

**City of Fairfield
Minutes
Regular Meeting of City Council
July 27, 2020**

Council-Manager Briefing

Construction Materials Handbook Update

Mayor Miller called the briefing to order at 6:30 PM. Councilmembers present: Leslie Besl, Dale Paullus, Terry Senger, Tim Abbott, Mark Scharringhausen, Chad Oberson and Bill Woeste.

Staff members present: Mark Wendling, Greg Kathman, Ben Mann, Dan Wendt, Scott Timmer, Don Bennett, Tiphonie Howard, Adam Sackenheim, Alisha Wilson and Steve Wolterman.

Staff presented the proposed updates to the Construction Materials Handbook. See attached slides.

Business Meeting Call to Order

Mayor Miller called the Regular Meeting to order at 7:00 PM.

Prayer/Pledge of Allegiance

Councilmember Besl led in prayer and Pledge of Allegiance.

Roll Call

Councilmembers present included:

Attendee Name	Title	Status	Arrived
Mark Scharringhausen	Council Member at Large	Present	
Chad Oberson	Council Member at Large	Present	
Bill Woeste	Council Member at Large	Present	
Leslie Besl	Council Member, 1st Ward	Present	
Dale Paullus	Councilmember, 2nd Ward	Present	
Terry Senger	Councilmember, 3rd Ward	Present	
Tim Abbott	Council Member, 4th Ward	Present	
Steve Miller	Mayor	Present	

Agenda Modifications

None.

Executive Session Requests

Councilmember Abbott, seconded by Councilmember Paullus, moved for Executive Session to discuss the status of collective bargaining with public employees. Motion carried 7-0.

Special Presentations and Citizen Comments

None.

Public Hearing(s)

None.

Approval of Minutes

The Regular Meeting Minutes of July 13, 2020 were approved as written and submitted.

OLD BUSINESS AND REPORTS

Community & Public Relations Committee

Dale Paullus, Chair; Leslie Besl, Vice Chair; Terry Senger, Member

Development Services Committee

Bill Woeste, Chair; Tim Abbott, Vice Chair; Mark Scharringhausen, Member

Ordinance to adopt new Section 1143.261 and Subsection 1157.04(f) and amend Subsection 1157.04(e) of the Planning and Zoning Code of Ordinance No. 166-84, the Codified Ordinances of Fairfield, Ohio.

Recommendation:

It is recommended that City Council have a first reading on this ordinance at the June 8, 2020 meeting and set the joint public hearing date for June 22, 2020.

Councilmember Woeste presented the third reading of this ordinance.

ORDINANCE NO. 56-20. APPROVED 7-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Bill Woeste, Council Member at Large
SECONDER:	Tim Abbott, Council Member, 4th Ward
AYES:	Scharringhausen, Oberson, Woeste, Besl, Paullus, Senger, Abbott

Parks, Recreation and Environment Committee

Leslie Besl, Chair; Dale Paullus, Vice Chair; Tim Abbott, Member

Public Safety Committee

Mark Scharringhausen, Chair; Terry Senger, Vice Chair; Dale Paullus, Member

Public Works Committee

Chad Oberson, Chair; Mark Scharringhausen, Vice Chair; Bill Woeste, Member

Resolution establishing a street infrastructure sustainability plan for the maintenance of city streets, roads and related infrastructure

Recommendation:

It is recommended that Council pass a resolution to ensure that staff maintain a plan for maintaining a safe, functioning City street system through consistently allocating resources every year to the paving of City streets.

Councilmember Oberson presented the third reading of this resolution.

RESOLUTION NO. 11-20. APPROVED 7-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Chad Oberson, Council Member at Large
SECONDER:	Dale Paullus, Councilmember, 2nd Ward
AYES:	Scharringhausen, Oberson, Woeste, Besl, Paullus, Senger, Abbott

Ordinance to authorize the City Manager to enter into a contract with Cargill, Incorporated for the purchase of road salt.

Recommendation:

It is recommended that City Council authorize and direct the preparation of legislation authorizing the City Manager to enter into a contract with Cargill, Incorporated for the purchase of road salt.

Councilmember Oberson presented the second reading of this ordinance.

RESULT:	SECOND READING	Next: 8/10/2020 7:00 PM
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Public Utilities Committee

Terry Senger, Chair; Chad Oberson, Vice Chair; Leslie Besl, Member

Finance & Budget Committee

Tim Abbott, Chair; Bill Woeste, Vice Chair; Chad Oberson, Member

NEW BUSINESS

Public Safety Committee

Mark Scharringhausen, Chair; Terry Senger, Vice Chair; Dale Paullus, Member

Motion to Read by Title Only

Motion to read one ordinance by title only.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Mark Scharringhausen, Council Member at Large
SECONDER:	Tim Abbott, Council Member, 4th Ward
AYES:	Scharringhausen, Oberson, Woeste, Besl, Paullus, Senger, Abbott

Motion to Suspend Second and Third Readings

Councilmember Scharringhouse presented the first reading of this ordinance.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Mark Scharringhausen, Council Member at Large
SECONDER:	Dale Paullus, Councilmember, 2nd Ward
AYES:	Scharringhausen, Oberson, Woeste, Besl, Paullus, Senger, Abbott

Ordinance to authorize the City Manager to enter into a contract with Vogelpohl Fire Equipment for the Purchase of Self Contained Breathing Apparatus (SCBA) and Related Equipment and declaring an emergency.

ORDINANCE NO. 57-20. APPROVED 7-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mark Scharringhausen, Council Member at Large
SECONDER:	Chad Oberson, Council Member at Large
AYES:	Scharringhausen, Oberson, Woeste, Besl, Paullus, Senger, Abbott

Public Works Committee

Chad Oberson, Chair; Mark Scharringhausen, Vice Chair; Bill Woeste, Member

Motion to Read by Title Only

Motion to read two ordinances by title only.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Chad Oberson, Council Member at Large
SECONDER:	Dale Paullus, Councilmember, 2nd Ward
AYES:	Scharringhausen, Oberson, Woeste, Besl, Paullus, Senger, Abbott

Ordinance to authorize the City Manager to enter into a contract with Majors Enterprises, Inc for the construction of the 2020 Rita Mae and Muskopf Drive Relief Storm Sewer Improvement Project.

Recommendation:

It is recommended that City Council approve legislation for an appropriation of funding for the amounts shown in the Financial Impact.

It is also recommended that City Council direct the preparation of legislation authorizing the City Manager to enter into a contract with Majors Enterprises, Inc for the construction of the 2020 Rita Mae and Muskopf Drive Relief Storm Sewer Improvement Project

Councilmember Senger asked if there was any responsibility by the developer to assist with these issues. Law Director Steve Wolterman stated that after the amount of time that has passed, there is not.

ORDINANCE NO. 58-20. APPROVED 7-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Chad Oberson, Council Member at Large
SECONDER:	Dale Paullus, Councilmember, 2nd Ward
AYES:	Scharringhausen, Oberson, Woeste, Besl, Paullus, Senger, Abbott

Motion to Suspend Second and Third Readings

Councilmember Oberson presented the first reading of this ordinance.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Chad Oberson, Council Member at Large
SECONDER:	Bill Woeste, Council Member at Large
AYES:	Scharringhausen, Oberson, Woeste, Besl, Paullus, Senger, Abbott

Ordinance to authorize the City Manager to enter into a contract with Barry Brown Paving, LLC for the Boymel Drive and Route 4 Improvements Project.

Recommendation:

It is recommended that City Council approve legislation for an appropriation of funding for the amounts shown in the Financial Impact.

It is also recommended that City Council direct the preparation of legislation authorizing the City Manager to enter into a contract with Barry Brown Paving, LLC for the Boymel Drive and Route 4 Improvements Project.

ORDINANCE NO. 59-20. APPROVED 7-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Chad Oberson, Council Member at Large
SECONDER:	Dale Paullus, Councilmember, 2nd Ward
AYES:	Scharringhausen, Oberson, Woeste, Besl, Paullus, Senger, Abbott

Motion to Suspend Second and Third Readings

Councilmember Oberson presented the first reading of this ordinance.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Chad Oberson, Council Member at Large
SECONDER:	Tim Abbott, Council Member, 4th Ward
AYES:	Scharringhausen, Oberson, Woeste, Besl, Paullus, Senger, Abbott

Finance & Budget Committee

Tim Abbott, Chair; Bill Woeste, Vice Chair; Chad Oberson, Member

Motion to Read by Title Only

Motion to read two ordinances by title only.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Tim Abbott, Council Member, 4th Ward
SECONDER:	Leslie Besl, Council Member, 1st Ward
AYES:	Scharringhausen, Oberson, Woeste, Besl, Paullus, Senger, Abbott

Ordinance to amend Ordinance No. 119-19 entitled “An Ordinance to make estimated appropriations for the expenses and other expenditures of the City of Fairfield, Ohio, during a period beginning January 1, 2020, and ending December 31, 2020.”

Recommendation:

It is recommended that City Council suspend the rules requiring a second and third reading of this Ordinance and adopt the appropriations listed above.

ORDINANCE NO. 60-20. APPROVED 7-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Tim Abbott, Council Member, 4th Ward
SECONDER:	Dale Paullus, Councilmember, 2nd Ward
AYES:	Scharringhausen, Oberson, Woeste, Besl, Paullus, Senger, Abbott

Motion to Suspend Second and Third Readings

Councilmember Abbott presented the first reading of this ordinance.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Tim Abbott, Council Member, 4th Ward
SECONDER:	Bill Woeste, Council Member at Large
AYES:	Scharringhausen, Oberson, Woeste, Besl, Paullus, Senger, Abbott

Ordinance to amend Ordinance No. 119-19 entitled “An Ordinance to make estimated appropriations for the expenses and other expenditures of the City of Fairfield, Ohio, during a period beginning January 1, 2020, and ending December 31, 2020.”

Recommendation:

It is recommended that City Council suspend the rules requiring a second and third reading of this Ordinance and adopt the appropriations listed above.

ORDINANCE NO. 61-20. APPROVED 7-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Tim Abbott, Council Member, 4th Ward
SECONDER:	Dale Paullus, Councilmember, 2nd Ward
AYES:	Scharringhausen, Oberson, Woeste, Besl, Paullus, Senger, Abbott

Motion to Suspend Second and Third Readings

Councilmember Abbott presented the first reading of this ordinance.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Tim Abbott, Council Member, 4th Ward
SECONDER:	Bill Woeste, Council Member at Large
AYES:	Scharringhausen, Oberson, Woeste, Besl, Paullus, Senger, Abbott

Meeting Schedule

Clerk Wilson read the following meeting schedule:

- A. Monday, August 10th - Council-Manager Briefing, 6:00 PM; Regular Meeting 7:00 PM
- B. Monday, August 24th - Council-Manager Briefing, 6:00 PM; Regular Meeting 7:00 PM
- C. Monday, September 14th - Council-Manager Briefing, 6:00 PM; Regular Meeting 7:00 PM

Executive Session of Council (if needed)

Council recessed to Executive Session at 7:10 PM.

14. ADJOURNMENT

The Regular Meeting adjourned at 7:20 PM.

ATTEST:

Clerk of Council

Mayor's Approval

Date Approved_____

FAIRFIELD
OHIO



**DESIGN, CONSTRUCTION,
AND MATERIALS
SPECIFICATION
HANDBOOK**

2020
SIXTH EDITION

Design, Construction, and Materials Specification Handbook

Council-Manager Briefing

July 27, 2020



Overview

- Handbook provides details, standards and specifications for all public and some private infrastructure
- Balance between durability/lifespan of infrastructure and the associated costs
- Updated periodically (last update 2014)
 - Industry best practices
 - New technology
 - Alignment with peers (ODOT, Butler Co, etc...)
 - First-hand experience
- Also includes new guidelines and codifies existing practices

Multi-Departmental Collaboration

- Development Services
 - Greg Kathman
 - Leland Rosato
 - Erin Lynn
 - Lynda McGuire
- Public Utilities
 - Adam Sackenheim
 - Matt Young
- Information Technology
 - Jeff Trimmer



- Public Works
 - Ben Mann
 - Nick Dill
 - Bill Heatherton
 - Matt Yunger
- Fire Department
 - Don Bennett
 - Tom Wagner
 - Randy McCreddie

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- Appendix C - Small Cell Infrastructure Within Public Right-of-Way
- Standard Construction Drawings

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Chapter 4 – Water Supply

- Codifies backflow prevention regulations
- Changes pipe material requirements to Class 53 ductile iron
- Updates metering provisions
- Creates new provisions related to cost recovery

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Chapter 5 - Wastewater

- Clarifies regulation for special waste discharges
- Updates standards for grease interceptors and oil-water separators
- Modest design changes for manholes
- Creates new provisions related to cost recovery

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Chapter 6 – Fire Services

- New chapter
 - Several items were formerly included in Water
- Fire Hydrants
- Fire Vaults
- Codifies requirements for Knox Boxes
- Creates a standard identification system for exterior doors on large buildings

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Chapter 2 - Storm Drainage

- Mostly minor changes, improvements to readability
- Added introduction to all sections to highlight related documents and resources
- Clarification of detention requirements
 - Defined “redevelopment” as demolition or 50% increase in impervious surfaces
 - Established a minimum area requiring detention: 0.25 acres

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Chapter 3 - Roadway

- Covers both driveway geometrics and street design standards
- Adjusted sidewalk and curb ramp requirements to ensure compliance with ADA guidelines
- Clarified that drive aprons must be concrete
- Specifies that culverts under driveways must be concrete pipe, minimum 12" diameter
- Added a new section on Access Management, mirrors ODOT standards

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Appendix A – Work Within Public Right-of-Way

- New section creating a process for approving private utility projects within the right-of-way
- Focuses on protecting public infrastructure and utilities, maintaining traffic, and restoration of the right-of-way
- Requires specific insurance limits

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FAIRFIELD
OHIO

STANDARD CONSTRUCTION DRAWINGS

Fire Line Meter Vault with
Double Check Detector Assembly

DATE: 05/04/2020

SCALE: NONE

FILE: 2020-033.DWG

Minimum Clearances for Detector
Check Installation

Meter Size	A	B	C	Door Size
4" x 1"	41"-1/2"	41"-1/4"	25"	48" x 48"
6" x 1"	45"	45"	28"	48" x 72"
8" x 1"	48"-3/4"	48"-1/4"	30"	48" x 72"
10" x 1"	54"	50"	34"	48" x 72"
10" x 1 1/2"	58"	50"	36"	48" x 72"

Clearances for Fire Pit Meter

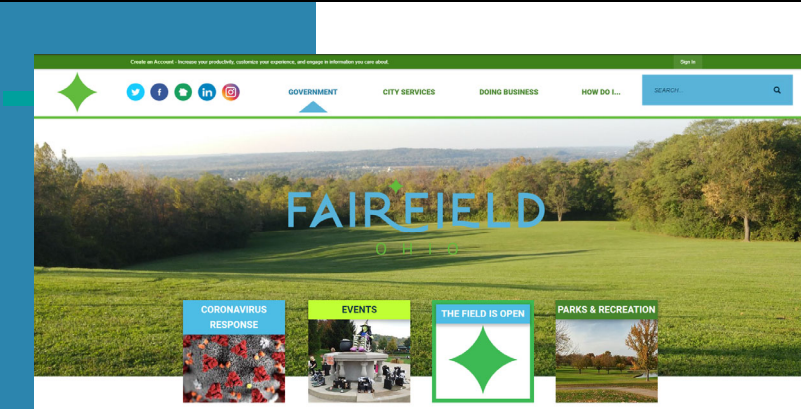
Meter Size	A	B	C	Door Size
2"	21"	28"	21"	36" x 36"
2 1/2"	28"	29"	22"	36" x 36"
4"	39"	30"	25"	36" x 36"
5"	43"	30"	26"	60" x 60"
6"	39"	35"	30"	60" x 60"

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Standard Construction Drawings

- 41 Drawings
 - Updated with new standards
 - Includes 3 new drawings for Public Utilities and 1 new drawing for Fire
 - Includes new City branding
- Available in both .pdf and .dwg formats

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GOVERNMENT CITY SERVICES DOING BUSINESS HOW DO I... SEARCH

FAIRFIELD

OHIO

CORONAVIRUS RESPONSE

EVENTS

THE FIELD IS OPEN

PARKS & RECREATION

Formatting & Ease of Use

- Previous edition was only available as a single static .pdf document
- Update will include table of contents and chapter breaks for ease of searching
- Standard Drawings will be individually downloadable in multiple formats

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Next Steps

August 10 – Council 1st Reading
August 24 – Joint Public Hearing
August 26 – Planning Commission
September 14 – Council 2nd Reading
September 28 – Council 3rd Reading

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Discussion

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