



Public Works Committee of Council Agenda
August 12, 2025 - 5:00 PM
233 South Main Street, Monroe, Ohio

1. Approval of the Public Works Committee Minutes of February 11 and March 11, 2025
2. Public Works Building Update
3. Garver/New Garver Rd Lot Purchase
4. Water Line Design Update
5. Vac Truck
6. Administrative Actions
7. Discussion, questions, and requests for future meetings
8. Adjournment



**Public Works Committee of Council
February 11, 2025 – 5:00 p.m.
233 South Main Street, Monroe, Ohio 45050**

The Public Works Committee of Council met at 5:00 p.m. on February 11, 2025, in the Council Library located at 233 South Main Street, Monroe, Ohio.

Present were: Christina McElfresh, Vice Mayor; Ben Wagner, Council Member; John Centers, Council Member; Larry Lester, City Manager; Gary Morton, Director of Public Works; Jake Burton, Director of Finance; and Angela S. Wasson, Clerk of Council.

Mr. Wagner moved to approve the Public Works Committee of Council Minutes of August 13, 2024; seconded by Mrs. McElfresh. Voice vote. Motion carried.

Mr. Morton reported that as part of the budget he would like to lease-purchase a rubber tire front end loader and mini-excavator. This would be a five-year lease with a \$1.00 buyout. The mini-excavator is not a reliable piece of equipment and will list it on GovDeals. The concern with selling or trading in the loader is we may need to keep the Holman property and would prefer to have a loader at both locations.

Mrs. McElfresh is concerned where these pieces of equipment will be stored. Mr. Morton explained that we are close to being able to seek bids for the design/build phase for the new facility. To build everything complete we are looking at approximately \$28 million. We do not have that budget, so we are looking at phasing the facility. The department is going to continue to grow with more subdivisions and growth; therefore the building is being designed to keep and improve the level of service. The Holman is valued between \$500,000 to \$600,000.

In response to Mr. Centers question, Mr. Morton believed the building that currently houses engineering could be sold.

Mr. Morton stated that the new facility will house all the engineering staff, water department staff from Union Road, and the Development Department. He further stated that plans are also included for future park personnel.

Mr. Centers understood that we must be mindful of the cost; however, he did not want to build a building that in five years you are going to be putting people in closets, storage spaces, splitting up rooms and putting in partition walls. He pointed out that the City has constructed buildings like that in the past.

Mr. Morton presented a cost for the engineering design for the loop/trail within the Monroe Bicentennial Commons Park. There is currently \$1 million set aside for the trail, a portion of which would pay for this engineering design. They are currently working on applying for grants for the trail and the erosion.



Mr. Morton reported that bids were received for the repair of the roof at the police station and the adjoining strip center. He noted it is on the Council agenda; however, it needs to be load tested to see if we can proceed and asked that Council not take any action on it this evening.

Mr. Morton advised the Committee that the City is required by the Federal Emergency Management Agency (FEMA) to have a floodplain manager. It was William Brock as he was qualified to serve in that role. He is recommending that Fishbeck act as the City's floodplain manager. Right now, they are doing the reviews for the City. They will work at an hourly rate and any studies the applicant would have to pay for their services. Mr. Morton noted this will be on the next Council agenda.

The Public Works Committee meeting adjourned at 5:49 p.m.

Respectfully submitted,

Angela S. Wasson, MMC
Clerk of Council



**Public Works Committee of Council
March 11, 2025 – 5:00 p.m.
233 South Main Street, Monroe, Ohio 45050**

The Public Works Committee of Council met at 5:00 p.m. on March 11, 2025, in the Council Library located at 233 South Main Street, Monroe, Ohio.

Present were: Christina McElfresh, Vice Mayor; Ben Wagner, Council Member; Larry Lester, City Manager; Gary Morton, Director of Public Works; Zach McNutt, Assistant Director of Public Works; Jake Burton, Director of Finance; Kacey L. Waggaman, Assistant City Manager; and Angela S. Wasson, Clerk of Council.

Mr. Morton provided an overview of the items on the Council agenda and upcoming agenda.

Sidewalk Ordinance

In major developments this puts the requirement of the developer to install handicap ramps and connecting sidewalks and all the appurtenances that go along with that. Currently, we require that the developer bonds sidewalks in the subdivision, but they get built with the house and the homeowner pays for that. Mr. Morton felt that it was unfair for the homeowner to pay for the handicap ramp on the corner lots and he liked the idea that on the corner lots it sets the grade for the sidewalk.

Gas Line Installation. Electric Line Installation. Street Light Installation.

Until the gas lines are installed and operational, the developer cannot request the final plat. The same goes for electric lines and street lights. These are all going under the streets and utilities bond. They need to give us a letter about why it is not substantially completed and a schedule prior to filing for the final plat.

Development and Construction Bonds.

Public Works started handling the bonds. For the last two years we have changed the requirement of when the bonds are due. Developers are always commenting that the City wants so much bonded up front and the proposed legislation breaks portions of the development into different bonds. We are working hard to make everything black and white that all developers must follow, and it is clear.

Mr. Morton advised that a water modeling and upsizing water main ordinance will be on a future agenda.

Mr. Wagner asked if all of this will streamline the process for developers and did, they ask for this or is this what the City wants. Mr. Morton replied that it was both as he has listened to the good and bad from developers over the years. These bonds are in phases to help free up funds for the developers.



Project Reviews

Mr. Morton reported that following an inspection by a structural engineer, we can now move forward with the roof at the Police Department and the adjoining strip center. It did come in over budget; however, we need a roof on it now that should last 25 to 30 years.

The water distribution engineering and design work involves five different areas where we need to replace water lines. Senate Drive, Garver Road, Northwestern Avenue, State Route 4, and Breaden Drive.

Mrs. McElfresh asked about the water line on Butler-Warren Road. Mr. Morton advised a 12 line was just installed from Mason Road to the Stony Brook Subdivision along with an emergency connection with Warren County.

Referring to the roof, Mr. Wagner asked where the overage will come from to pay for this roof. Mr. Burton explained that \$500,000 was budgeted and we also had a \$400,000 state capital grant for the strip center portion. We also had money unspent from the budget last year.

Mr. Morton shared with the Committee the renderings of the proposed public works facility.

The Public Works Committee meeting adjourned at 6:03 p.m.

Respectfully submitted,

Angela S. Wasson, MMC
Clerk of Council

EQUIPMENT PURCHASE RECOMMENDATION

Storm Sewer Cleaning Equipment Replacement - City of Monroe Water & Stormwater Divisions

EXECUTIVE SUMMARY

The Water and Stormwater Divisions are requesting committee approval to move forward to the entire council to approve and purchase a replacement storm sewer cleaning truck. We recommend the Vactor 2100i Sewer Cleaner from Environmental Products Group at \$488,125.67. This recommendation is based on critical operational needs, cost-effectiveness analysis, and the deteriorating condition of our existing equipment. The Finance Director uses available cash reserves to support this purchase through the Stormwater Fund.

CURRENT EQUIPMENT STATUS

Our existing storm sewer cleaning truck, purchased five years ago for \$90,000, has reached a critical maintenance threshold requiring **\$45,000 in immediate repairs**. This repair cost represents:

- **50% of the original purchase price**
- **Equivalent to 5 additional years of typical maintenance costs**
- **No guarantee against future major failures**

Given the equipment's age, accumulated wear, and the required repair investment, maintaining **this unit is not financially prudent**. The repair costs would likely be followed by additional major expenses as other components reach end-of-life, creating an ongoing cycle of expensive emergency repairs.

OPERATIONAL CRITICALITY

This equipment serves as a **vital asset for both Water and Stormwater Divisions** with continuous operational demands:

Storm Sewer Operations:

- **Emergency Response:** Essential for addressing storm drain blockages and debris removal
- **Preventive Maintenance:** Regular cleaning schedules to prevent system failures
- **Regulatory Compliance:** Required for maintaining EPA and state stormwater quality standards
- **Flood Prevention:** Critical for maintaining proper storm water flow and drainage
- **Infrastructure Protection:** Prevents costly storm drain damage through proactive cleaning

Watermain Repair Operations:

- **Constant utilization** for watermain repair scenarios throughout the city
- **Safe utility excavation:** Critical for working around dense fiber optic networks in rights-of-way
- **Risk mitigation:** Prevents costly damage to fiber utilities and other underground infrastructure
- **Precision digging:** Hydro excavation capability allows safe exposure of utilities without mechanical damage
- **Emergency water repairs:** Essential for rapid response to water system failures

The proliferation of fiber utilities in Monroe's rights-of-way has made traditional mechanical excavation extremely risky and costly. Fiber optic damage can result in:

- **Service interruptions** affecting residents and businesses
- **Expensive repair costs** often exceeding \$10,000+ per fiber cut
- **Legal liability** for utility damage claims
- **Project delays** while damaged utilities are repaired

Equipment downtime directly impacts public safety and service delivery, making reliable, modern equipment with hydro excavation capability essential for daily operations.

PROCUREMENT ANALYSIS

Three competitive quotes were obtained and thoroughly analyzed:

Vendor	Equipment	Price	Key Advantages
Best Equipment Company	Vac-Con V390LHAG	\$495,000.00	Higher water pressure (3,000 PSI)
Environmental Products Group	Vactor 2100i (Quote 1)	\$497,477.00	Advanced features, 2026 chassis
Environmental Products Group	Vactor 2100i (Quote 2)	\$488,125.67 ✓	Best value, Sourcewell pricing

RECOMMENDATION: VACTOR 2100i - \$488,125.67

Financial Justification

- **Lowest total cost** among all competitive options
- **\$6,874 savings** compared to nearest competitor
- **Sourcewell contract pricing** ensures competitive procurement compliance
- **Immediate cost avoidance** of \$45,000 in repairs to existing equipment

Technical Superiority

- **25% larger debris capacity** (10 vs 9 cubic yards) = fewer dump cycles
- **60% higher flow rate** (80 GPM vs 50 GPM) = faster job completion
- **33% more hose capacity** (800' vs 600') = greater reach and efficiency
- **Advanced wireless control system** with LCD display for operator safety

Operational Benefits

- **Reduced downtime** through modern, reliable equipment
- **Improved efficiency** with higher capacity and flow rates
- **Enhanced safety features** including wireless controls and camera systems
- **Cold weather package** for year-round operation
- **Hydro excavation capability** for utility location and gentle digging

Critical Utility Protection Features

- **Hydro Excavation Kit included:** Lances with shields, specialized nozzles, storage tray, vacuum tube
- **Precision water cutting:** Safely exposes utilities without mechanical damage
- **Immediate debris removal:** Vacuum system removes spoils as excavation progresses
- **Fiber optic protection:** Eliminates risk of costly fiber cuts during watermain repairs
- **Reduced liability:** Minimizes potential utility damage claims and service disruptions

Service and Support

Environmental Products Group provides:

- **Local service support** with multiple regional locations
- **Factory-trained technicians** for expert maintenance
- **Extensive parts inventory** for minimal downtime
- **Mobile service capabilities** for field repairs
- **Comprehensive warranty coverage**

FINANCING AND TIMELINE STRATEGY

Finance Director Recommendation

The Finance Director recommends purchasing this equipment with cash from the Stormwater Fund rather than financing, providing significant advantages:

- ✓ **No interest costs** - Eliminates financing charges over loan term
- ✓ **Full ownership** - Immediate asset ownership without liens
- ✓ **Simplified procurement** - No loan approval or credit processes required
- ✓ **Fund capacity confirmed** - Stormwater Fund has sufficient cash reserves

Cash Purchase Benefits

Purchase Option	Purchase Price	Total Cost After Interest	Interest Savings
Cash Purchase	\$488,125.67	\$488,125.67	\$0
3-Year Financing	\$488,125.67	\$532,983.39	\$44,857.72
5-Year Financing	\$488,125.67	\$563,648.05	\$75,522.38
7-Year Financing	\$488,125.67	\$595,822.64	\$107,696.97

*Based on Best Equipment financing terms - Environmental Products Group financing not provided

Cash purchase saves between \$44,858 and \$107,697 compared to financing options.

Implementation Timeline

Phase	Timeline	Action Required
2025 Q3	July-September	Committee and Council approval, purchase order
2025 Q4	October-December	Equipment specification finalization and production start
2026 Q1-Q2	January-June	Manufacturing and quality testing (8-12 month build)

Phase	Timeline	Action Required
2026 Q2-Q3	April-September	Delivery and payment due
2026 Q3	July-September	Training and equipment commissioning

Why 2025 Approval is Critical

- **8-12 month manufacturing lead time** requires immediate order placement
- **Production scheduling** ensures 2026 delivery before current equipment fails completely
- **Budget planning** allows Stormwater Fund to maintain appropriate reserves
- **Operational continuity** prevents service interruptions during transition

COST-BENEFIT ANALYSIS

Option	Initial Cost	5-Year Total Cost	Operational Risk
Repair Current Equipment	\$45,000	\$45,000 + ongoing repairs	HIGH - Continued breakdowns expected
Purchase New Vactor 2100i (Cash)	\$488,125.67	\$488,125.67 + minimal maintenance	LOW - New equipment reliability

Return on Investment:

- **Avoided repair costs:** \$45,000 immediately
- **Avoided financing costs:** \$44,858-\$107,697 over equipment life
- **Prevented utility damage:** Estimated \$50,000+ annually in avoided fiber cuts and utility claims
- **Reduced operational disruption:** Estimated \$25,000+ annually in emergency response capability
- **Increased efficiency:** 25-30% productivity improvement through enhanced specifications
- **Extended service life:** 8-10 years vs. continued deterioration of current equipment

STORMWATER FUND IMPACT

Fund Capacity Analysis

- **Current fund balance:** Sufficient to support \$488,125.67 expenditure
- **Payment timing:** 2026 delivery allows current budget year to maintain reserves
- **Operational impact:** Equipment serves stormwater infrastructure directly
- **Cost recovery:** Stormwater fees support infrastructure investments
- **Cross-division usage:** Benefits both water and stormwater operations

Justification for Stormwater Fund Usage

- ✓ **Direct operational benefit** to stormwater management systems
 - ✓ **Regulatory compliance** for stormwater quality requirements
 - ✓ **Infrastructure protection** prevents costly storm drain repairs
 - ✓ **Emergency response capability** for storm-related blockages
 - ✓ **Utility protection** reduces risk of expensive damage during stormwater projects
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IMPLEMENTATION RECOMMENDATION

We recommend committee approval to move forward to Council for approval and procurement of the Vactor 2100i Sewer Cleaner from Environmental Products Group for the following reasons:

- ✓ **Lowest cost option** with superior specifications
- ✓ **Cash purchase eliminates financing costs** - saves \$44,858-\$107,697
- ✓ **Stormwater Fund capacity confirmed** by Finance Director
- ✓ **Critical utility protection** - prevents costly fiber optic damage during water main repairs
- ✓ **Immediate relief** from costly repairs and downtime
- ✓ **Enhanced operational capability** for both divisions
- ✓ **Timeline allows proper planning** for the 2026 budget impact
- ✓ **Compliance with procurement standards** through the Sourcewell contract

Action Required: Committee approval to forward to Council for final approval and equipment order placement to ensure 2026 delivery and maintain operational continuity.

This investment will provide reliable, efficient service for the next 8-10 years while immediately resolving our current equipment crisis, protecting valuable utility infrastructure from damage, and avoiding both the poor financial decision of investing \$45,000 in repairs to aging equipment and the unnecessary expense of equipment financing.