



**OPERATIONS COMMITTEE  
MEETING MINUTES  
SEPTEMBER 7, 2022**

**CALL TO ORDER/ROLL CALL**

Interim Chair, Daniel Swartwout, brought the Operations Committee meeting to order at 6:30 p.m. Committee members present included: Jon Bennehoof, Christina Drummond and Seth Camick. City Staff in attendance were: Andrew White, City Manager; Jeffrey Tyler, Assistant City Manager; and Jason Nahvi, HR Business Partner.

**APPROVAL OF MINUTES**

**Approval of Operations Committee Minutes of July 19, 2022**

[Operations Committee Meeting Minutes of 07192022.pdf](#)

MOTION: Jon Bennehoof moved to approve the Operations Committee Meeting Minutes of July 19, 2022. Seth Camick seconded the motion.

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

Motion passed, Operations Committee Meeting Minutes of July 19, 2022, approved with a vote of 4-0-0.

**TODAY'S BUSINESS**

**Other Business**

Interim Chair Swartwout changed the order of the agenda and began with the topic of Other Business.

City Manager White began a discussion regarding the Powell Pool. He stated the Pool Board had provided the City with a snap shot of their financials, and it is very close to breaking even. He spoke of their desire of a construction project in 2024, including the concrete decking of the entire pool area, the wading pool and the lap pool are in dire need of replacement. He also spoke of the diving pool area. The estimate to complete that maintenance project is in the sum of \$250,000. The Powell Pool is working right now on a funding plan to accomplish this project.

He spoke of it being a community asset, in that many residents rely on the pool for recreation throughout the summer. He asked what was in place if the association was to discontinue. The property the pool is located on is owned by the City and if there is a default in the ability to operate, we have taken a look at some costs and what that would entail to remove and fill,

which is a several hundred-thousand-dollar estimate. He added, he has been a part of conversations a lot of conversations and there is an expectation in central Ohio, for a community like the caliber of the City of Powell to have this type of facility available.

He spoke of a handful of options the City has and mentioned looking at other models within the central Ohio community and came up with an anticipation estimate of around 50% subsidy on an annual basis to make the work as a conservative method going forward.

Further, he stated Staff would recommend an assessment and analysis of the existing structure and this would be a path forward to how the City would operate it so this does not happen again. If the Operations Committee and City Council would choose to endorse this, Staff would want to see a full analysis of all of the operating systems of the pool.

Interim Chair Swartwout stated essentially, we have a very broad policy decision to make. There is this asset within the City that is owned by the City, and we have a decision as to what our policy will be and there are certainly ramifications regardless of the route that we take.

Committee Member Bennehoof stated the policy should be well thought out so it is in compliance or capable for additional operations.

Committee Member Drummond stated this connects with the Wellness Center Assessment in the need of a community recreational facility and our entire aging parks infrastructure. It goes beyond the asset of the pool in the ground, we have a lot of capital assets related to recreation that we haven't done assessments for. She also stated that we owe it to our citizens to have something that meets the quality of service they expect from Powell.

City Manager White suggested the Operations Committee, over the coming weeks, think about a policy initiative that can be presented to City Council to say we would like to provide resources to analyze the whole system and to think about how we might be able to craft that aspect of our park system into the master plan, which Staff is investigating.

He continued by stating if the Operations Committee is in agreement, Staff will continue to pursue a potential outcome where we would provide an option to the Operations Committee, this is what it would look like if this comes back to the City from an ownership model and here are the things we would need support from resource allocation.

City Manager White stated based on his understanding on the market place and what is being paid to be a member, he does not know if they can continue to drive up the membership fees to accommodate the costs that have gone on site on scene. It is a real predicament.

Interim Chair Swartwout spoke of the Lily Reserve Development, where they came before City Council, and City Council approved a Final Development Plan, and they went back to the Planning and Zoning Commission and changed the Final Development Plan approved by City Council.

City Manager White stated in April, the plan was approved and was a complimentary development of several other developments on both sides of the street, subsequent to the approval, the applicant made a request to modify the elevation that would reduce a substantial amount of the architectural renderings of the roof systems. In reviewing the code, that relevance does not go back to City Council for approval. He said he believed the conditions that are

required to go back to City Council could be modified. He stated moving forward, how City Council's authority can be protected with a bigger development with a much greater potential.

Interim Chair Swartwout stated he felt this was a good discussion to begin with the Operations Committee as it involves process. It could also involve some of the code revisions that are being discussed with the Development Committee. He said he felt a good next step would be to talk off-line with Assistant City Manager Tyler as well as Chairman of the Development Committee, Brian Lorenz, as it is a process we need to address.

### **IT Update & Next Steps**

Doug McCollugh spoke of five updates: Security Audit, Office 365, Esri Arcgis, Granicus and IT Policy.

He stated he has gone through a budget activity with the Finance Director, Rosa Ocheltree. They went through an exercise with the vendors, got estimates, put them into an appropriate format for the budget, and the budget has been approved.

He spoke of the Security Audit and are ready to execute on this. A lot of good things will be done to aid in the security of the City. The Security Audit should yield some advice and changes that will have to happen amongst the City as "users" in order for the problem to be addressed. The "roadmap" will come from the Security Audit.

Mr. McCollugh continued with Office 365, and said a quote was received and he has found a company that would do the upgrade. He added, the upgrade is not as complex as one would think. Conversations with KGT were done with this as well. There were discussions with KGT about server and file server changes currently being made that have been planned for quite some time.

He then spoke of Esri Arcgis, and stated this is not only an upgrade to the geographic information systems, the inclusion of the departments to use these maps and web applications, but the ability to include them with new services and processes is new.

Mr. McCollugh spoke of Granicus next. The previous or existing Granicus license included the upgrades to the Granicus/Peak systems. There is not a new package that needed to be purchased. There has been a training package estimated that is video based and is recordable.

He spoke about IT Policy. This informs Staff on their use of devices and how they must do certain things and this will be done along with IT Governance, which he believes will be a committee organized by himself and having three people on the committee.

Mr. McCollugh also stated all five of the topics he spoke of would be implemented this calendar year.

### **City Permits & Online Plan Reviews**

Assistant City Manager Tyler stated the first phase of this project has been completed. He added polices, customer service expectations and plan review expectations have all be drafted.

He continued by discussing plan reviews have a thirty-day time period set by the state, but it has been decided to move the time limit up to 21 days for first time reviews. If a review were to have items to be corrected, a resubmittal for review would be a window of seven days.

He spoke of simple plan submittals, which would be presented electronically as part of Phase II. Along with this phase, an agreement has been signed with a plan review entity for residential plan review that will also be done electronically. By proceeding this way, it will free up Staff and allow them to do the inspections.

**City Paving Progress**

Assistant City Manager Tyler stated the contract is complete, all of contractual work is done and the contractor is working on punch out/punch lists and compliance. In addition, a third party inspector working on the City's behalf to make certain things are taken care of in an expedited manner. He also stated he believes this will be all wrapped up within the next thirty days. He added there was some dirt along paths to replace and a little seeding, sod, and mulch work that needs to be done. There are also a few catch basins to be repaired.

Further, he stated after talking to CTL Engineering, it was suggested to take into consideration the type of company we use for future paving projects. Strawser, who is the current company finishing the paving work, did a fine job. They are smaller and with a smaller company, you do not always have an onsite supervisor to oversee the project. The owner of the company becomes the supervisor and they could be managing several projects at the same time for other places. Choosing a larger company comes with a larger price but is something to consider for future bids.

**Frontier Communications Presentation**

Assistant City Manager Tyler gave an update on this project. Frontier was scheduled to be at the previous Operations Committee meeting before it was cancelled, to give their presentation. They are working on a "Fiber-to-the-Home" project this fall and wanted to give an update. The City is not a partner on this project and the only involvement is the issuance of permits. The "Fiber-to-the-Home" network will not be a replacement but an addition to the existing copper network in place today.

He added no permits have been issued yet and this was just an update on the project and the potential area that to be impacted. Interim Chair Swartwout asked that Frontier make themselves available to present at a future Operations Committee meeting.

**FUTURE BUSINESS**

**Next Operations Committee Meeting Scheduled for September 20, 2022, at 6:30 p.m.**

**ADJOURNMENT**

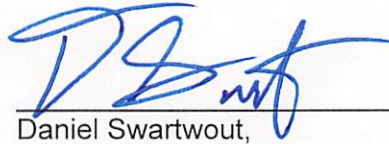
MOTION: Jon Bennehoof motioned to adjourn. Christina Drummond seconded the motion.

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

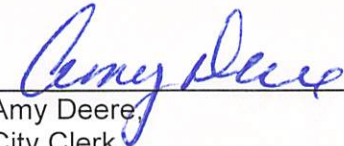
Motion to adjourn passed with a vote of 4-0-0.

Meeting adjourned at 7:45 p.m.

MINUTES APPROVED: SEPTEMBER 20, 2022

  
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Daniel Swartwout,  
Interim Chair

*9-20-22*  
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Date

  
\_\_\_\_\_  
Amy Deere,  
City Clerk

*9/20/22*  
\_\_\_\_\_  
Date

