

REGULAR PIQUA CITY COMMISSION MEETING  
TUESDAY, JANUARY 5, 2016  
7:30 P.M. – COMMISSION CHAMBER – 2<sup>nd</sup> FLOOR  
201 WEST WATER STREET  
PIQUA, OHIO 45356

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

OATH OF OFFICE

FIRST WARD COMMISSIONER – JOHN MARTIN

OATH OF OFFICE

SECOND WARD COMMISSIONER – WILLIAM D. VOGT

OATH OF OFFICE

FIFTH WARD COMMISSIONER – KATHRYN B. HINDS

OATH OF OFFICE

MAYOR – KATHRYN B. HINDS

JOINT MEETING WITH WASHINGTON TOWNSHIP TRUSTEES & PIQUA CITY COMMISSION

ROLL CALL

CONSENT AGENDA

1. APPROVAL OF MINUTES

Approval of the minutes from the January 6, 2015 Joint Meeting of the Washington Township Trustees and Piqua City Commission

2. RES. NO. R-1-16

A Resolution appointing a member to the Board of Trustees of Forest Hill Union Cemetery

3. RES. NO. R-2-16

A Resolution reappointing a member to the Board of Trustees of Forest Hill Union Cemetery

ADJOURNMENT

## REGULAR CITY COMMISSION MEETING

### OATH OF OFFICE

VICE MAYOR -

### CONSENT AGENDA

4. APPROVAL OF MINUTES

Approval of the minutes from the December 15, 2015 Regular Piqua City Commission Meeting

5. RES. NO. R-3-16

A Resolution accepting the resignation of a member of the Park Board

6. RES. NO. R-4-16

A Resolution appointing a member to the Grow Piqua Now Board

### NEW BUSINESS

7. RES. NO. R-5-16

A Resolution authorizing the City Purchasing Analyst to advertise for bids to make certain purchases during the 2016 year

8. RES. NO. R-6-16

A Resolution authorizing a purchase order to Miami Valley Risk Management Association for purchase of insurance

9. RES. NO. R-7-16

A Resolution requesting authorization for the purchase of a new one ton truck with dump bed and snowplow for the Water Department

10. RES. NO. R-8-16

A Resolution requesting authorization to enter into an agreement with Fishbeck, Thompson, Carr & Huber, Inc. Engineers, to perform an Engineering Study for the Wastewater Pump Stations Rehabilitation Program-Evaluation and Preliminary Design-Phase 2

### PUBLIC COMMENT

(This is an opportunity for citizens to address the City Commission regarding issues or to provide information. Comments are requested to be limited to five (5) minutes and specific questions should be addressed to the City Manager's office).

### CITY MANAGER'S REPORT

### COMMISSIONERS COMMENT

### ADJOURNMENT

**PIQUA CITY COMMISSION  
WASHINGTON TOWNSHIP TRUSTEES  
Tuesday, January 6, 2015 7:30 P.M.**

Piqua City Commission met at 7:30 P.M. in the Municipal Government Complex Commission Chambers located at 201 W. Water Street in a Joint Meeting with the Washington Township Trustees.. Mayor Fess called the meeting to order. Also present were Commissioners Terry, Wilson, and Martin, Washington Township Trustees Hiegel, and Hartley. Absent: Commissioner Vogt, Trustee McMaken.

Moved by Commissioner Terry, seconded by Commissioner Martin, to excuse Commissioner Vogt from the Joint Meeting with the Washington Township Trustees, and the Regular City Commission Meeting. Voice vote, Aye: Martin, Wilson, Terry, Fess. Nay, None.

No motion was made to excuse Trustee McMaken at this time.

**JOINT MEETING WITH WASHINGTON TOWNSHIP TRUSTEES**

**Approval of Minutes**

Approval of the minutes from the January 7, 2014 Joint Meeting of the Washington Township Trustees and Piqua City Commission

Moved by Commissioner Martin, seconded by Commissioner Wilson, that the minutes of the January 7, 2014 Joint Meeting of the Washington Township Trustees and the Piqua City Commission be approved. Roll call, Aye: Fess, Martin, Wilson, Terry, Hartley and Hiegel. Nay, None. Motion carried unanimously.

**NEW BUSINESS**  
**RES. NO. R-1-15**

A Resolution reappointing a member to the Board of Trustees of Forest Hill Union Cemetery

City Manager Huff stated this resolution reappoints Lucinda L. Fess to a three-year term on the Board of Trustees of the Forest Hill Union Cemetery to expire on December 31, 2017.

Moved by Commissioner Terry, seconded by Commissioner Wilson, that Resolution No. R-1-15 be adopted. Roll call, Trustee Hiegel, Trustee Hartley, Commissioner Terry, Commissioner Wilson and Commissioner Martin. Nay: None. Mayor Fess abstained stating she is a member of the Board of Trustees of the Forest Hill Union Cemetery and the resolution is for her reappointment to the Board. Mayor Fess declared Resolution R-1-14 adopted.

Moved by Trustee Hiegel, seconded by Commissioner Martin, to adjourn from the Joint Meeting with the Washington Township Trustees and the Piqua City Commission at 7:33 P.M. Voice vote, Aye: Hiegel, Hartley, Martin, Terry, Fess, and Wilson. Nay: None. Motion carried unanimously.

PASSED: \_\_\_\_\_

\_\_\_\_\_  
KATHRYN B. HINDS

ATTEST: \_\_\_\_\_

REBECCA J. COOL  
CLERK OF COMMISSION

RESOLUTION NO. R-1-16

A RESOLUTION APPOINTING A MEMBER TO  
THE BOARD OF TRUSTEES OF FOREST HILL UNION  
CEMETERY

BE IT RESOLVED by the Commission of the City of Piqua, Miami County, Ohio, and by the Board of Trustees of Washington Township, Miami County, Ohio, the majority of all members elected thereto concurring, that:

SEC. 1: Kathryn B. Hinds is hereby appointed as a member of the Board of Trustees of Forest Hill Union Cemetery to fill the unexpired term of Lucinda L. Fess which will expire on December 31, 2017, or until her successor is confirmed and qualified;

SEC. 2: This Resolution shall take effect and be in force from and after the earliest period allowed by law.

\_\_\_\_\_  
KATHRYN B. HINDS, MAYOR

PASSED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
REBECCA J. COOL  
CLERK OF COMMISSION

WASHINGTON TOWNSHIP TRUSTEES

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RESOLUTION NO. R-2-16

**A RESOLUTION REAPPOINTING A MEMBER  
TO THE FOREST HILL UNION CEMETERY BOARD**

BE IT RESOLVED by the Commission of the City of Piqua, Miami County, Ohio, and by the Board of Trustees of Washington Township, Miami County, Ohio the majority of all members elected thereto concurring, that:

SEC. 1: Frank J. Patrizio is hereby reappointed as a member of the Forest Hill Union Cemetery Board for a term to expire on December 31, 2018 or until his successor is confirmed and qualified;

SEC. 2: This Resolution shall take effect and be in force from and after the earliest period allowed by law.

\_\_\_\_\_  
KATHRYN B. HINDS, MAYOR

PASSED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
REBECCA J. COOL  
CLERK OF COMMISSION

WASHINGTON TOWNSHIP TRUSTEES

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**MINUTES  
PIQUA CITY COMMISSION  
Tuesday, December 15, 2015 7:30 P.M.**

Piqua City Commission met at 7:30 P.M. in the Municipal Government Complex Commission Chambers located at 201 W. Water Street. Mayor Fess called her last meeting to order. Also present were Commissioners Terry, Wilson, Martin, and Vogt. Absent: None.

**REGULAR CITY COMMISSION MEETING**

**Presentation**

Vice Mayor Vogt read and presented a plaque to Mayor Fess thanking her for her service and dedication to the Piqua Community.

**Consent Agenda**

**Approval of Minutes**

Approval of the minutes from the December 1, 2015 Regular Piqua City Commission Meeting.

Moved by Commissioner Martin, seconded by Commissioner Vogt, to approve the Consent Agenda. Voice vote, Aye: Martin, Wilson, Terry, Vogt, and Fess. Nay: None. Motion carried unanimously. Mayor Fess then declared the Consent Agenda approved.

**OLD BUSINESS**

**ORD. NO. 12-15** (3<sup>rd</sup> Reading)

An Ordinance repealing Schedule A of Chapter 33 of the Piqua Code and adopting a new Schedule A of Chapter 33 of the Piqua Code, relating to wages of certain Municipal Employees

Elaine Barton, Human Resource Director, provided the Staff Report.

Ms. Barton stated this is the third reading for Ordinance No. 12-15. The employees covered by Schedule A (non-union) will receive a 2% increase in 2016. This has been included in the 2016 appropriations and is the third reading of the Ordinance.

Moved by Commissioner Vogt, seconded by Commissioner Martin, that Ordinance No. 12-15 be adopted. Roll call, Aye: Martin, Terry, Wilson, Vogt, and Fess. Nay: None. Mayor Fess then declared Ordinance No 12-15 adopted.

**ORD. NO. 13-15** (3<sup>rd</sup> Reading)

An Ordinance repealing Schedule A-1 of Chapter 33 of the Piqua Code and adopting a new Schedule A-1 of Chapter 33 of the Piqua Code, relating to wages of certain Municipal Employees

Elaine Barton, Human Resource Director, provided the Staff Report.

This is the third reading of Ordinance No. 13-15. For the past several years it has been more difficult to recruit and retain lifeguards for the Piqua Pool due in part to the cost of the certification. Previously, there were pay increases for each step for lifeguards, but due to the increases in minimum wages the difference between the steps became smaller. Schedule A-1 adjusts those steps. The pay for Assistant Pool Manager and also been adjusted, and an additional step has been added to hose employees who work at the golf course in the club house and attending carts, stated Ms. Barton.

Moved by Commissioner Terry, seconded by Commissioner Wilson, that Ordinance No. 13-15 be adopted. Roll call, Aye: Terry, Wilson, Vogt, Fess, and Martin. Nay: None. Mayor Fess then declared Ordinance No 13-15 adopted.

**ORD. NO. 14-15** (3rd Reading)

An Ordinance repealing Chapter 33.08 and enacting a new Chapter 33.08 of the Piqua Code, relating to Employee Insurance

Elaine Barton, Human Resource Director, provided the Staff Report.

Ms. Barton stated this is the third reading for Ordinance No. 14-15. The changes to Chapter 33.08 reflect the new benefit year of 2016, everything else in Chapter 33.08 remains the same.

Moved by Commissioner Wilson, seconded by Commissioner Martin, that Ordinance No. 14-15 be adopted. Roll call, Aye: Wilson, Vogt, Fess, Martin, and Terry. Nay: None. Mayor Fess then declared Ordinance No 14-15 adopted.

**ORD. NO. 15-15** (3rd Reading)

An Ordinance amending Ordinance No. 33-66, relating to the Municipal Income Tax

Cindy Holtzapple, Finance Director/Assistant City Manager, provided the Staff Report.

This is the third reading of Ordinance No. 15-15. With the passage of HB5 in December 2014, and the required creation of a new income tax Chapter 38, there is a need to update the ordinance to keep in conformity with the new tax code beginning January 1, 2016.

Moved by Commissioner Terry, seconded by Commissioner Wilson, that Ordinance No. 15-15 be adopted. Roll call, Aye: Vogt, Fess, Martin, Terry, and Wilson. Nay: None. Mayor Fess then declared Ordinance No 15-15 adopted.

**ORD. NO. 16-15** (3rd Reading)

An Ordinance to make appropriations for the City of Piqua, Ohio for the year 2016

Cindy Holtzapple, Finance Director/Assistant City Manager, provided the Staff Report.

Ms. Holtzapple stated this is the third reading of Ordinance No. 16-15. Each year the City is required to present and pass the 2016 Annual Budget by the end of the year. This is the second of three readings of the Ordinance. The City Commission reviewed the Department Budgets on November 19, 2015 at a public meeting.

Moved by Commissioner Martin, seconded by Commissioner Vogt, that Ordinance No. 16-15 be adopted. Roll call, Aye: Fess, Martin, Terry, Wilson, and Vogt. Nay: None. Mayor Fess then declared Ordinance No 16-15 adopted.

**ORD. NO. 17-15** (3rd Reading)

An Ordinance to vacate a portion of Public Right-of-Way

Justin Sommer, Economic Development Director/Assistant City Manager provided the Staff Report.

This is the third reading of Ordinance No 17-15. The applicant is requesting to vacate a platted portion of an alley right of way between Main Street and Wayne Street. The subject right of way is not currently being use for public purposes. The Planning Commission held the Public Hearing on November 10, with a few of the neighbors in attendance, all were in favor of vacating the right of way, stated Mr. Sommer.

Moved by Commissioner Terry, seconded by Commissioner Wilson, that Ordinance No. 17-15 be adopted. Roll call, Aye: Martin, Terry, Wilson, Vogt, and Fess. Nay: None. Mayor Fess then declared Ordinance No 17-15 adopted.

**ORD. NO. 18-15 (2nd Reading)**

An Ordinance Creating Chapter 38 of the Codified Ordinances of the City of Piqua Regarding Municipal Income Tax

Cindy Holtzapple, Finance Director/Assistant City Manager, provided the Staff Report.

With the passage of HB5 in December of 2014 an ordinance is required to create a new income tax Chapter 38 beginning January 1, 2016. The major changes are the requirement of a Net Operating Loss (NOL) Carryforward, which will be phased in effective with taxable years after January 1, 2017, the causal entrant rule will go from 12-20 days, penalty and interest charge are uniform, and the minimum collection/refund amount goes from \$5.00 to \$10.00. Other minor changes were already incorporated into our current ordinance, stated Ms. Holtzapple.

Moved by Commissioner Vogt, seconded by Commissioner Terry, that the rule requiring Ordinance No. 18-15 be read fully and distinctly on three separate days be suspended. Roll call, Aye: Terry, Wilson, Vogt, Fess, and Martin. Nay: None. Motion carried unanimously.

Moved by Commissioner Terry, seconded by Commissioner Martin, that Ordinance No. 18-15 be adopted. Roll call, Aye: Martin, Terry, Wilson, Vogt, and Fess. Nay: None. Mayor Fess then declared Ordinance No 12-15 adopted.

**NEW BUSINESS**

**ORD. NO. 19-15 (1<sup>st</sup> Reading)**

An Emergency Ordinance to make Appropriations for the City of Piqua, Ohio for the year 2015

Moved by Commissioner Vogt, seconded by Commissioner Martin, that the rule requiring Ordinance No. 19-15 be read fully and distinctly on three separate days be suspended. Roll call, Aye: Fess, Vogt, Terry, Martin, and Wilson. Nay: None. Motion carried unanimously.

Moved by Commissioner Martin, seconded by Commissioner Terry, that Ordinance No. 19-15 be adopted. Roll call, Aye: Wilson, Vogt, Terry, Martin, and Fess. Nay: None. Mayor Fess then declared Ordinance No 19-15 adopted.

**RES. NO. R-155-15**

A Resolution authorizing transfers of cash from the General Fund to the other funds for the Fiscal year 2015

Cynthia Holtzapple, Finance Director/Assistant City Manager provided the Staff Report.

The Auditor of State Ohio Compliance Supplement requires that transfers require a resolution authorizing the transfers. This is the required Resolution to make the transfer of funds from the Originating Funds to the respective Funds, and not to exceed the Appropriation Ordinance 17-14.

Moved by Commissioner Wilson, seconded by Commissioner Terry, that Resolution No. R-155-15 be adopted. Roll call, Aye: Martin, Terry, Fess, Wilson, and Vogt. Nay: None. Motion carried unanimously. Mayor Fess then declared Resolution No. R-155-15 adopted.

**RES. No. R-156-15**

A Resolution authorizing transfers of cash from the General Fund to the other funds for the Fiscal year 2016

Cynthia Holtzapple, Finance Director/Assistant City Manager provided the Staff Report.

The Auditor of State Ohio Compliance Supplement requires that transfers require a resolution authorizing the transfers. This is the required Resolution to make the transfer of funds from the Originating Funds to the respective Funds, and not to exceed the Appropriation Ordinance 16-15.

Moved by Commissioner Terry, seconded by Commissioner Wilson, that Resolution No. R-156-15 be adopted. Roll call, Aye: Terry, Fess, Wilson, Vogt, and Martin. Nay: None. Motion carried unanimously. Mayor Fess then declared Resolution No. R-156-15 adopted.

**Res. No. R-157-15**

A Resolution acquiring the services of American Electric Power to provide Professional Development Training for personnel of the Power System for 2016

Ed Krieger, Power System Director provided the Staff Report.

The Electrical Lineman that construct, maintain and operate Piqua's electric grid have an extremely dangerous job. It is essential to provide the proper equipment and training which will allow the lineman to perform their duties safely and effectively. In order to become a qualified lineman, the power system has a federally approved four-year apprenticeship program. The City of Piqua currently has five apprentices, and total training cost to send all five apprentices to AEP's Line Training in 2016 will be \$27,000, stated Mr. Krieger.

Commissioners asked several questions. Mr. Krieger provided additional information.

City Manager Huff stated he speaks to the quality of the Electric Lineman the City of Piqua has.

Moved by Commissioner Wilson, seconded by Commissioner Martin, that Resolution No. R-157-15 be adopted. Roll call, Aye: Fess, Wilson, Vogt, Martin, and Terry. Nay: None. Motion carried unanimously. Mayor Fess then declared Resolution No. R-157-15 adopted.

**RES. NO. R-158-15**

A Resolution authorizing the City Manager to apply for City Membership to American Municipal Power, Inc.

Ed Krieger, Power System Director provided the Staff Report.

AMP has been Piqua's power supplier since 2007, and Piqua is currently a governing member of the AMP Board of Trustees. Section 30.01 of the Piqua Code requires Commission approval to join trade organizations with annual membership dues in excess of \$25,000. The Energy Board unanimously recommended continuation of its membership in the American Municipal Power for 2016. The annual dues of \$75,000 are included in the Power System Budget for 2016, stated Mr. Krieger.

Moved by Commissioner Terry, seconded by Commissioner Martin, that Resolution No. R-158-15 be adopted. Roll call, Aye: Wilson, Vogt, Martin, Terry, and Fess. Nay: None. Motion carried unanimously. Mayor Fess then declared Resolution No. R-158-15 adopted.

**RES. NO. 159-15**

A Resolution retaining the services of Cooperative response Center, Inc. to provide professional customer call answering and dispatch services for the Power System

Ed Krieger, Power System Director provided the Staff Report.

In March of 2007 the Power System began using the Cooperative Response Center (CRC) headquartered in Austin, Minnesota to provide after-hours call answering and dispatch services. To date, the Power System has been totally satisfied with the level of service provided by CRC, as well as the cost to provide the services, stated Mr. Krieger.

Commissioners asked several questions, Mr. Krieger answered all questions.

Moved by Commissioner Terry, seconded by Commissioner Martin, that Resolution No. R-159-15 be adopted. Roll call, Aye: Vogt, Martin, Terry, Fess, and Wilson. Nay: None. Motion carried unanimously. Mayor Fess then declared Resolution No. R-159-15 adopted.

**RES. NO. R-160-15**

A Resolution authorizing the City Purchasing Agent to purchase #2 fuel oil on the open and spot market

Ed Krieger, Power System Director provided the Staff Report.

The Power System purchases #2 fuel oil at various times during the year, depending on how often the combustion turbine generators are operated. In previous years these purchases have been made by obtaining quotes from various suppliers prior to placing an order. The quantity and timing of fuel burned annually fluctuates which makes it impractical to obtain an annual fixed cost for this commodity. Currently there are three suppliers of fuel oil the Power System would like to purchase from and they include: Earhart Petroleum, Troy, Ohio; Schafer Oil Co., Fort Loramie, Ohio; Burke Petroleum, Minster, Ohio.

Commissioners asked several questions regarding the cost of the #2 fuel oil, and if customers would get a break when the fuel oil prices are down. All questions were answered by Mr. Krieger.

Move by Commissioner Vogt, seconded by Commissioner Martin, that Resolution No. R-160-15 be adopted. Roll call, Aye: Martin, Terry, Fess, Wilson, and Vogt. Nay: None. Motion carried unanimously. Mayor Fess then declared Resolution No. R-160-15 adopted.

**RES. NO. R-161-15**

A Resolution retaining the services of Sawvel and Associates to provide Professional Consulting and Engineering Services for the Power System

Ed Krieger, Power System Director provided the Staff Report.

Sawvel and Associates is an independent consulting and engineering firm located in Findley, Ohio. For over twenty years, Sawvel has provided the Piqua Power System with cost-of-service and rate design, advised the city on electric power supply and transmission arrangements, and made recommendations concerning Piqua's potential participation in AMP joint-venture generating projects. I would consider Sawvel employees to be an extension of the Power System staff, stated Mr. Krieger.

Move by Commissioner Terry, seconded by Commissioner Wilson, that Resolution No. R-161-15 be adopted. Roll call, Aye: Terry, Fess, Wilson, Vogt, and Martin. Nay: None. Motion carried unanimously. Mayor Fess then declared Resolution No. R-161-15 adopted.

**RES. NO. R-162-15**

A Resolution authorizing a purchase order to Nelson Tree Service, Incorporated for electric power line clearance

Ed Krieger, Power System Director provided the Staff Report.

The Piqua Power System intends to contract one aerial tree-trimming crew in 2016 and four bids were received on November 17, 2015. Nelson Tree Services is recommended for award as the lowest responsive bid. Nelson has provided this service to the City of Piqua for the last ten years and their service has been exceptional, stated Mr. Krieger.

Move by Commissioner Martin, seconded by Commissioner Vogt, that Resolution No. R-162-15 be adopted. Roll call, Aye: Fess, Wilson, Vogt, Martin, and Terry. Nay: None. Motion carried unanimously. Mayor Fess then declared Resolution No. R-162-15 adopted.

**RES. NO. R-163-15**

A Resolution acquiring Power System Engineering, Inc. to provide professional services to the City

Ed Krieger, Power System Director provided the Staff Report.

AMI is a project where it is extremely important for both the water and electric departments to work together to deploy a common platform. The water department was recently awarded a grant to replace old water meters with new AMI equipped meters. All work must be completed by August 2017 with bid specifications developed in early July 2016, stated Mr. Krieger.

Commissioners asked several questions. Mr. Krieger provided additional information.

Move by Commissioner Wilson, seconded by Commissioner Terry, that Resolution No. R-163-15 be adopted. Roll call, Aye: Terry, Fess, Wilson, Vogt, and Martin. Nay: None. Motion carried unanimously. Mayor Fess then declared Resolution No. R-163-15 adopted.

**RES. NO. R-164-15**

A Resolution amending the total payment to Sulzer Turbo Services for the required repairs to #9 gas turbine

Ed Krieger, Power System Director provided the Staff Report.

The Power System owns and operates two combustion gas turbines, #8GT and #9GT. In 2012, Piqua completed control replacements on both #8GT and #9GT which included repairing the rotor due to a catastrophic failure. Sulzer Turbo Services successfully completed rotor repairs to #8GT in 2012, and since that time the unit has operated admirably in severe winter and summer weather conditions.

#9GT will be 50 years old in 2016 and has never received an overhaul or a complete inspection which includes opening the main thermal block. As a result, the City has been unable to obtain insurance coverage for #8 & #9 GT. After the required repairs are completed at Sulzer's Texas Shop, Sulzer will transport the "like-new" #9GT thermal block to Piqua for reassembly.

Commissioners asked several questions regarding the repairs and the insurance situation.

Mr. Krieger and Law Director Stacy Wall explained.

Move by Commissioner Terry, seconded by Commissioner Wilson, that Resolution No. R-164-15 be adopted. Roll call, Aye: Vogt, Terry, Fess, Wilson, and Martin. Nay: None. Motion carried unanimously. Mayor Fess then declared Resolution No. R-164-15 adopted.

**RES. NO. R-165-15**

A Resolution requesting authorization to enter into an agreement with EMH & T for Engineering Design Services

Amy Havenar, City Engineer provided the Staff Report.

In 2014 the City of Piqua received \$1.06 million from the Miami Valley Regional Planning Commission for the Garbry Road/Looney Road Intersection Improvements Project. The proposed design at this intersection will include the construction of a roundabout. The project will be designed utilizing the land use goals and economic development plans for this area to ensure we capture and can accommodate the future growth proposed for this area, stated Ms. Havenar. By putting the infrastructure design in place, the City will be in a strong position to market this corridor to prospective developers to ultimately expand the tax base and create new jobs for this area.

The City of Piqua has secured a CMAQ grant from the Federal Highway Administration in the amount of \$1,062,013 for the construction of the project. EMH&T is a highly qualified consultant in the region for roadway/roundabout design and have successfully completed over 38 roundabout studies/designs in Ohio, stated Ms. Havenar.

Commissioners asked several question regarding the costs, the size, possible additional grant money, and how long will it take to complete.

Ed Kagle, Engineer from EMH&T came forward answered questions and provided additional information regarding the proposed roundabout project.

Ms. Havenar and City Manager Huff also answered questions and provided answers and additional information.

### **Public Comments**

Valerie Mullikin, came forward and expressed her concerns about the installation of a roundabout at the intersection of Looney Road/Garbry Road at this time.

City Manager Huff provided additional information regarding the reason for the installation of the roundabout at this time at Looney Road/Garbry Road.

Move by Commissioner Vogt, seconded by Commissioner Martin, that Resolution No. R-165-15 be adopted. Roll call, Aye: Martin, Terry, Fess, and Vogt. Nay: Wilson. Motion carried 4-1 in favor of Resolution No. R-1-65-15. Mayor Fess then declared Resolution No. R-165-15 adopted on a 4-1 vote.

### **RES. NO. R-166-15**

A Resolution authorizing preliminary legislation with the Ohio Department of Transportation (ODOT) for the programming of an intersection improvement project in the City of Piqua

Amy Havenar, City Engineer provided the Staff Report.

In March of 2014, the City was notified of the award of a Congestion Mitigation Air Quality (CMAQ) grant from the Miami Valley Regional Planning Commission. This grant is for the intersection improvements at Garbry Road and Looney Road. As with all projects receiving federal funds, the city is required to program the project with ODOT in order to begin moving forward with the design, stated Ms. Havenar. Resolution No. R-166-15 is the request to move forward with the design.

Move by Commissioner Terry, seconded by Commissioner Wilson, that Resolution No. R-166-15 be adopted. Roll call, Aye: Terry, Fess, Vogt, and Martin. Nay: Wilson. Motion carried unanimously. Mayor Fess then declared Resolution No. R-166-15 adopted on a 4-1 vote.

### **RES. NO. R-167-15**

A Resolution authorizing purchase orders to Chemical Services, Inc. Mississippi Lime Company, F2 Industries, Air Products & Chemicals, Water Solutions Unlimited, and the City of Dayton for the 2016 purchase of various water treatment chemicals.

Bob Jennings, Assistant Water Plant Superintendent provided the Staff Report.

Each year the city budgets for chemical as a necessary commodity for the normal operation of the Water Treatment Plant. These purchases allow the community to continue to enjoy safe drinking water. The EPA has stringent regulations and the city must purchase these chemicals in order to meet and exceed their standards, stated Mr. Jennings. The Piqua Water Department staff has done an excellent job of providing safe drinking water to the public over the years. Resolution No. R-167-15 will allow the City to continue with the normal process of ordering chemicals as needed throughout the year.

Commissioners asked questions regarding the cost of the chemicals, if they had gone up or down in price. Mr. Jennings answered all questions.

Move by Commissioner Martin, seconded by Commissioner Vogt, that Resolution No. R-167-15 be adopted. Roll call, Aye: Fess, Wilson, Vogt, Martin, and Terry. Nay: None. Motion carried unanimously. Mayor Fess then declared Resolution No. R-167-15 adopted.

**RES. NO. R-168-15**

A Resolution awarding a contract to Pohikat Inc., in the amount not to exceed \$150,000 annually for removal and disposal of Lime Residual from the City of Piqua Water Plant Lime Lagoon for 2016-2018

Bob Jennings, Assistant Water Plant Superintendent provided the Staff Report.

Bid #1532 was opened on August 31, 2015 for the removal of residuals from the lime lagoon. Seven companies were sent the bid proposal with Pohikat Inc. being the only company to bid on the project. Pohikat Inc. has successfully provided this type of service for the last nine years. This service is necessary to keep the lagoon from getting to full and overflowing, stated Mr. Jennings.

Move by Commissioner Terry, seconded by Commissioner Wilson, that Resolution No. R-168-15 be adopted. Roll call, Aye: Wilson, Vogt, Martin, Terry, and Fess. Nay: None. Motion carried unanimously. Mayor Fess then declared Resolution No. R-168-15 adopted.

**RES. NO. R-169-15**

A Resolution authorizing the City Manager to enter into a Business First! Intergovernmental Cooperation Agreement with Montgomery County and member jurisdictions

Justin Sommer, Economic Development Director/City Manager provided the Staff Report.

The Member Jurisdiction desires to participate in a region-wide Economic Development initiative called the "Business First! Program". The mission of the program is to support growth and retention of local business by identifying their needs and providing information to satisfy those needs. The Program will provide benefits to all Member Jurisdictions and the Regional Resource Partners, explained Mr. Sommer.

Move by Commissioner Wilson, seconded by Commissioner Terry, that Resolution No. R-169-15 be adopted. Roll call, Aye: Vogt, Martin, Terry, Fess, Wilson, and Vogt. Nay: None. Motion carried unanimously. Mayor Fess then declared Resolution No. R-169-15 adopted.

**RES. NO. R-170-15**

A Resolution supporting the Fiscal Year 2016 United States Environmental Protection Agency Brownfields Cleanup Grant Program application

Justin Sommer, Economic Development Director/Assistant City Manager provided the Staff Report.

The City of Piqua is requesting a \$200,000 FY 2016 US EPA Brownfields Cleanup Grant to fund the asbestos abatement at the former Mo's Lounge property that is owned by the City of Piqua and located at 111 S. Main Street in Piqua. This property is a catalytic property in the Downtown Riverfront District Development Initiative. A Phase II Environmental Assessment was completed using US EPA Brownfields Assessment Grant Funds on the Former Mo's Lounge in November of 2015. The assessment identified \$268,700 worth of asbestos that needs to be abated before a potential developer can occupy the building, stated Mr. Sommer.

Once the asbestos has been abated the Former Mo's Lounge building will be a more favorable property for a potential developer to purchase. This property has been vacant for over 10 years and as a result the City has suffered from the lack of economic benefits that unique property could provide. The redevelopment of the Former Mo's Lounge will have a huge regional economic impact in the Miami Valley.

The US EPA Brownfields Cleanup Grant Application is due December 18, 2015 and the City will be notified within 15 calendar days if they will pass or fail the US EPA Threshold Eligibility Review, stated Mr. Sommer. If the application passes then it will be evaluated by national evaluation panels chosen for their expertise in the range of activities associated with brownfields cleanup. The City will be notified in the spring of 2016 if the application is funded. The asbestos abatement will take place the first of 2017 or potentially sooner if the grant agreement is received prior to September 2016.

Commissioners asked several questions, Mr. Sommer answered all questions.

Move by Commissioner Martin, seconded by Commissioner Vogt, that Resolution No. R-170-15 be adopted. Roll call, Aye: Martin, Terry, Fess, Wilson, and Vogt. Nay: None. Motion carried unanimously. Mayor Fess then declared Resolution No. R-170-15 adopted.

### **PUBLIC COMMENT**

Steve Mullikin, came forward and thanked Mayor Fess for her years of service to the City of Piqua.

Mr. Mullikin announced the VFW and the American Legion will be holding a combined remembrance event on February 6<sup>th</sup>, 2016 at the VFW in Piqua from 1:00 – 5:00 P.M. This is the 50<sup>th</sup> Anniversary of the Vietnam War, and the 25<sup>th</sup> Anniversary of Desert Storm. This event is being held to honor all veterans of both wars and is open to the public. Mr. Mullikin stated they are looking for any memorabilia that anyone would like to share. Items can be dropped off at the American Legion or at VFW and are just on loan, the items will be returned.

Mayor Fess stated she knows the City will be happy to be a part of this.

### **City Manager's Report**

City Manager Huff stated it is only appropriate that he has a few comments related to Lucy's tenure as Mayor. Mr. Huff stated he is very appreciative and very thankful he had the opportunity to work with her. One of the most memorable things that he remembers is during the interview process when talking with Lucy was her love and dedication for the City. It came across very clearly that she had a tremendous desire to improve the community, and he was very impressed.

Mayor Fess thanked City Manager Huff stating if she had any small part in bringing him to Piqua, I am very grateful for that as he has done an outstanding job over these four years.

### **Commissioners Comments**

Commissioner Wilson stated he attended a Christmas Concert with the Lima Symphony on Sunday December 13th presented by the Friends of the Piqua Library.

Commissioner Wilson stated we are definitely going to miss Lucy. Commissioner Wilson stated he remembers he started working with Lucy in the early 1990's and in 2010 started working together again. Maybe in 2030 we will have to come back and do it again, stated Commissioner Wilson.

Mayor Fess stated she appreciates it very much, further stating we have been hanging around here for a while.

Commissioner Terry stated we will miss you, thank you for your service. We wish you well in your retirement. You have been great to work with for the time I have been sitting on the commission. Commissioner Terry wished everyone a very Merry Christmas and a Happy New Year.

Commissioner Martin wished everyone a Merry Christmas and a Happy New Year.

Commissioner Martin told Mayor Fess to have a wonderful retirement, and that it has been an honor to work with her.

Commissioner Vogt thanked Mayor Fess for her service, further stating it has been an honor to work with her over the years.

Commissioner Vogt wished everyone a Merry Christmas and A Happy New Year.

Mayor Fess stated it has been a whirlwind of emotions since 5:00 P.M. when the Reception began and thanked all who stopped by wish her well. This is my last Commission Meeting and I want to thank everyone for their support.

Mayor Fess stated first she wanted to thank the citizens of Piqua for supporting her over the years.

Mayor Fess thanked former City Manager's Frank J. Patrizio, Fred Enderle, and current City Manager Gary Huff for their patience, professionalism, and dedication over the years.

Mayor Fess also thanked her fellow Commissioners, John Martin, Judy Terry, Joe Wilson, and Bill Vogt, stating it has been a pleasure working with you and wishes you much success in the near future.

Mayor Fess also thanked all of the City Staff for their help and support over the years, they are the most dedicated group of people and I thank each and every one of you.

Mayor Fess thanked Clerk of Commission Becky Cool stating her efforts often go unnoticed because of her unassuming demeanor. Further stating she has always been there whenever there was a need, and she goes well beyond her job description to make sure the Commission runs smoothly. Thank you to her husband, Steve Cool who is working in the back room broadcasting the commission meeting over the airwaves each week. They both show their love for Piqua in the outstanding jobs they do.

Mayor Fess thanked her dear friends for supporting her unconditionally, further stating you know who you are, and thanked them for always being there to support her. In particular she wanted to thank her dear friends Cliff & Joyce Alexander. Whenever the City had a need they could not support she would pick up the phone and call them. The Alexanders helped support the Ft. Piqua Plaza Project, purchase playground equipment, helped to get the Renew Piqua Program off the ground, and even providing the "red convertible" the Mayor rode in for parades.

Mayor Fess thanked her family as they were here biggest supporters.

Mayor Fess stated God Bless the City of Piqua, Merry Christmas and Happy New Year to all.

This was Mayor Fess's last City Commission Meeting as her term will come to an end on December 31, 2015.

Moved by Commissioner Vogt, seconded by Commissioner Martin, to adjourn at 9:00 P.M. Voice vote, Aye: Wilson, Martin, Fess, Vogt, and Terry. Nay: None.

\_\_\_\_\_  
LUCINDA L. FESS, MAYOR

PASSED: \_\_\_\_\_

ATTEST: \_\_\_\_\_

REBECCA J. COOL  
CLERK OF COMMISSION

**RESOLUTION NO. R-3-16**

**A RESOLUTION ACCEPTING THE RESIGNATION  
OF A MEMBER OF THE PARK BOARD**

WHEREAS, Kathryn (Kazy) B. Hinds, Park Board member for the City of Piqua has submitted her letter of resignation effective December 31, 2015.

NOW, THEREFORE BE IT RESOLVED, by Piqua City Commission, we hereby accept the resignation of Kathryn (Kazy) B. Hinds, Park Board member for the City of Piqua, and hereby thanks her for her service.

\_\_\_\_\_  
KATHRYN B. HINDS, MAYOR

PASSED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
REBECCA J. COOL  
CLERK OF COMMISSION

RESOLUTION NO. R-4-16

A RESOLUTION APPOINTING A MEMBER  
TO THE GROW PIQUA NOW BOARD

NOW, THEREFORE, BE IT RESOLVED by the Commission of the City of Piqua, Miami County, Ohio, the majority of all members elected thereto concurring, that:

SEC. 1: Kathryn B. Hinds is hereby appointed to fill the unexpired term of Lucinda L. Fess as a member of the Grow Piqua Now Board with a term to expire on December 31, 2017 or until her successor is confirmed and qualified;

SEC. 2: This Resolution shall take effect and be in force from and after the earliest period allowed by law.

\_\_\_\_\_  
KATHRYN B. HINDS, MAYOR

PASSED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
REBECCA J. COOL  
CLERK OF COMMISSION

**RESOLUTION NO. R-5-16**

**A RESOLUTION AUTHORIZING THE CITY  
PURCHASING ANALYST TO ADVERTISE  
FOR BIDS TO MAKE CERTAIN PURCHASES  
DURING THE 2016 YEAR**

WHEREAS, the present operations of the City require the purchase of various items and materials during the 2016 year as listed in Exhibit "A" appended hereto; and

WHEREAS, Section 34.19 of the Piqua Code or as the City Ordinance may require the advertisement for sealed, written bids be published at least twice in the Piqua Daily Call;

NOW, THEREFORE, BE IT RESOLVED by the Commission of the City of Piqua, Miami County, Ohio, the majority of all members elected thereto concurring, that:

SEC. 1: The City Purchasing Analyst is authorized to cause the publication of advertisement for bids on said items and materials listed in Exhibit "A", the exact specifications of which are on file and available from the office of the City Purchasing Analyst;

SEC. 2: This Resolution shall take effect and be in force from and after the earliest period allowed by law.

\_\_\_\_\_  
KATHRYN B. HINDS, MAYOR

PASSED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
REBECCA J. COOL  
CLERK OF COMMISSION



# Commission Agenda Staff Report

<b>MEETING DATE</b>	January 5, 2016		
<b>REPORT TITLE</b>	A RESOLUTION AUTHORIZING THE CITY PURCHASING ANALYST TO ADVERTISE FOR BIDS TO MAKE CERTAIN PURCHASES DURING THE 2016 YEAR		
<b>SUBMITTED BY</b>	Name & Title: Beverly M. Yount, CPPB, Purchasing Analyst		
	Department: Purchasing & Finance		
<b>AGENDA CLASSIFICATION</b>	<input type="checkbox"/> Consent	<input type="checkbox"/> Ordinance	<input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Regular
<b>APPROVALS/REVIEWS</b>	<input checked="" type="checkbox"/> City Manager		<input checked="" type="checkbox"/> Asst. City Manager/Finance
	<input type="checkbox"/> Asst. City Manager/Development		<input type="checkbox"/> Law Director
	<input checked="" type="checkbox"/> Department Director;		<input type="checkbox"/> Other:
<b>BACKGROUND</b>	We are required to advertise for bids for any capital or operational purchases the City makes that are over \$25,000 in a newspaper of local circulation. Therefore, we use the Piqua Daily Call for this purpose. Exhibit "A" is a list of items that are compiled from the 2016 Budget Book. At the first Commission meeting each year, we ask for Commission approval for the Purchasing Analyst to be authorized to fulfill this commitment.		
<b>BUDGETING AND FINANCIAL IMPACT</b>	Budgeted \$:	Each Department budgets their own advertising dollars	
	Expenditure \$:	Varies depending on bids actually done throughout the year	
	Source of Funds:	Department budget/City funds	
	<b>Narrative:</b>	The cost of the advertising is an estimate until we know how long the ad will be, which days it will run and which projects will move forward.	
<b>OPTIONS</b>	1.	Give approval to run advertising for city departments as needed	
	2.	Do not approve and cause the departments to be in violation of the City Charter.	
<b>PROJECT TIMELINE</b>	Pass the first Commission meeting of the year to allow the Purchasing Analyst to fill departmental needs throughout the year.		
<b>STAFF RECOMMENDATION</b>	I recommend passage of this Resolution. We have always obtained Commission approval for this bid advertising authorization each year.		
<b>ATTACHMENTS</b>	Exhibit "A" shows a listing of the anticipated bid items for 2016.		

**EXHIBIT "A"**  
**2016 Commodity/Bid Items**

<b>Department</b>	<b>Description</b>	<b>Bid</b>
Various	Refuse Disposal	Piqua
	Excess Utility Insurance	Piqua
	Fuel Purchasing Program	Piqua
Economic Development	Environmental Assessments – any Phase	Piqua
	Demolition of Houses	Piqua/State
Health	Demolition of houses, etc.	Piqua
	Home repairs	Piqua
Parks	Refurbish tennis courts at Pitsenbarger	State/Piqua
Street	Road salt	SWOP4G
	Resurfacing/Asphalt & Full Depth Reclamation	State/Piqua
	Asphalt Milling	State/Piqua
	Overhaul two Dump Trucks	State/Piqua
	Rental of Tub Grinder and Screener	State/Piqua
	Front End Loader	State/Piqua
	Wayfinding Signage	State/Piqua
Street Income Tax	Street Resurfacing & ADA Compliance	Piqua
	Commercial St. Corridor Bike Route	Piqua
	N. Main St. Streetscape	Piqua
	Garbry/Looney Rd. Intersection Improvements	Piqua
	SR 185 Resurfacing & ADA Compliance	Piqua
Fire	Replace Defibrillators	State/Piqua
Police	Cruiser Replacements and related upfitting	State/Piqua
	Wireless Access Points	State/Piqua
	Remodel of Training & Fitness Center	State/Piqua
Power	10 Ton Forklift	Piqua/State
	Poles, Transformers & Conduit	State/Piqua
	#9 Gas Turbine Repair	State/Piqua
	60' Bucket Truck	State/Piqua
	Automatic meter infrastructure & Field area network	Piqua/State
	Paint the Dam at the power plant	Piqua
	Replace small SUV	State
	Roof repair	Piqua



**RESOLUTION NO. R-6-16**

**A RESOLUTION AUTHORIZING A PURCHASE ORDER TO MIAMI VALLEY RISK MANAGEMENT ASSOCIATION FOR PURCHASE OF INSURANCE**

WHEREAS, on January 22, 2002, the Commission passed Resolution No. R-16-02 awarding a contract to Miami Valley Risk Management Association, Inc. for the purpose of entering into a risk management pool for property and liability insurance; and

WHEREAS, it is a desire of the City of Piqua to continue participation in the risk management pool in calendar year 2016 through the Miami Valley Risk Management Association.

NOW THEREFORE, BE IT RESOLVED by the Commission of the City of Piqua, Miami County, Ohio, the majority of all members elected thereto concurring, that:

SEC. 1. A purchase order is hereby authorized not to exceed \$312,389 to Miami Valley Risk Management Association for property and liability insurance for the calendar year 2016.

SEC. 2. The Finance Director is authorized to draw her warrant on the appropriate account in an amount not to exceed \$312,389 for said services.

SEC. 3. The Finance Director certifies that said funds are available.

SEC. 4. This Resolution shall take effect and be in force from the earliest period allowed by law.

\_\_\_\_\_  
KATHRYN B. HINDS, MAYOR

PASSED: \_\_\_\_\_

ATTEST: \_\_\_\_\_

REBECCA J. COOL  
CITY COMMISSION CLERK



# Commission Agenda Staff Report

<b>MEETING DATE</b>	December 22, 2015		
<b>REPORT TITLE</b> (Should match resolution/ordinance title)	<b>A RESOLUTION AUTHORIZING A PURCHASE ORDER TO MIAMI VALLEY RISK MANAGEMENT ASSOCIATION FOR PURCHASE OF INSURANCE</b>		
<b>SUBMITTED BY</b>	Name & Title: Stacy Wall, Law Director		
	Department: Law		
<b>AGENDA CLASSIFICATION</b>	<input type="checkbox"/> Consent	<input type="checkbox"/> Ordinance	<input checked="" type="checkbox"/> Resolution
<b>APPROVALS/REVIEWS</b>	<input type="checkbox"/> City Manager		<input type="checkbox"/> Asst. City Manager/Finance
	<input type="checkbox"/> Asst. City Manager/Development		<input checked="" type="checkbox"/> Law Director
	<input type="checkbox"/> Department Director;		<input type="checkbox"/> Other:
<b>BACKGROUND</b> (Includes description, background, and justification)	<p>The City has been a member of MVRMA since 2002. It is a risk liability pool consisting of 20 members. The City's premium is based on our claim history, calculated by a formula. The pool then shares the risks of the other members. I sit on the Board of Directors that meets quarterly and approves claims and other coverage matters as well as the budget. Unlike any other typical insurance, when a loss year is closed, the City receives back its prorated share of the remaining funds for the year. The City has realized an economic benefit in its investment with many loss years being closed out. This year's premium has decreased from \$342,528 in 2015 and from \$362,959 in 2014 to \$312,389.</p>		
<b>BUDGETING AND FINANCIAL IMPACT</b> (Includes project costs and funding sources)	Budgeted \$:	\$312,389	
	Expenditure \$:	\$312,389	
	Source of Funds:		
	<b>Narrative:</b>		
<b>OPTIONS</b> (Include Deny /Approval Option)	1.	Adopt the Resolution.	
	2.	There is no option to reject the resolution as by being a member of MVRMA, Piqua would have to provide a notice period of discontinuing its membership prior to the calendar year. Any discontinuance of membership would require about one year's notice so other coverage could be investigated. Discontinuance of membership in MVRMA also forfeits all return on its investment when a loss year is closed.	
	3.		
	4.		
<b>PROJECT TIMELINE</b>	Coverage runs January 1, 2016 through December 31, 2016.		
<b>STAFF RECOMMENDATION</b>	Approve the Resolution. The benefits the City receives from MVRMA is		

	invaluable as well as not comparable to any other coverage.
<b>ATTACHMENTS</b>	

**RESOLUTION NO. R-7-16**

**A RESOLUTION REQUESTING AUTHORIZATION  
FOR THE PURCHASE OF A NEW ONE TON  
TRUCK WITH DUMP BED AND SNOWPLOW FOR  
THE WATER DEPARTMENT**

WHEREAS, the City of Piqua, desires to purchase a 1 ton truck with a dump bed for the Water Department; and

WHEREAS, this truck is needed for various projects that the department performs throughout the year;

WHEREAS, Middletown Ford is low bid through State Bid pricing.

NOW, THEREFORE, BE IT RESOLVED by the Commission of the City of Piqua, Miami County, Ohio, the majority of all members elected thereto concurring, that

SEC. 1: A purchase order of \$48,591.12 is hereby authorized to Middletown Ford for the purchase of a 1 ton truck with dump bed.

SEC. 2: The Finance Director certifies that funds are available and is hereby authorized to draw her warrant from time to time on the appropriate account of the city treasury in payment according to contract terms, not exceeding a total of \$48,591.12.

SEC. 3: This Resolution shall take effect and be in force from and after the earliest period allowed by law.

KATHRYN B. HINDS, MAYOR

PASSED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
REBECCA J. COOL  
CLERK OF COMMISSION



# Commission Agenda Staff Report

<b>MEETING DATE</b>	January 5, 2016		
<b>REPORT TITLE</b> (Should match resolution/ordinance title)	A Resolution requesting authorization for the purchase of a new one ton truck with dump bed and snowplow for the Water Department.		
<b>SUBMITTED BY</b>	Name & Title: Don Freisthler, Water Plant Superintendent		
	Department: Water		
<b>AGENDA CLASSIFICATION</b>	<input type="checkbox"/> Consent	<input type="checkbox"/> Ordinance	<input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Regular
<b>APPROVALS/REVIEWS</b>	<input checked="" type="checkbox"/> City Manager		<input checked="" type="checkbox"/> Asst. City Manager/Finance
	<input type="checkbox"/> Asst. City Manager/Development		<input type="checkbox"/> Law Director
	<input checked="" type="checkbox"/> Department Director		<input type="checkbox"/> Other:
<b>BACKGROUND</b> (Includes description, background, and justification)	<p>Over the past couple of years, the Water Department has had to borrow a similar vehicle from other departments to be able to complete jobs.</p> <p>The truck is needed for multiple uses: plowing snow, towing the weed harvester, hauling debris from the hydraulic canal and levees, hauling gravel, and other various uses.</p> <p>Having this vehicle in our fleet will save us the time from having to borrow a truck from other departments and allow us more flexibility for its use. It can also be utilized in times of snow emergencies for assistance in clearing city streets.</p>		
<b>BUDGETING AND FINANCIAL IMPACT</b> (Includes project costs and funding sources)	Budgeted \$:	\$45,000	
	Expenditure \$:	\$48,591.12	
	Source of Funds:	403-000-190-1900	
	<b>Narrative</b>	Middletown Ford was awarded bid for the State Bid for this vehicle. We added the snow plow package so that the truck can be utilized to its full potential. The package was and additional \$5,325 which took us over the original budgeted amount.	
<b>OPTIONS</b> (Include Deny /Approval Option)	1.	Approve the Resolution to allow for the purchase of a new one ton truck for the Water Department.	
	2.	Do not approve the Resolution and do not purchase a new one ton truck which will require the Water Department to continue to borrow one from other departments. .	
<b>PROJECT TIMELINE</b>	Vehicle will be ordered after resolution approval. Estimated delivery is 140 days.		

<b>STAFF RECOMMENDATION</b>	Approval of the Resolution to allow for the purchase of a new one ton truck for the Water Department.
<b>ATTACHMENTS</b>	State Bid price quote from Middletown Ford. Capital Purchase Approval Form



## WATER DEPARTMENT

9300 N. State Route 66 \* Piqua, Ohio 45356  
(937) 778-2090 - FAX (937) 778-2089  
E-Mail: dfreisthler@piquaoh.org

### CAPITAL PURCHASE APPROVAL

DEPARTMENT                      Piqua Water System

ACCOUNT NUMBER                403-000-190-1900

ITEM                                F350 Four WD Dump Truck

Total Purchase price: \$48591.12

#### NEEDED (why)

This is an addition to the WTP fleet. The F350 four wheel drive dump truck will be used to tow the weed harvester. The unit will also be used for hauling debris from the hydraulic canal and levees, hauling gravel, and log removal from spillways. These uses along with others will assist our maintenance staff performing these tasks. We have added the plow package to the truck as well. The truck will take over snow plowing duties that our current 2005 truck performs. The heavier truck will be more suited for snow plowing and can be used during city wide emergencies.

ORIGINAL BUDGET AMOUNT \$45,000.00

SUPERVISOR SIGNATURE

CITY MANAGER APPROVAL

Per Attached Quote

**ALL CAPITAL ITEMS MUST BE APPROVED BY THE CITY MANAGER  
PRIOR TO PURCHASE**

Middletown Ford Fleet Department  
 1750 N. Verity Parkway  
 Middletown, OH 45042  
 (513) 420-8700  
[ashley.hillis@middletownford.com](mailto:ashley.hillis@middletownford.com)  
[darco.murphy@middletownford.com](mailto:darco.murphy@middletownford.com)

To whom it may concern,

Thank you for allowing Middletown Ford to bid on your:

Vehicle Information							Date:
Item #	Year	Make	Model	Trim	Body Style	Color	No. of Units
35AT	2016	FORD	F-350	XL	4X4 EXT CAB	BLUE JEAN	1

Buyer Information						
Name	Address	City	State	Zip Code	Phone Number	
City of Piqua	9300 NORTH STATE ROUTE 66	PIQUA	OHIO	45356	937-778-2090	

Vehicle Bid (Per Unit)			Amount Due At Inception:	
Item ID No.	Description	Selling Price	Down Payment:	
35AT	2016 F-350	\$31,840.83	Cash Deposit:	\$0.00
28861	ADDITIONAL KEY	\$289.39	Cash Down Payment:	\$0.00
28864	TOW HITCH/7-PIN PLUG/BRAKE CONTROLLER	\$700.40		
28866	ALL TERRAIN TIRES	\$145.00	Rebate(s):	
28868	BACK UP ALARM	\$110.50	N/A	\$0.00
28869	RUNNING BOARDS	\$280.00		
28870	2 YARD DUMP BODY	\$9,900.00	Trade(s):	
28872	MFG. SNOW PLOW PREP	\$175.00	Trade 1	\$0.00
28873	SNOW PLOW PKG 8.5'	\$5,150.00	Trade 2	\$0.00
	Title Fee	\$0.00	Trade 3	\$0.00
	Reg. Fee (45-Day Tag)	\$0.00	Total Net Trade(s)	
	Other Fees	\$0.00		
	Total Due	\$48,591.12	Total Credits	\$0.00

We would also like to announce that we participate in the state's Minority Business Enterprise (MBE) Program. Please see attached documents for further details. We greatly appreciate you giving Middletown Ford the opportunity to earn your business. The above quote is good for thirty days unless otherwise specified. State bids follow bid terms as specified in the state contract.

Sincerely,  
 Ashley Hillis, Fleet Manager  
 Darco Murphy, Fleet Manager

RESOLUTION NO. R-8-16

A RESOLUTION REQUESTING AUTHORIZATION TO ENTER INTO AN AGREEMENT WITH FISHBECK, THOMPSON, CARR & HUBER, INC. ENGINEERS, TO PERFORM AN ENGINEERING STUDY FOR THE WASTEWATER PUMP STATIONS REHABILITATION PROGRAM-EVALUATION AND PRELIMINARY DESIGN-PHASE 2

WHEREAS, the Ohio EPA mandate's that the City of Piqua maintain our wastewater collection system; and

WHEREAS, a majority of the cities pump stations are late 1950 to early 1960's vintage systems and are in need of upgrade to current standards; and

WHEREAS, Fishbeck, Thompson, Carr & Huber has already performed Phase I of the Evaluations and Phase 2 would finish the evaluations and bring us to a Preliminary Design stage; and

NOW, THEREFORE, BE IT RESOLVED by the Commission of the City of Piqua, Miami County, Ohio, the majority of all members elected thereto concurring, that:

SEC. 1: The City Manager is authorized to enter into a contract with Fishbeck, Thompson, Carr & Huber, Inc. to perform Professional Engineering Services for the Wastewater Pump Stations Rehabilitations Program-Evaluation and Preliminary Design Phase 2;

SEC. 2: The cost involved is not to exceed \$59,273.00 which includes a 5% contingency and will be funded by Wastewater Plant Budget 2016.

SEC. 3: The Finance Director certifies that funds are available and is hereby authorized to draw her warrants from time to time on the appropriate account of the City treasury in payment according to contract terms.

KATHRYN B. HINDS, MAYOR

PASSED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
REBECCA J. COOL  
CLERK OF COMMISSION



# Commission Agenda Staff Report

<b>MEETING DATE</b>	<b>January 5, 2016</b>		
<b>REPORT TITLE</b> (Should match resolution/ordinance title)	A resolution requesting authorization to enter into an agreement with Fishbeck, Thompson, Carr & Huber, Inc. Engineers to perform an Engineering Study for the Wastewater Pump Stations Rehabilitation Program-Phase II Evaluation and Preliminary Design		
<b>SUBMITTED BY</b>	Name & Title: Dave Davis, Wastewater Plant Supt.		
	Department: Utilities Division-Wastewater		
<b>AGENDA CLASSIFICATION</b>	<input type="checkbox"/> Consent	<input type="checkbox"/> Ordinance	<input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Regular
<b>APPROVALS/REVIEWS</b>	<input type="checkbox"/> City Manager		<input type="checkbox"/> Asst. City Manager/Finance
	<input type="checkbox"/> Asst. City Manager/Development		<input type="checkbox"/> Law Director
	<input checked="" type="checkbox"/> Department Director;		<input type="checkbox"/> Other:
<b>BACKGROUND</b> (Includes description, background, and justification)	This will continue what was started last year (2015) by finishing the evaluation and performing preliminary design of all our sewage pump stations and develop a plan that will diagram needs and improvements at those stations to ensure reliable operation for the next 30-50 years. The next phase would be Detailed Design and Construction 2017 & 2018.		
<b>BUDGETING AND FINANCIAL IMPACT</b> (Includes project costs and funding sources)	Budgeted \$:	2016 Budget- \$60,000.00	
	Expenditure \$:	Total \$56,450.00 + an approx. 5% contingency of \$2,823.00= <b>\$59,273.00</b>	
	Source of Funds:	Wastewater Annual Budget- Professional Services	
	<b>Narrative:</b>	Our Long range plan was to perform all work under the Wastewater annual budget as a phased approach We have applied for a OPWC Grant and Loan to pay for the construction, but will not know of award till later date.	
<b>OPTIONS</b> (Include Deny /Approval Option)	1.	Approve and start bringing our pumping infrastructure up to date.	
	2.	Deny and continue current replacement as breakdown happens, but would still have to address safety & code issues.	
	3.		
	4.		
<b>PROJECT TIMELINE</b>	This timeline will take the city through phase 2 of evaluations and Preliminary Design along with setting the groundwork for Detailed Design and Construction in the 2017-18 budget years.		
<b>STAFF RECOMMENDATION</b>	Approve and continue with this firm for phase 2 of the Program.		

**ATTACHMENTS**

Scope of Services.  
Cost Calculation Schedule.  
Agreement for performance of Study services.  
Phase I Summary of Evaluation



### **3.7.5 NEEDS**

- A. Immediate: The conduit at the PS needs to be properly sealed off from the wet well.
- B. Future: The PS does not have a replacement need, but provisions should be added to allow connection to a backup power source. Due to the location along the road, security should also be considered.

## **4.0 SCADA AND COMMUNICATIONS**

Currently, none of the pump stations have any Supervisory Control and Data Acquisition (SCADA) or communications capabilities. Most of the stations have a visual alarm system that consists of a red warning light to indicate when the station is not operating. It is then necessary for local residents to call the City to report that the light on the station is lit. The City is interested in the addition of some form of remote monitoring at all of the stations so that they can be monitored from their SCADA system at the Wastewater Treatment Plant as a minimum to indicate station failure.

The City has a fiber optic system and is currently evaluating radio communications utilizing antennas mounted on their elevated water storage tanks. During the Phase 2 evaluations, the options for remote monitoring will be reviewed to determine the best way to connect the pump stations to the SCADA system.

## **5.0 PRELIMINARY COST ESTIMATES**

This section provides cost estimates for the needs identified in Section 3. The estimates are planning level estimates intended for use in budgeting for future years. More concise estimates will be provided when conceptual designs are completed in the Phase 2 report along with recommended scheduling incorporated into a comprehensive plan for the City's PS improvements.

### **5.1 IMMEDIATE NEEDS – ELECTRICAL UPGRADES**

The immediate needs for the City's pump stations involve electrical upgrades to meet NFPA 820 requirements. For the pneumatic ejector pump stations at Orchard Drive, Maplewood Drive and Candlewood, it would be more cost-effective to install heated ventilation systems to achieve six air changes per hour than to replace all of the electrical equipment. This would reduce the NFPA classification from "Class I-Division 2-inch to "Unclassified". This would be an estimated cost of approximately \$25,000 per PS to install ventilation, plus ongoing operation and maintenance costs.

For the self-priming pump stations at Stratford Drive and Miami Valley Centre Mall, it would not be cost effective to replace the electrical equipment and it would also be costly to ventilate both the wet well and the pump area at twelve air changes per hour. Therefore, it is not recommended to implement near-term electrical improvements to these pump stations.

Immediate electrical improvement needs for the submersible pump stations at Eagle's Nest and Lakeridge are more minor. These conduit and seal off improvements are anticipated to cost approximately \$30,000 for Lakeridge PS and \$50,000 for Eagles Nest PS.



## 5.2 FUTURE NEEDS – PUMP STATION REPLACEMENTS

The future needs involve converting five of the City’s pump stations from either pneumatic ejector or self-priming to submersible pump stations. The estimated costs for these improvements are presented in Table 1 below. The required SCADA improvements are not known at this time; therefore, these estimates are rough placeholders.

**Table 1 – Future Needs – Pump Station Improvements Cost Estimates**

Pump Station (PS)	PS Improvements Cost Estimate	SCADA Cost Estimate	Engineering and Contingency	Total
Orchard Drive PS	\$280,000	\$50,000	\$132,000	\$462,000
Maplewood Drive PS	\$280,000	\$50,000	\$132,000	\$462,000
Candlewood PS	\$320,000	\$50,000	\$148,000	\$518,000
Stratford Drive PS	\$320,000	\$50,000	\$148,000	\$518,000
Miami Valley Centre Mall PS	\$300,000	\$50,000	\$140,000	\$490,000
Eagles Nest PS	\$50,000	\$50,000	\$40,000	\$140,000
Lakeridge PS	\$30,000	\$50,000	\$32,000	\$112,000
<b>Total</b>				<b>\$2,702,000</b>

## 6.0 SUMMARY OF EVALUATIONS

This Phase 1 Preliminary Evaluation has reviewed existing data for each of the City’s wastewater pump stations as well as physically inspected each station to assess its current condition and identify deficiencies that may affect their operation in the near future. In addition, we have reviewed site conditions and access for operations and maintenance functions. In general, the City’s pump stations are currently operating effectively, largely due to the ongoing maintenance that has been performed by the operations personnel. However, most of the stations are nearing the end of their useful lives. With the exception of the two submersible pumps stations, the remaining pump stations are likely to need replacement in the near future. The three pneumatic ejector pump stations are candidates for conversion to submersible pump stations, potentially reusing the existing in-ground structure as the wet well. The two self-priming pump stations are candidates for conversion to submersible pump stations, with the potential to eliminate the Miami Valley Centre Mall PS and installing a gravity sewer. Minor electrical improvements are required at the submersible pump stations. These issues have been described as a part of this preliminary evaluation as well as providing planning level estimates for both upgrade and replacement scenarios.

The Wastewater Pump Station Phase 2 Final Evaluation Report will go into greater detail in addressing the recommended upgrades and their associated costs as well as develop more detailed estimates for replacement alternatives. It will address standby power at each of the stations and evaluate options for SCADA and remote monitoring of the stations. Once the selected upgrades/replacements have been identified, a Business Risk Evaluation will be performed to assist in scheduling the implementation of the improvements. The following lists the tasks that will be completed in the Phase 2 evaluation:



- Evaluate standby power requirements and options.
- Evaluate SCADA needs and options.
- Perform a life cycle analysis for eliminating the Miami Valley Centre Mall PS.
- Evaluate the feasibility of consolidating Stratford Drive, Lakeridge, and Echo Lake Pump Stations.
- Prepare conceptual design layouts for selected alternatives.
- Prepare cost estimates of selected alternatives.
- Develop Business Risk Evaluation criteria for scheduling assistance.
- Prepare implementation schedule.
- ~~Perform survey for easement acquisitions~~
- Explore funding opportunities.
- Prepare Final Report.
- Present findings to City Commission.



December 3, 2015

Mr. Dave Davis  
Wastewater System Superintendent  
Piqua Wastewater Treatment Plant  
121 Bridge Street  
Piqua, OH 45356

Re: Proposal for Professional Engineering Services  
Wastewater Pump Stations Rehabilitation Program – Phase 2 Evaluation and Preliminary Design

Dear Mr. Davis:

Fishbeck, Thompson, Carr & Huber, Inc. (FTCH) is pleased to provide the City of Piqua with this proposal for professional engineering services to complete the assessment of the seven wastewater collection system pump stations and prepare a report of our findings, conclusions and recommendations for long-term planning to maintain efficient, effective pump station service throughout the City's collection system.

### Scope of Services – Phase 2 Evaluation and Preliminary Design

We will provide the following preliminary report phase engineering services to evaluate the condition of the existing sanitary sewer pump stations and provide recommendations for improvements and development of a plan to upgrade components of each pump station for future needs.

1. Evaluate Standby Power – None of the existing stations has backup power. FTCH will evaluate backup power with respect to the following criteria:
  - a. Need – We will identify the need for backup power at each of the pump stations based on factors such as acceptable down time, equipment redundancy, and power requirements.
  - b. Permanent standby power at the stations will be considered as well as a system of portable generators that can be shared by several or all of the stations and be able to respond in an acceptable time frame.
  
2. Evaluate SCADA/Communications Options – We will discuss with the City personnel what SCADA functionality they feel is required at present and what additional data may be desired in the future. The SCADA system will need to be compatible with the SCADA equipment that is being upgraded later this year as well as that which will be installed as a part of the Wastewater Treatment Plant upgrade in the near future.
  - a. Reporting needs – FTCH will discuss with the City their base needs and make suggestions as to future options that may be considered when choosing equipment.
  - b. Communication options – We will work with the City to make a determination as to what form of communication will be most suitable for each pump station. The following options will be considered at a minimum or a combination of several.
    - Fiber availability – FTCH will obtain a map of the City's existing fiber system for proximity to the existing stations,
    - Radio – The City is currently looking into a system that would make use of the existing and proposed elevated water storage tanks in their water distribution system and determine the availability at the



- pump station sites. Licensed and unlicensed radios will be considered. It is assumed that in-field path testing would be performed at a later date if radio communication is pursued.
- Other communication options – Other appropriate options will be considered including cellular where feasible.
3. Develop Business Risk Exposure for Major Pump Station Equipment – FTCH will rate each of the pump stations and their components based on several factors. These will help to assess which improvements are the most critical to the collection system's operation. It will be used in scheduling and development of an implementation plan for any recommended improvements.
    - a. Assess probability of failure – The probability of failure will be closely related to the condition assessments. It will represent the likelihood that a failure could occur potentially resulting in system backups or overflows.
    - b. Assess criticality (consequence of failure) – The criticality will be based upon several factors including the service area size and characteristic, any redundancy built into the pump station and the likely response time for the particular station.
    - c. Calculate Business Risk Exposures – The Business Risk Exposure (BRE) will be a calculated number that will be the product of the Probability of Failure and the Criticality of the component. It will provide a defensible rating system that will assist in ranking and scheduling improvement alternatives.
  4. Develop Schedule and Opinions of Probable Costs for Projected Upgrades – These tasks will be performed to provide a basis for an alternative analysis. All reasonable options will be considered including at a minimum rehabilitation and replacement and where appropriate, elimination of the pump station.
    - a. Estimate remaining useful life of major components – An estimate will be made as to the remaining useful life of each component. This will assist in scheduling rehabilitation or replacement options.
    - b. Identify upgrade/replacement costs – Opinions of Probable Costs will be developed for each option that is considered. These costs will be correlated into a series of alternative solutions that will result in the most cost effective comprehensive solution for maintain the operability of the City's eight pump stations for the foreseeable future.
    - c. Develop schedule for 20 year planning period – A schedule will be developed that will take into account the City's projected budget data as well as the priorities that will have been developed for all of the selected alternatives. The result will be a plan that will address the most urgent problems first and stay within the City's funding plan.
  5. Explore Funding Opportunities – We will explore the possibilities for any funding opportunities that may be available whether they may be in the form of grants or low interest loans. This task will begin immediately so that funding applications can be submitted when required by the various funding agencies. Actual application cannot be made until the selected improvements are determined and possibly until contract documents are prepared.
    - a. OEPA – Division of Environmental and Financial Assistance
    - b. OPWC – SCIP, etc.
    - c. Others
  6. Prepare Pump Station Preliminary Design Report – This document will summarize all of the data that has been collected, the analyses that have been performed and alternatives process that was followed. The final result will be a list of necessary upgrades, projected costs for the upgrades and a schedule for implementation. A draft copy will be produced for the City's review and comment prior to finalizing the



document. FTCH will prepare a presentation of the report for a meeting with City Council and answer any questions they may have concerning the findings and recommendations. The Plan will include the following:

- a. Existing pump station inventory
- b. Pump Station and equipment condition assessment
- c. Projected replacement needs
- d. Alternatives/Options considered
- e. Recommended upgrades
- f. Backup power
- g. SCADA/Communications
- h. Mechanical
- i. Site
- j. Other
- k. Prioritization based on BRE development
- l. Schedule and costs for replacement/upgrades

### Professional Services Fees

FTCH proposes a time and materials fee of Fifty Six Thousand Four Hundred Fifty Dollars (\$56,450) for the referenced scope of services.

Evaluate Upgrade Alternatives:	\$ 44,350
Prepare Pump Station Preliminary Design Report:	\$11,680
Expenses:	\$ 420
Total:	\$56,450

### Project Schedule

We propose to complete the Phase 1 engineering services described in the Scope of Services above within twelve (12) weeks of receiving notice to proceed. We are prepared to begin immediately upon receipt of Authorization to Proceed by the City.

### Authorization

Attached is our Professional Services Agreement. If you concur with our scope of services, please sign in the space provided and return the executed contract to the attention of Sue Berger (sberger@ftch.com). This proposal is made subject to the attached Terms and Conditions for Professional Services. Invoices will be submitted every four weeks and payment is due upon receipt.

We appreciate the opportunity to submit this proposal for professional engineering services. We trust that we have satisfactorily addressed the project needs in this proposal and look forward to working with you on this collection system improvement project. If you have any questions or require additional information, please contact me at 513.247.8562 or rcmler@ftch.com.

Mr. Dave Davis  
Page 4  
December 3, 2015



Sincerely,

FISHBECK, THOMPSON, CARR & HUBER, INC.

A handwritten signature in black ink that reads "Rich Miller".

Richard C. Miller, PE

pmb  
Attachments  
By email



# PROFESSIONAL SERVICES AGREEMENT

PROJECT NAME Piqua Wastewater Pump Stations Rehabilitation Program – Phase 2 Evaluation and Preliminary Design  
 FTCH CONTACT Richard C. Miller, PE  
 CLIENT City of Piqua, Ohio  
 CLIENT CONTACT Mr. Dave Davis  
 ADDRESS 201 West Water Street, Piqua, Oh 45356

hereby requests and authorizes Fishbeck, Thompson, Carr & Huber, Inc. (FTCH) to perform the following:

### SCOPE OF SERVICES:

Complete the evaluation of the City's seven wastewater pump stations that was initiated in Phase 1. This phase will utilize the evaluations from Phase 1 and evaluate alternative upgrades to assure the reliable operation of the pump stations for the foreseeable future. A final report will be prepared summarizing the Phase 1 findings and outlining recommended upgrades along with opinions of probable construction costs and proposed upgrade schedules based on a criticality assessment and the City's budget.

**AGREEMENT. The Agreement consists of this page and the documents that are checked:**

- Terms and Conditions for Professional Services, attached.
- Proposal dated December 3, 2015
- Other:

### METHOD OF COMPENSATION:

- Lump Sum for Defined Scope of Services
- Hourly Billing Rates plus Reimbursable Expenses
- Other:

### Budget for above Scope of Services:

Fifty Six Thousand Four Hundred Fifty Dollars (\$56,450).

### ADDITIONAL PROVISIONS (IF ANY):

None.

### APPROVED FOR:

City of Piqua, Ohio

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

CONTRACT DATE: \_\_\_\_\_

### ACCEPTED FOR:

Fishbeck, Thompson, Carr & Huber, Inc.

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

*Jeffrey J. Brown*  
Vice President

December 3, 2015



1. **METHOD OF AUTHORIZATION.** CLIENT may authorize FTCH to proceed with work either by signing a Professional Services Agreement or by issuance of an acknowledgment, confirmation, purchase order, or other communication. Regardless of the method used, these Terms and Conditions shall prevail as the basis of CLIENT's authorization to FTCH. Any CLIENT document or communication in addition to or in conflict with these Terms and Conditions is rejected.
2. **CLIENT RESPONSIBILITIES.** CLIENT shall provide all criteria and full information as to requirements for the Project and designate in writing a person with authority to act on CLIENT's behalf on all matters concerning the Project. If FTCH's services under this Agreement do not include full-time construction observation or review of Contractor's performance, CLIENT shall assume responsibility for interpretation of contract documents and for construction observation, and shall waive all claims against FTCH that may be in any way connected thereto.
3. **HOURLY BILLING RATES.** Unless stipulated otherwise, CLIENT shall compensate FTCH at hourly billing rates in effect when services are provided by FTCH employees of various classifications.
4. **REIMBURSABLE EXPENSES.** Those costs incurred on or directly for CLIENT's Project. Reimbursement shall be at FTCH's current rate for mileage for service vehicles and automobiles, special equipment, and copying, printing, and binding. Reimbursement for commercial transportation, meals, lodging, special fees, licenses, permits, insurances, etc., and outside technical or professional services shall be on the basis of actual charges plus 10 percent. *SMW 6 18 15 550 710*
5. **OPINIONS OF COST.** Any opinions of probable construction cost and/or total project cost provided by FTCH will be on a basis of experience and judgment, but since it has no control over market conditions or bidding procedures, FTCH cannot warrant that bids or ultimate construction or total project costs will not vary from such estimates.
6. **PROFESSIONAL STANDARDS; WARRANTY.** The standard of care for services performed or furnished by FTCH will be the care and skill ordinarily used by members of FTCH's profession practicing under similar circumstances at the same time and in the same locality. FTCH makes no warranties, express or implied, under this Agreement or otherwise, in connection with FTCH's services.
7. **TERMINATION.** Either CLIENT or FTCH may terminate this Agreement by giving ten days' written notice to the other party. In such event, CLIENT shall pay FTCH in full for all work previously authorized and performed prior to the effective date of termination, plus (at the discretion of FTCH) a termination charge to cover finalization work necessary to bring ongoing work to a logical conclusion. Such charge shall not exceed 30 percent of all charges previously incurred. Upon receipt of such payment, FTCH will return to CLIENT all documents and information which are the property of CLIENT.
8. **SUBCONTRACTORS.** FTCH may engage subcontractors on behalf of CLIENT to perform any portion of the services to be provided by FTCH hereunder. *SMW 6 18 15 550 710*
9. **PAYMENT TO FTCH.** Invoices will be issued every four weeks, payable upon receipt, unless otherwise agreed. Interest of 1 percent per four-week period will be payable on all amounts not paid within 28 days from date of invoice, payment thereafter to be applied first to accrued interest and then to the principal unpaid amount. Any attorney's fees or other costs incurred in collecting any delinquent amount shall be paid by CLIENT. *SMW 6 18 15 550 710*  
 CLIENT agrees to pay on a current basis, in addition to any proposal or contract fee understandings, all taxes including, but not limited to, sales taxes on services or related expenses which may be imposed on FTCH by any governmental entity, *SMW 6 18 15 550 710*  
 If CLIENT directs FTCH to invoice another, FTCH will do so, but CLIENT agrees to be ultimately responsible for FTCH's compensation until CLIENT provides FTCH with that third party's written acceptance of all terms of this Agreement and until FTCH agrees to the substitution. *SMW 6 18 15 550 710*  
 In addition to any other remedies FTCH may have, FTCH shall have the absolute right to cease performing any basic or additional services in the event payment has not been made on a current basis.
10. **HAZARDOUS WASTE.** FTCH has neither created nor contributed to the creation or existence of any hazardous, radioactive, toxic, irritant, pollutant, or otherwise dangerous substance or condition at any site, and its compensation hereunder is in no way commensurate with the potential risk of injury or loss that may be caused by exposure to such substances or conditions. FTCH shall not be responsible for any alleged contamination, whether such contamination occurred in the past, is occurring presently, or will occur in the future, and the performance of services hereunder does not imply risk-sharing on the part of FTCH.
11. **LIMITATION OF LIABILITY.** To the fullest extent permitted by law, FTCH's total liability to CLIENT for any cause or combination of causes, which arise out of claims based upon professional liability errors or omissions, whether based upon contract, warranty, negligence, strict liability, or otherwise is, in the aggregate, limited to the greater of \$50,000 or the amount of the fee earned under this Agreement.



To the fullest extent permitted by law, FTCH's total liability to CLIENT for any cause or combination of causes, which arise out of claims for which FTCH is covered by insurance other than professional liability errors and omissions, whether based upon contract, warranty, negligence, strict liability, or otherwise is, in the aggregate, limited to the total insurance proceeds paid on behalf of or to FTCH by FTCH's insurers in settlement or satisfaction of CLIENT's claims under the terms and conditions of FTCH's insurance policies applicable thereto.

Higher limits of liability may be considered upon CLIENT's written request, prior to commencement of services, and agreement to pay an additional fee.

- 12. DELEGATED DESIGN. CLIENT recognizes and holds FTCH harmless for the performance of certain components of the Project which are traditionally specified to be designed by the Contractor.
- 13. INSURANCE. CLIENT shall cause FTCH and FTCH's consultants, employees, and agents to be listed as additional insureds on all commercial general liability and property insurance policies carried by CLIENT which are applicable to the Project. CLIENT shall also provide workers' compensation insurance for CLIENT's employees. CLIENT agrees to have their insurers endorse these insurance policies to reflect that, in the event of payment of any loss or damages, subrogation rights under this Agreement are hereby waived by the insurer with respect to claims against FTCH.

Upon request, CLIENT and FTCH shall each deliver to the other certificates of insurance evidencing their coverages.

CLIENT shall require Contractor to purchase and maintain commercial general liability and other insurance as specified in the contract documents and to cause FTCH and FTCH's consultants, employees, and agents to be listed as additional insureds with respect to such liability and other insurance purchased and maintained by Contractor for the Project. Contractor must agree to have their insurers endorse these insurance policies to reflect that, in the event of payment of any loss or damages, subrogation rights under this Agreement are hereby waived by the insurer with respect to claims against FTCH.

- 14. INDEMNIFICATION. FTCH will defend, indemnify, and hold CLIENT harmless from any claim, liability, or defense cost for injury or loss sustained by any party from exposures to the extent caused by FTCH's negligence or willful misconduct. CLIENT agrees to defend, indemnify, and hold FTCH harmless from any claim, liability, or defense cost for injury or loss sustained by any party from exposures allegedly caused by FTCH's performance of services hereunder, except for injury or loss to the extent caused by the negligence or willful misconduct of FTCH. These indemnities are subject to specific limitations provided for in this Agreement.

- 15. CONSEQUENTIAL DAMAGES. CLIENT and FTCH waive consequential damages for claims, disputes, or other matters in question relating to this Agreement including, but not limited to, loss of business.

- 16. LEGAL EXPENSES. If either CLIENT or FTCH makes a claim against the other as to issues arising out of the performance of this Agreement, the prevailing party will be entitled to recover its reasonable expenses of litigation, including reasonable attorney's fees. If FTCH brings a lawsuit against CLIENT to collect invoiced fees and expenses, CLIENT agrees to pay FTCH's reasonable collection expenses including attorney fees.

- 17. OWNERSHIP OF WORK PRODUCT. FTCH shall remain the owner of all drawings, reports, and other material provided to CLIENT, whether in hard copy or electronic media form. CLIENT shall be authorized to use the copies provided by FTCH only in connection with the Project. Any other use or reuse by CLIENT or others for any purpose whatsoever shall be at CLIENT's risk and full legal responsibility, without liability to FTCH. CLIENT shall defend, indemnify, and hold harmless FTCH from all claims, damages, losses, and expenses, including attorney's fees arising out of or resulting therefrom. FTCH understands CLIENT is required to follow the Public Records Law.

- 18. ELECTRONIC MEDIA. Data, reports, drawings, specifications, and other material and deliverables may be transmitted to CLIENT in either hard copy, digital, or both formats. If transmitted electronically, and a discrepancy or conflict with the electronically transmitted version occurs, the hard copy in FTCH's files used to create the digital version shall govern. If a hard copy does not exist, the version of the material or document residing on FTCH's computer network shall govern. FTCH cannot guarantee the longevity of any material transmitted electronically nor can FTCH guarantee the ability of the CLIENT to open and use the digital versions of the documents in the future.

- 19. GENERAL CONSIDERATIONS. CLIENT and FTCH each are hereby bound and the partners, successors, executors, administrators, and legal representatives of CLIENT and FTCH are hereby bound to the other party to this Agreement and to the partners, successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.

Neither CLIENT nor FTCH shall assign this Agreement without the written consent of the other.

Neither CLIENT nor FTCH will have any liability for nonperformance caused in whole or in part by causes beyond FTCH's reasonable control. Such causes include, but are not limited to, Acts of God, civil unrest and war, labor unrest and strikes, acts of authorities, and events that could not be reasonably anticipated.

This Agreement shall be governed by the law of the principal place of business of FTCH. Jim and said for us shall be Monty County, Ohio for any litigation arising out of this Agreement.

This Agreement constitutes the entire agreement between CLIENT and FTCH and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

End of Terms and Conditions for Professional Services

558 7/10

See attached to 12/15

8/12/15

558 7/10  
8/12/15

558 7/10  
8/12/15

558 7/10

8/12/15  
Jim and said for us shall be Monty County, Ohio for any litigation arising out of this Agreement.

558 7/10

8/12/15



## RATE SCHEDULE

June 1, 2014

Principal	\$205
Senior Associate	\$175-\$195
Associate	\$121-\$175
Architect/Construction Engineer/Construction Manager/ Engineer/Estimator/Geologist/Hydrogeologist/Industrial Hygienist/ Interior Designer/Project Manager/Scientist/Surveyor	
Senior Level	\$114-\$195
Mid Level	\$97-\$114
Staff Level	\$67-\$97
Architectural Specialist/Engineering Specialist/ Environmental Specialist/Health & Safety Specialist/ Operations Specialist/Technical Specialist/ Project Superintendent/Survey Specialist	
Senior Level	\$121-\$175
Mid Level	\$82-\$121
Staff Level	\$74-\$82
Technician	
Senior Level	\$97-\$130
Mid Level	\$82-\$97
Staff Level	\$51-\$82
Production Support	\$67
Photocopies	\$0.10/Copy
Mileage/Passenger Vehicles	\$0.70/Mile
Field and Services Vehicles	\$0.95/Mile (\$37/day min.)
Equipment Schedule	Separate Schedule
Expenses and Outside Services	Cost Plus 10%

Compensation to be at one and one-half times the hourly rate for approved overtime.

Invoices are rendered every four weeks and payment is due upon receipt. A service charge of 1% per four-week period is added to accounts unpaid after 28 days from date of billing.

Substitute for Section 13:

FTCH shall list Client as an additional insured for commercial general liability and the Certificate of Insurance shall state that: "The City of Piqua, its employees, agents, volunteers, all boards, commissions, and/or authorities and board members, including employees, agents and volunteers thereof are an additional insured and this insurance coverage shall serve as Primary to the Additional Insureds and not contributing with any other insurance or self-insurance available to the Additional Insureds."

Each entity must provide a certificate of insurance that has at least \$1 million commercial general liability coverage per occurrence or \$2 million aggregate on ISO Form CG 00 01 12 07.

# Locations of Pump Stations



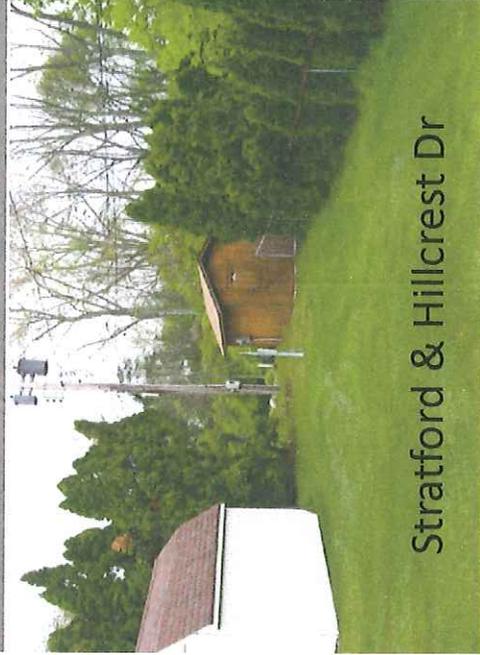
MVC Mall



Maplewood Dr



Eagles Nest



Stratford & Hillcrest Dr



Orchard Dr



Candlewood

# Locations of Pump Stations



Lakeridge Dr.



Echo Lake Drive