outlet to them. They were under the impression that the City paid for the park and not them. We need to work with them on this. We own the building and paid for interior and exterior paint, landscaping, water heaters and electrical work. He attends the Swiss steak dinners. You can't help but notice the carpet in there. When you have guests arrived, such as the Mayor's Brunch, you start to look at the building with a different eye. This is terrible and to the point of embarrassing. The City needs to work with them on the eyesore. When they get quotes, we need to bring that back to Council and see if we can work with them.

The Veteran's Memorial work is started there. Hopefully the project will progress and be done by fall.

Danny Losch stated that we could figure the kilowatt hours and split some of that to be fair based on wattage. He asked Mr. Mayberry if he would agree. Mr. Mayberry stated yes.

REPORT OF SPECIAL COMMITTEES

CITIZENS COMMENTS – Open Discussion (Five Minute Rule)

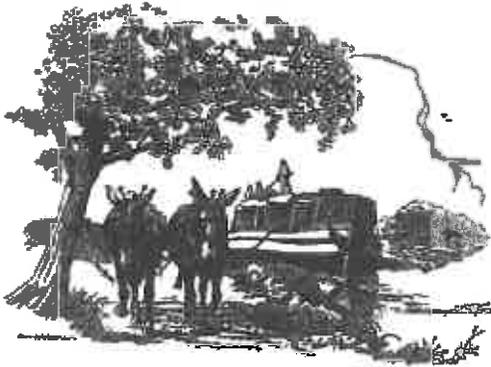
Chell Rossi stated that some of the Bicentennial events had been rescheduled. The Car Show was a great success with over 100 cars. She also presented Council with a picture from the Bicentennial Fireworks show.

ADJOURNMENT

The meeting was adjourned at 7:59pm

Minutes Prepared by: _____
Teresa M. Dolan, Clerk

Minutes Approved: _____
Mayor Richard Harbaugh



City of Canal Fulton

155 East Market Street, Canal Fulton, Ohio 44614
(330) 854-2225, Ext. 119 - Fax (330) 854-6913
Email: citymgr@cityofcanalfulton-oh.gov

From the Office of the City Manager

City Manager's Report for September 2, 2014

1. Community Development Block Grant Fund: I have good news and bad news. The good news is that the City of Canal Fulton no longer has any low to moderate income areas according to data from the 2010 Census. The bad news is that we no longer qualify for any CDBG funding. What's interesting for our town is that we don't have any upper class neighborhoods to skew our numbers. This means that people living in Canal Fulton for the most part are employed.

2. Locust-Cherry Intersection Project: From public involvement meeting we discovered that several property owners on Cherry Street have some issues with the current preliminary plans for the project. The current plans are the thirteenth set of plans developed that we were finally able to get through Federal Highways, ODOT, and the federal and state parks and historic preservation offices. Brad Bendle of EDG and I walked the area and agreed that the plans could be revised taking into consideration some of the residents' concerns. These would then need to be reviewed by the aforementioned state and federal agencies.

The OPWC application for this project is being finalized. If our application is approved the city's out of pocket expenses be less than 10% of the total costs.

3. Canal Fulton Churches Signs: A member of the SPJ Knights of Columbus asked me if the City would be okay with them paying to update our current Canal Fulton churches signs. I'm not sure who installed or paid for the current signs that are becoming faded and unsightly. I told him that since it would be a replacement of what's currently there we would approve it after reviewing the sign design.

4. Resolution 18-14: After some study by city staff, engineer, and local contractors there are questions concerning the current storm water system that drains from NW Local Schools into the canal. We suspect that the natural course of water has been diverted by previous contractors and the current flow may be outside the drainage easement. Part of the CCI agreement calls for a survey of the area to determine this. I will have an updated proposal from CCI just to do the survey and report on his findings.

RECORD OF RESOLUTIONS

Dayton Legal Group, Inc. Form No. 30041

Resolution No. 18-14

Passed _____, 20____

A RESOLUTION BY THE COUNCIL OF THE CITY OF CANAL FULTON, OHIO TO ENTER INTO A CONTRACT WITH CCI TO DEVELOP CONSTRUCTION PLANS FOR THE ERIE AVENUE STORM SEWER EXTENSION PROJECT.

WHEREAS, The City of Canal Fulton has sought a proposal for the infrastructure improvement known as the Erie Avenue Storm Sewer Extension Project, and

WHEREAS, CCI has submitted a proposal acceptable to the City to provide the services needed to develop those construction plans.

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 a contract with CCI for infrastructure improvement known as the Erie Avenue Storm Sewer Extension Project pursuant to agreement attached hereto as Exhibit "A" and incorporated by reference herein.

Richard Harbaugh, 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 _____-14, duly adopted by the Council of the City of Canal Fulton, on the date of _____, 2014, 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 _____, 2014.

Teresa Dolan, Clerk-of-Council

SEF/bp

RECORD OF RESOLUTIONS

Dayton Legal Bank, Inc., Form No. 2004E

Resolution No. 19-14

Passed _____, 20____

A RESOLUTION BY THE COUNCIL OF THE CITY OF CANAL FULTON, OHIO TO ENTER INTO AN AMENDED AGREEMENT WITH CTI ENGINEERS, INC. TO PROVIDE PROFESSIONAL ENGINEERING SERVICES FOR THE LOCUST STREET SANITARY SEWER AND WATERLINE PROJECT ADDING STREET WIDENING.

WHEREAS, The City of Canal Fulton has sought an amended proposal for the Locust Street Sanitary Sewer and Waterline Project to add Street Widening.

WHEREAS, CTI Engineers, Inc. has submitted a proposal acceptable to the City to provide professional engineering services needed to administer, coordinate and review the preliminary and final design of 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 with CTI Engineers, Inc. to provide professional engineering services for the Locust Street Sanitary Sewer and Waterline Project pursuant to proposal attached as Exhibit "A" and incorporated by reference herein.

Richard Harbaugh, 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 ____-14, duly adopted by the Council of the City of Canal Fulton, on the date of _____. 2014, 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 _____, 2014.

Teresa Dolan, Clerk-of-Council

SEF/bp

EXHIBIT "A"



CTI Engineers, Inc.
220 Market Avenue South
Suite 750
Canton, Ohio 44702
Phone 330.455.7733
Fax 330.313.2282
www.ctiengr.com

July 31, 2014

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

Subject: Proposed Amendment to Professional Engineering Services Contract
Locust Street Widening Added to Sanitary Sewer and Waterline
CTI Proposal No. EP14047, Project No. E14010

Dear Mr. Cozy:

CTI is pleased that the City of Canal Fulton has requested our proposal to provide professional engineering services for the design and plan preparation for an extension of the three-lane pavement on Locust Street. The widening will be on the north side, starting approximately 450 feet east of Etheridge Blvd., and extends for a length of approximately 1,350 feet to where the corporation limit turns northerly. This design will supplement the design already in progress for the sanitary sewer and waterline extensions, which continue easterly to the corporation limit. Curb inlets, storm sewers, and sidewalks on both sides of Locust will be included in the design, as will an extension of the storm culvert on the north side, and easements over the culvert.

CTI proposes to perform the above tasks outlined in the attached Scope of Services within sixty (60) days for a total additional fee not to exceed Twenty-Eight Thousand Dollars (\$28,000.00). Invoices will be submitted monthly to the City based on actual costs.

If this proposed scope and fee is acceptable to you, we will prepare a contract amendment for your signature. 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 "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

**APPENDIX B-2
SCOPE OF SERVICES AMENDMENT**

This scope describes the professional engineering services of design and plan preparation for extensions of the curbed, three-lane pavement on Locust Street. The project limits start east of Etheridge Blvd., and extend for a length of approximately 1,350 feet of roadway widening easterly to where the corporation limit extends northerly. This design will supplement the design already in progress for the sanitary sewer and waterline extensions, which continue easterly to the corporation limit. Curb inlets, storm sewers, and sidewalks will be included in the design.

A. Design Phase Services of CTI Engineers, Inc. (CTI)

1. Perform survey of topography and property for the project, for a length of approximately 1,000 feet on the north side of the street.
2. Perform subsurface geotechnical investigation (4 soil borings at 10' deep and 1 boring at 32' deep) and testing as required to determine the characteristics of the subgrade soil relative to the design of the proposed roadway. Traffic maintenance for the drilling is included in this proposal.
3. Prepare construction drawings for approximately 1,350 linear feet of roadway widening construction on the north side of Locust Street. The widened roadway will include combination curb-and-gutter and storm sewers on both north and south sides of the road, connected to existing drainage facilities at the west end of the project.
4. Perform design and prepare plans for the grading/filling on both the north and south sides as required for the roadway widening, curb and gutter, and sidewalks. Prepare cross-sections to show the grading for the proposed work.
5. Perform design and prepare plans for the extension of the storm culvert on the north side of Locust St., and prepare cross-sections to show the grading over the proposed culvert extension and near the south end of the culvert.
6. Develop typical sections for the roadway widening.
7. Prepare a Traffic Control Plan for the pavement markings and signs.
8. Include the widening work in the Storm Water Pollution Prevention Plan, submittal to Stark Soil & Water, and the Ohio EPA Notice-of-Intent (NOI) application for storm water discharge permit.
9. The roadway widening improvements will be shown on the sewer and waterline plans, prepared on 22" x 34" sheets showing both the plan view at 1"= 50' scale and a profile view at 1"= 5' vertical scale. The roadway improvement drawing sheets will also include General Notes and Details.

10. 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.
11. Prepare technical specifications or plan notes for any items not covered by ODOT C&MS.
12. Coordinate with utility companies for relocation of their poles or underground facilities, as required for construction of the improvements.
13. Prepare easements for construction (temporary) and slope (permanent) along the north and south sides of Locust Street, as needed to construct and maintain the grading improvements in the vicinity of the culvert.
14. Include the widening work in the probable cost of construction, bid sheet, and technical specifications for the project.

B. 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 all 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.

C. Additional 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.
2. Services during bidding and construction.
3. Assistance with calculation of special assessments.

CITY OF CANAL FULTON
CITY COUNCIL MEETING AGENDA
September 2, 2014

1. **CALL TO ORDER** P.O. 100017: to J. D. Striping & Service, Inc. in the amount of \$4,700.00 to paint double center lines and white edge lines
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL** P.O. 100018 to Autonation in the amount of \$3,083.02 for EMS Squad 8 Vehicle Repair
4. **REPORTS OF STANDING COMMITTEES**
 12. **BILLS:** None
5. **CITIZENS' COMMENTS – AGENDA MATTERS (Five Minutes per Individual – No Yield)**
 13. **OLD/NEW/OTHER BUSINESS**
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 - o City Manager - Report
 - o Mayor
 - Park Board Appointees- Bob Shaffer*
 - o Parks & Recreation Board
 - o Law Director
 17. **ADJOURNMENT**
8. **THIRD READINGS**

TABLED: Resolution 18-14: A Resolution by the Council of the City of Canal Fulton, Ohio to Enter into a Contract with CCI to Develop Construction Plans for the Erie Avenue Storm Sewer Extension Project.
9. **SECOND READINGS**

Resolution 19-14: A Resolution by the Council of the City of Canal Fulton, Ohio to enter into an amended Agreement with CTI Engineers, Inc. to provide Professional Engineering Services for the Locust Street Sanitary Sewer and Waterline Project adding Street Widening.
10. **FIRST READINGS**
11. **P.O.s**

P.O. 100020: to All American Fire Equipment in the amount of \$5,947.74 for Brake Repair on Fire Engine



BILL TO:

City of Canal Fulton

155 East Market Street, Suite #A
Canal Fulton, Ohio 44614-1305
(330) 854-2225 • FAX (330) 854-6913

PURCHASE ORDER

P.O. NUMBER RG100018
P.O. DATE 08/27/14
DEPARTMENT FIRE/EMS
CREATED BY
VENDOR NO. 02737

DELIVER TO:

CANAL FULTON ADMINISTRATION
155 E. MARKET ST.
SUITE #A
CANAL FULTON, OH 44614

VENDOR:

AUTONATION
25905 NETWORK PLACE
CHICAGO, IL 60673-1259

ACCOUNT NUMBER	AMOUNT
222.210.5440	\$3,083.02

THE ABOVE PURCHASE ORDER NUMBER MUST APPEAR ON ALL BILLS AND PACKAGES.
Material on this order is exempted from the Ohio Sales Tax and Federal Excise Taxes.

FEDERAL ID # 34-6000498

QUANTITY	UNIT	DESCRIPTION	PRICE / UNIT	AMOUNT
		EMS SQUAD 8 VEHICLE REPAIR NOW AND THEN CERTIFICATE I CERTIFY FUNDS FOR THIS PURCHASE WERE AVAILABLE THEN ____ / ____ / ____ AVAILABLE NOW ____ / ____ / ____ SIGNED: THIS THEN AND NOW CERTIFICATE IN EXCESS OF \$3,000 WAS APPROVED BY A MOTION OF CANAL FULTON CITY COUNCIL ON ____ / ____ / ____		\$3,083.02
TOTAL:				\$3,083.02

CIRCLE IF APPLICABLE: Now and then P.O. – the purchase was made before approval of P.O. Funds were available then as they are available now.

FISCAL OFFICER'S CERTIFICATE

I am hereby certified that the amount required to meet the contract, agreement, obligation, payment or expenditure stated in this purchase order has been lawfully appropriated, authorized or directed for such purpose and is in the Treasury or in the process of collection to the credit of the appropriate Fund(s), free from any obligation or certification now outstanding.

Finance Director

Date

City Manager / Mayor

Date

THIS ORDER IS NOT VALID UNLESS SIGNED BY THE FINANCE DIRECTOR AND EITHER THE CITY MANAGER OR MAYOR



BILL TO:

City of Canal Fulton
155 East Market Street, Suite #A
Canal Fulton, Ohio 44614-1305
(330) 854-2225 • FAX (330) 854-6913

PURCHASE ORDER

P.O. NUMBER **RG100020**
P.O. DATE **08/28/14**
DEPARTMENT **FIRE/EMS**
CREATED BY
VENDOR NO. **01293**

DELIVER TO:

CANAL FULTON FIRE DEPT
155 EAST MARKET ST
CANAL FULTON, OH 44614

VENDOR:

ALL AMERICAN FIRE EQUIPMENT
P.O. BOX 146
ONA, WV 25545

ACCOUNT NUMBER	AMOUNT
222.210.5440	\$5,947.74

THE ABOVE PURCHASE ORDER NUMBER MUST APPEAR ON ALL BILLS AND PACKAGES.
Material on this order is exempted from the Ohio Sales Tax and Federal Excise Taxes.

FEDERAL ID # 34-6000498

QUANTITY	UNIT	DESCRIPTION	PRICE / UNIT	AMOUNT
		BRAKE REPAIR ON FIRE ENGINE NOW AND THEN CERTIFICATE I CERTIFY FUNDS FOR THIS PURCHASE WERE AVAILABLE THEN ____ / ____ / ____ AVAILABLE NOW ____ / ____ / ____ SIGNED: THIS THEN AND NOW CERTIFICATE IN EXCESS OF \$3,000 WAS APPROVED BY A MOTION OF CANAL FULTON CITY COUNCIL ON ____ / ____ / ____		\$5,947.74
TOTAL:				\$5,947.74

CIRCLE IF APPLICABLE: Now and then P.O. – the purchase was made before approval of P.O. Funds were available then as they are available now.

FISCAL OFFICER'S CERTIFICATE

I hereby certified that the amount required to meet the contract, agreement, obligation, payment or expenditure stated in this purchase order has been lawfully appropriated, authorized or directed for such purpose and is in the Treasury or in the process of collection on the credit of the appropriate Fund(s), free from any obligation or certification now outstanding.

Finance Director Date

City Manager / Mayor Date

