

COUNCIL AGENDA

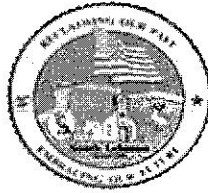


Village Council Workshop Meeting
7:00 P.M. Thursday, August 6, 2015
Village Administration Building
99 High Street
South Lebanon, Ohio 45065

	Agenda Item
1.	Call to Order
2.	Roll Call
3.	Pledge of Allegiance
4.	Guest Speakers A. None
5.	Open Forum
6.	Village Administrator Reports (non-legislative) A. Choice One Update B. Memo re: draft Community Center lease information
7.	New Business A. None
8.	Old Business A. None
9.	Committee Reports and Communications
10.	Solicitor's Comments
11.	Warren County Sheriff's Department Comments
12.	Council Member's Comments
13.	Mayor's Comments
14.	Adjournment

Members of the public may address Council during the Open Forum segment of the agenda and shall be limited to five minutes each. After the speaker concludes remarks Council may comment or ask questions at that time. The Mayor may at his or her discretion restrict duplicate testimony on a particular subject.

The next Village Council Workshop Meeting will be on Thursday, September 3, 2015 at approximately 7:00 PM.



Village of South Lebanon
99 N. High Street, South Lebanon, Ohio 45065
513-494-2296
fax: 513-494-1656
www.southlebanonohio.org

MEMORANDUM

To: Mayor and Council
From: Jerry Haddix, Village Administrator
Date: August 3, 2015
Subject: Project update

Attached is an update from Choice One Engineering on current projects. Here are some of the highlights:

- We are setting up a pre-construction meeting for the Zoar Road Project;
- Pike Street Project should be starting up in the next couple of weeks

Let me know if you have any questions.

Jerry Haddix

From: Nicholas Selhorst <nns@choiceoneengineering.com>
Sent: Monday, August 03, 2015 7:49 AM
To: Jerry Haddix; Skip Lawhorn
Cc: Matt Hoying; Brian Schmidt; Joshua Craig; Michael Goettemoeller
Subject: Choice One Update

Jerry and Skip,

Here is an update on the current projects we are involved with. Higher priority projects are in purple.

Rivers Crossing - Phase II

We have a meeting on Tuesday with William Mees and Bayer Becker to discuss the preliminary layout for Rivers Crossing, Phase II.

Fellowship Baptist Church

We answered some questions regarding the landscaping. Let us know when the plans have been re-submitted and we will look over them again.

Country Attic Treasures

You mentioned that Bill Lichtenberg wanted to change the drainage pattern. Let us know if he re-submits anything and if you need our input on that.

Grants Frederick Subdivision Section One

We sent you our review comments last on June 26th. Let us know when they resubmit.

Sewer System

We sent the data examples, showing what 2013 documents we need to see from GCWW, City of Lebanon, and Warren Co. Water & Sewer. Tony Ledford showed me the backed up area off of Section Street and we think it would be a good idea to video camera that section.

SR 48/MMM Rd. (PID 94494)

The OPWC pre-app scored fairly well but can do better if more outside funding can be obtained. Let us know if you need any help regarding that.

Water Service Regulations

We can assist the Village in creating these when the time comes. Loveland's regulations can be used as a model for the Village.

Zoning Code

We have gotten the Village the zoning code template that can be used by the Village to draft any desired amendments. Let us know when you need something else.

GIS Services

This will no longer be required because the WSRLA loan is no longer going to be acquired. It would still be a good idea for the Village to implement an Asset Management plan as soon as practical.

Woodknoll Subdivision, Section 2 Punchlist

We will swing by on Tuesday when we are around to see if Towne has made any improvements on the punchlist items.

Vista Pointe, Section 4 Punch List

We will check out the sinkhole on Tuesday after the River Crossing meeting.

RFP for Well Field Sale/Lease

We received quotes from both Moody's and Layne to rehab the wells and pull the pumps and the Village has decided not to pursue that work. I contacted Warren County and Western Water and they are still interested even if they would have to repair the pumps/wells themselves. They are requesting some additional information though. Do you want me to give that to them?

Shepherd's Crossing Subdivision Punch List Preparation

We are holding off until authorized to proceed with the punch list.

Zoar Road Improvements

The project rebid on Tuesday the 28th and Civil Solutions was the low bidder at \$339,000. Once Council approves them, please send us the signed Notice of Award so that we can have Civil Solutions sign the contracts. At that point we can set up a preconstruction meeting.

Sidewalk Program Study

We submitted the report to you on Friday, July 10th. Let us know when you'd like us to present these to Council in the next few months.

Pavement Rating Study

We submitted the report to you on Friday, July 10th. Let us know when you'd like us to present these to Council in the next few months.

Water Projects Study

We submitted the report to you on Friday, July 10th. Let us know when you'd like us to present these to Council in the next few months.

Pike Street Rehabilitation

Jurgensen said they'd be starting in mid-August. We will try to get a construction schedule from them this week.

Thank you,



NICHOLAS SELHORST, P.E. | Project Manager
513.239.8534 Phone | 513.444.9542 Cell

www.CHOICEENGINEERING.com
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MEMORANDUM

To: Mayor & Village Council
CC: Bruce McGary, Village Solicitor
From: Jerry Haddix, Village Administrator
Date: August 3, 2015
Subject: Draft Community Center Lease Provisions

As I mentioned at the last meeting, no Village real estate can be leased or sold without following the "Advertisement for Bid" requirements spelled out in Section 721.03 of the Ohio Revised Code. So, the "Community Center" property, whether sold or leased, would be subject to these requirements.

From a financial perspective, the Community Center is well below a breakeven point. It is no secret that the building has value, but the cost of necessary repairs/maintenance/utilities outweigh the value of the building (based on recent appraisal). The average gas/electric charges are roughly \$26,000/year. This year, the Village has already expended \$18,239 on utilities and maintenance. We also have a HVAC quote for a new electric service and rooftop units for \$80,000. Given all of the costs associated with this building, the Village is losing money on the deal. My recommendation is to propose in the bidding a lease for a minimum of ten (10) years with possible extensions beyond that timeframe. Also, I would propose the following conditions/requirements for said bidding:

- Building would be available for community functions;
- Kings Local Food Pantry could continue to occupy current space at current rate;
- Successful bidder would be responsible for ALL maintenance and utility costs;
- Each bidder would be required to submit a Capital Improvement Plan for the building. This should specify items, budget and timetable;
- Lessee will have option to sub lease part(s) of building to other entities with Village Council concurrence.
- Termination clause

Any additional input would be appreciated. It is important that, when comparing bids, the totality of each proposal is considered beyond simply a base lease amount.

Let me know if you have any questions or need additional information.