



**OPERATIONS COMMITTEE
MEETING MINUTES
MAY 17, 2022**

I) CALL TO ORDER/ROLL CALL

Chairman Bertone called the May 17, 2022, Operations Meeting to order at 6:30 p.m. Committee Members present included: Frank Bertone, Jon Bennehoof, Christina Drummond and Seth Camick. City Council Members present included: Mayor Daniel Swartwout and Council Member Heather Karr. City Staff in attendance were: Andrew White, City Manager; Jeffrey Tyler, Assistant City Manager; Rosa Ocheltree, Finance Director; Buddy Caplinger, Public Service Director; Jason Nahvi, HR Business Partner; Steve Hrytzik, Police Chief; and Amy Deere, City Clerk.

II) APPROVAL OF MINUTES

Approval of Operations Committee Meeting Minutes of April 19, 2022

[Operations Committee Minutes of 04.19.2022.pdf](#)

Meeting minutes of April 19, 2022, approved by consensus.

III) TODAY'S BUSINESS

a. Powell Festival Update – Ryan Ault

Ryan Ault began his presentation by stating the overall and overwhelming response and positive feedback with regard to this festival is off of the charts. He provided a handout which provided a recap as of May 16, 2022.

Committee Member Drummond spoke about traffic management and wondered what the traffic strategy would be due to the larger than usual attendance expectance.

Mr. Ault responded there were multiple options and it is an ongoing process. He advised they have spoken to Giant Eagle about a shuttle option. He added this was first and foremost on the priority list.

City Manager White advised the Operations Committee the Chamber Street Market is scheduled for Saturday, May 25th, and its normal location is on State Route 750, and this road will be closed. There has been conversation of the Chamber Street Market changing location. He wanted to make everyone aware and wants to make the Operations

Committee, City Council, and the community at large all content. Discussions on this issue are ongoing.

Committee Member Drummond suggested the Chamber Street Market be moved to the Green.

b. IT Equipment for Council Discussion

HR Business Partner Nahvi spoke on this topic. He stated he spoke with Doug McCullough and he suggested the use of iPads. \$329.00 x 8, 7 for Council Members and 1 for the Clerk, apple pencil at \$99 and keyboard with case. Granicus as well as Outlook would be on the device. It was also suggested to do the Apple Care Warranty Plan as well which is \$3.50 per month. The total amount is approximately \$4,600.00 including the pencils and keyboards, and the Apple Care would be an additional \$335.00 per year. Training on the iPad and programs for Council would be provided.

Chairman Bertone asked if the iPads were going to be available for other committees, such as Planning & Zoning Commission.

HR Business Partner Nahvi stated that initially, it would start off with Council only and see how it goes.

City Manager White stated he felt it should eventually go to committee implementation as well in the future.

Chairman Bertone said it is easy to see how one Council Member could amass two to three reams of paper in a two month time period, and he suggests this move forward to the Finance Committee. His suggestion was agreed upon by the committee.

c. DORA Signs Update

Assistant City Manager Tyler gave an update on the DORA signs. There are 17 locations for the DORA signs and they would be permanent signs.

Committee Member Drummond spoke of sign placement, specifically next to pathways, or would they be placed in the middle.

Assistant City Manager Tyler advised they would be placed on the side of the pathway.

Committee Member Drummond spoke of wayfinding and wondered if this was all tied in together with that.

Assistant City Manager Tyler advised this was pre-wayfinding.

d. Garbage Clean-Up Around the City

HR Business Partner Nahvi stated on June 4th, 2022, we will have the "Beautify Powell Day", from 9:00 a.m. to noon. The information will be put out on Instagram and there will be a link for volunteer sign-ups.

Chairman Bertone said there has been some emails received regarding trash that is in and around the community. This situation is split between the City and the Township, and has the Township been engaged in this process as well, do they have any beautification days planned, etc.

Mayor Swartwout stated he has been a part of this event in the past and said this is a fantastic event. He highly encourages everyone to participate.

Council Member Karr advised that high school students can get service hours for showing up to volunteer.

e. Giant Eagle Plan

Assistant City Manager Tyler said there have been multiple complaints of the drive aisles and potholes, the condition of the parking lot, the condition of the landscaping as well as the fencing at the Giant Eagle parking lot. In a meeting attended by himself, Chief Hrytzik and the property owners, they had a very good discussion and the property owners were very receptive. The asphalt is going to be repaired in phases. There is a project scheduled this year for Giant Eagle a large part of the parking lot will be repaired. For those areas that are not included in the initial phase, patching will take place as a short term repair. He advised landscaping is ongoing, and the fence has been repaired and is currently being repainted.

f. Clean-Up Days at Offices

Assistant City Manager Tyler said there have been years of the stockpiling of equipment, paper, etc. and have worked up a plan to clean out our offices. We will begin with our old, unused, equipment, and working with KGT, they will wipe all of our drives and get this unused equipment recycled. There is a lot of wasted space in the City buildings. HR Business Partner Nahvi has sent our retention schedule to all of our departments as we will be certain to follow the requirements of record retention. He also stated govdeals.com would be utilized as well.

g. Special Events – Memorial Day Parade Update

Public Service Director Caplinger provided a handout with updates to the Memorial Day Parade. He advised there are currently approximately 50 applicants for the parade. He added MAJ Fannie L. Malone would be in attendance as well. He advised the mulch around the City has been going in and the flowers would be arriving this week and would be immediately planted.

h. Other Business

City Manager White spoke of the press release with regard to the OSU Wexner Medical Center.

IV) PENDING BUSINESS

Committee Member Drummond spoke of grant funding as a number of construction grants would be coming which could be looked into. She proposed to launch a

working group to start the projects with grants so we can leverage some of the City's capital funds.

V) FUTURE BUSINESS

Next Operations Committee Meeting Scheduled for June 21, 2022, at 6:30 p.m.

VI) ADJOURNMENT

MOTION: Jon C Bennehoof moved to adjourn. Christina Drummond seconded the motion.

VOTE: Y 4 N 0 (None) AB 0 (None)

Motion passed 4-0-0.

Meeting adjourned at 7:25 p.m.

MINUTES APPROVED: JUNE 21, 2022



Frank Bertone,
Chair

8/2/2022
Date



Amy Deere,
City Clerk

8/2/2022
Date

