

July 19, 2011

The Gallipolis City Commission met in special session on Tuesday, July 19, 2011, at 7:00 p.m. in the Gallipolis Municipal Courtroom on Olive Street, having complied with Section 9 of the City Charter.

Commission President James Cozza called the meeting to order and gave the invocation.

Upon roll call, the following members were present:

James A. Cozza, President
 James Jay Cremeens, Vice-President
 W. Matthew Johnson, Member
 Steven E. Wallis, Member

Others attending were:

Randall J. Finney, City Manager
 Adam R. Salisbury, City Solicitor
 Annette M. Landers, City Auditor/Clerk/Treasurer
 Amber Gillenwater, Gallipolis Daily Tribune
 Ronnie Lynch Clint Patterson Tony Gallagher
 Dottie Chestnut Marvin Vanderberg Randy Breech

Commission received the minutes of the July 5, 2011 meeting prior to this meeting. There being no corrections, objections, or additions, these minutes were approved.

The City Manager reported on the following:

- Demolition of the old City Building is complete. They have found a spongy area in front of the old meeting room. The problem is a layer of mulch-like material several feet down. They have also found some gray clay deposits. They will need to remove the bad soil, replace it with good soil, and compact it. This will cost an additional \$2,950 on top of the \$29,275 to tear down the building. Mr. Finney will bring a change order to the next meeting. Mr. Wallis asked if the rock wall at the back of the lot would be left. Mr. Finney answered that he had asked the property owner about it and he wanted to leave it there.
- Water line slip on Garfield - The quote to bore under the road was \$35,281, but that includes other work as well. Mr. Finney is asking for another quote, which he hopes will come in lower. He is also looking into doing some of the work ourselves.
- The chip and seal work on the new cemetery access road has been delayed by recent rains. It would cost \$34,540 to pave. The chip and seal surface can be salted and plowed, with care. The city did not receive the CDBG grant for paving this road. We still plan to plant trees and install used guardrails.
- Cemetery slip – U.S. Bridge has completed the repair at a cost of \$62,845, plus approximately \$4,000 for gravel. Mr. Finney showed slides of the repairs. He pointed out that the road is actually a little wider than before.
- There is a meeting tomorrow afternoon at the 911 Center with FEMA to begin the process of requesting aid for damage from recent rains. Mr. Finney and Ms. Landers will be attending.
- Mr. Dave Smith sent his thanks to the Commission for paving the road at Bob Evans Restaurant and the VA Clinic.
- The Commission needs a representative to attend the CIC board meetings. No one could volunteer. The City Manager will represent the Commission.

Gallipolis City Commission

July 19, 2011

Page 2

- The Industrial Park Architectural Review Committee needs a representative to meet once per year. They have not met for three years, but would like to revive the group. Mr. Johnson volunteered to serve.
- The 25th Anniversary of the opening of the City pool is next Tuesday, July 26th. The Commission is invited to come to the noon ceremony. Cake will be served.
- The City received a plaque from the Chamber of Commerce for helping with the River Recreation Festival. Chief Patterson reported no major problems.
- The City's e-mail was down for a week. Because of their poor response to the outage, we have changed providers. The Commissioners' laptops need to be updated with the new addresses.
- Most of the employees have had their handbook training now. There will be make-up training for those who were not able to attend any of the earlier sessions.
- Employees are filling out health questionnaires for insurance quotes from the major providers. Mr. Finney is also working on getting quotes on our property and liability insurance.
- Three engineering firms have looked at the WPC Plant for the future upgrade and will interview on August 1st and 2nd.
- Administrative offices – Several people have expressed an interest in bidding on the lease of office space. Bids are due at noon on Friday, August 5th. Jobs & Family Services has put their request for bids for leasing office space in the newspaper as well.
- Mr. Breech is present at tonight's meeting to talk about the Justice Center bid specs. The Commission needs to approve these before they are sent out.
- Mr. Finney received a telephone call about compliance with Chapter 38 of the Charter, which says that there needs to be one week publication of meetings for amending the appropriations and transfers/advances. Mr. Finney plans to comply with this requirement, although it has not been followed in recent memory.
- Mr. Finney will be on vacation beginning next Wednesday and return to work on Tuesday, August 2nd. Mr. Woodall will be covering for him in his absence. Mr. Finney can be contacted by cell phone, if needed.
- The County Commission has indicated that they do not need a purchase contract. They just want a deed to the Davis Hall property. The City Solicitor plans to attend their meeting on Thursday to get the necessary paperwork signed.
- Mr. Finney showed slides of the work on the new auxiliary fire station/cemetery office.

The City Auditor presented the June Financial Statement for approval. Mr. Johnson made a motion to approve the June Financial Statement, seconded by Mr. Cremeens. Upon voice vote on the motion, all votes were yes.

Ms. Landers presented June donations of \$1,000 from Bob Evans Farms for the Recreation Department. Mr. Cremeens made a motion to accept this donation, seconded by Mr. Johnson. This is not designated and goes for special programs. Upon voice vote on the motion, all votes were yes.

An invoice for \$19,477.50 from Travelers Insurance Company for the quarterly premium was presented for approval of payment. The invoice was dated June 22, 2011; the purchase order was dated June 28, 2011. Mr. Johnson made a motion to approve payment, seconded by Mr. Cremeens. Upon voice vote on the motion, all votes were yes.

Ms. Landers reported that Ohio Valley Bank is interested in matching Ohio CAF on financing the new Justice Center. She was unable to contact some of the banks due to people out on vacation. After some discussion, Mr. Salisbury offered to come by the Auditor's office in the morning to discuss how to proceed with bidding the financing of the Justice Center. The Commission was also interested in finding out whether OVB would be interested in financing the other projects.

The City Solicitor reported that he has been in contact with the State Wage & Hour Division to get their help in eliminating any ambiguity in language concerning wages paid to the Resident Firefighter. He will report more on this after he has completed his research.

Mr. Salisbury will be meeting on Friday at OVB with the parties involved with the sale of the Cox Property. The money from the sale will be placed in an account for OVB to administer.

Several of the tax cases that the Solicitor has been assisting in collecting are going through the pre-trial stage. Many are just paying to avoid litigation. Mr. Bostic has made some progress with his demolition cases, as well.

The City Solicitor requested executive session for pending legal matters.

A resident on First Avenue, who has a problem with a tree, has given a letter to Mr. Johnson to convey to Ms. Ann Bonner. Mr. Finney said that she looked at one there last year. Mr. Johnson said this was another problem. He gave it to Mr. Finney to take care of.

Mr. Cozza asked about a report from Code Enforcement. Mr. Finney told him that Mr. Bostic has been on vacation. He is doing regular reports.

Mr. Cozza asked about the Board of Zoning Appeals and Planning Commission meetings that were cancelled tonight. Mr. Finney said that some members were on vacation. Mr. Salisbury said that he was told that things were settled outside of the meeting. Mr. Cozza also asked about where the duplex would be going that the guy wants to build in Weavertown.

Mr. Wallis said he got a complaint about the dumpster behind the Lafayette Building. Mr. Salisbury said he could shed some light on the situation in executive session.

Mr. Randy Breech presented the specifications for the new Justice Center. There was some discussion of the legality of angle parking out front. Parking must be ADA compliant, as no variances are being given. The Bureau of Adult Detention no longer exists, but there is one state inspector left. He is sending a letter to approve the design for the court. We are fully compliant with court requirements.

The building will be a pre-manufactured skeleton. The Committee selected dark brown or dark bronze for the roof color. They still must come up with the color for the bricks, but color will not affect price. Construction will start around mid-September and should be complete by July of 2012, assuming it is under roof by the time bad weather hits. The Commission looked over the specs. Mr. Breech went into detail about materials to be used in different areas of the building, such as floors, ceilings, walls, etc. Mr. Johnson said that he wanted to be sure that there could be no ambiguity. Mr. Breech said that many of the specs are further detailed in the extensive notes included in the drawings. The reason why certain models are specified is to provide an "apples to apples" comparison of the bids. There will be a small separate armory shed for the storage of ammunition.

The estimate for the construction bid is around \$2.1 million. The judge has agreed to pay for the generator, telecommunications, security, and any court furnishings. She has also agreed to pay \$55,000 per year from her Court Capital Improvement Fund for debt service, with the stipulation that she can re-address the amount if her revenues should decrease substantially.

Mr. Breech asked if the Commission would want to require the contractor to obtain a bond. It would increase the cost of the project by around 5% and would be somewhat superfluous, given the fact

Gallipolis City Commission

July 19, 2011

Page 4

that we would have 10% retainage at each payment to the contractor. The Commission did not think that the bond would be necessary. When asked if there were any objections to going to bid with these specs, the Commission had no objections. If, after reviewing the materials, the Commissioners have any objections, they will need to contact Mr. Breech before the packets go out. Advertisement for bids begins on Sunday, July 23rd and again on Sunday, July 30th. Contractors must pay the cost of printing the packets, around \$150, plus postage, if required. Bids are due August 26, 2011.

Mr. Johnson made a motion to enter executive session to discuss legal issues as set forth in ORC 121.22(G)(1) & (2), seconded by Mr. Cremeens. Upon roll call on the motion, all votes were yes. Upon completion of executive session, Commission returned to special session. There being no further business to come before the City Commission, the meeting was adjourned.


Clerk, City Commission


President, City Commission