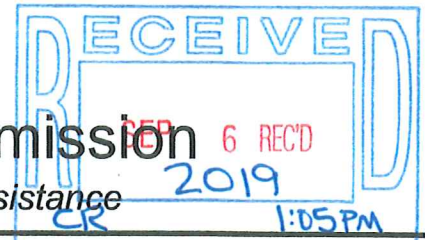




State of Ohio
Public Works Commission
Application for Financial Assistance



IMPORTANT: Please consult "Instructions for Financial Assistance for Capital Infrastructure Projects" for guidance in completion of this form.

Applicant

Applicant: Village of Kelleys Island Subdivision Code: 043-39662
 District Number: 5 County: Erie Date: 08/22/2019
 Contact: Brandon Evans, Water Superintendent Phone: (419) 746-2555
 (The individual who will be available during business hours and who can best answer or coordinate the response to questions)
 Email: bevans_water@outlook.com FAX: _____

Project

Project Name: Water Tower Rehab Project Zip Code: 43437

Subdivision Type	Project Type	Funding Request Summary
(Select one)	(Select single largest component by \$)	(Automatically populates from page 2)
<input type="checkbox"/> 1. County	<input type="checkbox"/> 1. Road	Total Project Cost: <u>245,000</u> .00
<input type="checkbox"/> 2. City	<input type="checkbox"/> 2. Bridge/Culvert	1. Grant: <u>122,500</u> .00
<input type="checkbox"/> 3. Township	<input checked="" type="checkbox"/> 3. Water Supply	2. Loan: <u>122,500</u> .00
<input checked="" type="checkbox"/> 4. Village	<input type="checkbox"/> 4. Wastewater	3. Loan Assistance/ Credit Enhancement: <u>0</u> .00
<input type="checkbox"/> 5. Water (6119 Water District)	<input type="checkbox"/> 5. Solid Waste	Funding Requested: <u>245,000</u> .00
	<input type="checkbox"/> 6. Stormwater	

District Recommendation (To be completed by the District Committee)

Funding Type Requested	SCIP Loan - Rate: _____ % Term: _____ Yrs	Amount: _____ .00
(Select one)		
<input type="checkbox"/> State Capital Improvement Program	RLP Loan - Rate: _____ % Term: _____ Yrs	Amount: _____ .00
<input type="checkbox"/> Local Transportation Improvement Program	Grant:	Amount: _____ .00
<input type="checkbox"/> Revolving Loan Program	LTIP:	Amount: _____ .00
<input type="checkbox"/> Small Government Program	Loan Assistance / Credit Enhancement:	Amount: _____ .00
District SG Priority: _____		

For OPWC Use Only

STATUS: _____	Grant Amount: _____ .00	Loan Type: <input type="checkbox"/> SCIP <input type="checkbox"/> RLP
Project Number: _____	Loan Amount: _____ .00	Date Construction End: _____
	Total Funding: _____ .00	Date Maturity: _____
Release Date: _____	Local Participation: _____ %	Rate: _____ %
OPWC Approval: _____	OPWC Participation: _____ %	Term: _____ Yrs

1.0 Project Financial Information (All Costs Rounded to Nearest Dollar)

1.1 Project Estimated Costs

Engineering Services

Preliminary Design:	_____	.00	
Final Design:	_____	.00	
Construction Administration:	<u>12,000</u>	.00	
Total Engineering Services:	a.)	<u>12,000</u>	.00 <u>5</u> %
Right of Way:	b.)	_____	.00
Construction:	c.)	<u>233,000</u>	.00
Materials Purchased Directly:	d.)	_____	.00
Permits, Advertising, Legal:	e.)	_____	.00
Construction Contingencies:	f.)	_____	.00 <u>0</u> %
Total Estimated Costs:	g.)	<u>245,000</u>	.00

1.2 Project Financial Resources

Local Resources

Local In-Kind or Force Account:	a.)	_____	.00
Local Revenues:	b.)	_____	.00
Other Public Revenues:	c.)	_____	.00
ODOT / FHWA PID: _____	d.)	_____	.00
USDA Rural Development:	e.)	_____	.00
OEPA / OWDA:	f.)	_____	.00
CDBG:	g.)	_____	.00
<input type="checkbox"/> County Entitlement or Community Dev. "Formula"			
<input type="checkbox"/> Department of Development			
Other: _____	h.)	_____	.00
Subtotal Local Resources:	i.)	<u>0</u>	.00 <u>0</u> %

OPWC Funds (Check all requested and enter Amount)

Grant: <u>50</u> % of OPWC Funds	j.)	<u>122,500</u>	.00
Loan: <u>50</u> % of OPWC Funds	k.)	<u>122,500</u>	.00
Loan Assistance / Credit Enhancement:	l.)	<u>0</u>	.00
Subtotal OPWC Funds:	m.)	<u>245,000</u>	.00 <u>100</u> %
Total Financial Resources:	n.)	<u>245,000</u>	.00 <u>100</u> %

1.3 Availability of Local Funds

Attach a statement signed by the Chief Financial Officer listed in section 5.2 certifying all local resources required for the project will be available on or before the earliest date listed in the Project Schedule section. The OPWC Agreement will not be released until the local resources are certified. Failure to meet local share may result in termination of the project. Applicant needs to provide written confirmation for funds coming from other funding sources.

2.0 Repair / Replacement or New / Expansion

2.1 Total Portion of Project Repair / Replacement:	_____ 245,000 .00	_____ 100 %
2.2 Total Portion of Project New / Expansion:	_____ 0 .00	_____ 0 %
2.3 Total Project:	_____ 245,000 .00	_____ 100 %

A Farmland Preservation letter is required for any impact to farmland

3.0 Project Schedule

3.1 Engineering / Design / Right of Way	Begin Date: _____	End Date: _____
3.2 Bid Advertisement and Award	Begin Date: <u>01/01/2020</u>	End Date: <u>07/01/2020</u>
3.3 Construction	Begin Date: <u>09/01/2020</u>	End Date: <u>12/31/2020</u>

Construction cannot begin prior to release of executed Project Agreement and issuance of Notice to Proceed.

Failure to meet project schedule may result in termination of agreement for approved projects. Modification of dates must be requested in writing by project official of record and approved by the Commission once the Project Agreement has been executed.

4.0 Project Information

If the project is multi-jurisdictional, information must be consolidated in this section.

4.1 Useful Life / Cost Estimate / Age of Infrastructure

Project Useful Life: 12 Years Age: 1930 (Year built or year of last major improvement)

Attach Registered Professional Engineer's statement, with seal or stamp and signature confirming the project's useful life indicated above and detailed cost estimate.

4.2 User Information

Road or Bridge: Current ADT _____ Year _____ Projected ADT _____ Year _____

Water / Wastewater: Based on monthly usage of 4,500 gallons per household; attach current ordinances.

Residential Water Rate Current \$ 100.69 Proposed \$ 100.69

Number of households served: 598

Residential Wastewater Rate Current \$ _____ Proposed \$ _____

Number of households served: 0

Stormwater: Number of households served: 0

4.3 Project Description

- A: SPECIFIC LOCATION (Supply a written location description that includes the project termini; a map does not replace this requirement.) 500 character limit.

The proposed project will rehab the Village's existing water tower located at the corner of Division and Chappell Streets.

- B: PROJECT COMPONENTS (Describe the specific work to be completed; the engineer's estimate does not replace this requirement) 1,000 character limit.

The Village has received a notice of violation from Ohio EPA due to the condition of the water tower (see attached EPA correspondence). It was noted that the tower is corroded and has cables and antennas hanging from it that can make the tower unstable, creating a safety hazard. The proposed project will correct these deficiencies by coating and painting the interior and exterior of the tower; make ladder, hatch, venting, railings and pitting spot repairs; removing obsolete equipment and replacing rivets and a mixer.

- C: PHYSICAL DIMENSIONS (Describe the physical dimensions of the existing facility and the proposed facility. Include length, width, quantity and sizes, mgd capacity, etc in detail.) 500 character limit.

The existing tower is a 50,000 gallon elevated water storage tank.

5.0 Project Officials

Changes in Project Officials must be submitted in writing from an officer of record.

5.1 Chief Executive Officer (Person authorized in legislation to sign project agreements)

Name: Ron Ehrbar
Title: Mayor
Address: 121 Addison Street

City: Kelleys Island State: OH Zip: 43437
Phone: (419) 746-2535
FAX:
E-Mail: mayor@kelleysisland.us

5.2 Chief Financial Officer (Can not also serve as CEO)

Name: Claudia M Brown
Title: Clerk-Treasurer
Address: 121 Addison Street

City: Kelleys Island State: OH Zip: 43437
Phone: (419) 746-2535
FAX:
E-Mail: clerk@kelleysisland.us

5.3 Project Manager

Name: Brian Bisson
Title: Project Manager
Address: CT Consultants
433 N Summit Street, Suite 601
City: Toledo State: OH Zip: 43604
Phone: (419) 469-5454
FAX: (419) 241-2291
E-Mail:

6.0 Attachments / Completeness review

Confirm in the boxes below that each item listed is attached (Check each box)

- A certified copy of the legislation by the governing body of the applicant authorizing a designated official to sign and submit this application and execute contracts. This individual should sign under 7.0, Applicant Certification, below.
- A certification signed by the applicant's chief financial officer stating the amount of all local share funds required for the project will be available on or before the dates listed in the Project Schedule section. If the application involves a request for loan (RLP or SCIP), a certification signed by the CFO which identifies a specific revenue source for repaying the loan also must be attached. Both certifications can be accomplished in the same letter.
- A registered professional engineer's detailed cost estimate and useful life statement, as required in 164-1-13, 164-1-14, and 164-1-16 of the Ohio Administrative Code. Estimates shall contain an engineer's seal or stamp and signature.
- A cooperative agreement (if the project involves more than one subdivision or district) which identifies the fiscal and administrative responsibilities of each participant.
- Farmland Preservation Review - The Governor's Executive Order 98-IV, "Ohio Farmland Protection Policy" requires the Commission to establish guidelines on how it will take protection of productive agricultural and grazing land into account in its funding decision making process. Please include a Farm Land Preservation statement for projects that have an impact on farmland.
- Capital Improvements Report. CIR Required by O.R.C. Chapter 164.06 on standard form.
- Supporting Documentation: Materials such as additional project description, photographs, economic impact (temporary and/or full time jobs likely to be created as a result of the project), accident reports, impact on school zones, and other information to assist your district committee in ranking your project. Be sure to include supplements which may be required by your local District Public Works Integrating Committee.

7.0 Applicant Certification

The undersigned certifies: (1) he/she is legally authorized to request and accept financial assistance from the Ohio Public Works Commission as identified in the attached legislation; (2) to the best of his/her knowledge and belief, all representations that are part of this application are true and correct; (3) all official documents and commitments of the applicant that are part of this application have been duly authorized by the governing body of the applicant; and, (4) should the requested financial assistance be provided, that in the execution of this project, the applicant will comply with all assurances required by Ohio Law, including those involving Buy Ohio and prevailing wages.

Applicant certifies that physical construction on the project as defined in the application has NOT begun, and will not begin until a Project Agreement for this project has been executed with the Ohio Public Works Commission. Action to the contrary will result in termination of the agreement and withdrawal of Ohio Public Works Commission funding from the project.

Ron Ehrbar, Mayor

Certifying Representative (Printed form, Type or Print Name and Title)

 9-6-2019

Original Signature / Date Signed

COUNCIL CHAMBER
VILLAGE OF KELLEYS ISLAND, OHIO

RESOLUTION NO.: 2019-R- 6

INTRODUCED BY: MAYOR RONALD E EHRBAR

A RESOLUTION AUTHORIZING THE MAYOR OF THE VILLAGE OF KELLEYS ISLAND, OHIO TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT, TO EXECUTE CONTRACTS AND DECLARING AN EMERGENCY.

WHEREAS, the State Capital Improvement provides financial assistance to political subdivisions for capital improvements to public infrastructure; and

WHEREAS, the Village of Kelleys Island needs to make capital improvements to their water distribution and storage facilities; and

WHEREAS, the infrastructure improvement herein above described is considered to be a priority need for the community and is a qualified project under the OPWC programs.

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE VILLAGE OF KELLEYS ISLAND, STATE OF OHIO, AND COUNTY OF ERIE AS FOLLOWS:

SECTION 1. The Village of Kelleys Island does hereby authorize the Mayor to make application to the OPWC for funding as described above.

SECTION 2. That the Mayor of the Village of Kelleys Island is authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

SECTION 3. That it is found and determined that all formal actions of the Council of Kelleys Island concerning and relating to the adoption of this Resolution were adopted in an open meeting of such body, and that all deliberations of the Council of the Village of Kelleys Island and any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

SECTION 4. That this Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and welfare of the inhabitants of the Village of Kelleys Island, and for the further reason that immediate water storage improvements be made at the earliest possible time is necessary in order to protect the health of the residents of the Village by providing adequate and reliable water distribution; therefore, this resolution shall take effect and be in force immediately after its passage.

DATED THIS EIGHTH DAY OF AUGUST, 2019.


MAYOR RONALD E EHRBAR

ATTEST:


CLAUDIA M. BROWN, Clerk-Treasurer

**CHIEF FINANCIAL OFFICER'S CERTIFICATION OF LOCAL FUNDS /
LOAN REPAYMENT LETTER**

August 26, 2019

I, Claudia Brown, Clerk Treasurer of the Village of Kelleys Island, hereby certify that the Village of Kelleys Island will collect the amount of \$122,500 in the water fund and that this amount will be used to repay the Ohio Public Works Commission SCIP or RLP loan requested for the Water Tower Rehab Project over a 10 year term.

Claudia Brown

Claudia Brown, Clerk-Treasurer



Computed By: BTB
 Checked By: _____
 Page: _____
 Location: _____
 Subject: _____
 Job Number: 170648

Kelleys Island
Opinion of Probable Cost

No.	Description	Quantity	Material	Labor	Totals
	50,000 gallon elevated tank repaint				
1	Interior Coating System	LS	\$30,000	\$30,000	\$60,000
2	Exterior Coating System	LS	\$30,000	\$30,000	\$60,000
3	Ladder	1	\$15,000	\$5,000	\$20,000
4	Hatch	2	\$4,000	\$6,000	\$20,000
5	Vent	1	\$3,000	\$2,000	\$5,000
6	Railing	LS	\$5,000	\$3,000	\$8,000
7	Pitting spot repair	20	\$25	\$25	\$1,000
8	Rivet replacement	20	\$50	\$50	\$2,000
9	Mixer	1	\$10,000	\$2,000	\$12,000
10	Lettering	LS	\$6,000	\$4,000	\$10,000
11	Dixon inspection	LS			\$25,000
	SUB-TOTAL				\$223,000
	PERMITS, BONDS & CONTINGENCY (10%)				\$22,000
	TOTAL PROJECT COST				\$245,000

Estimate assumes blasting of exterior not required and containment not required.



Brian T. Bisson
9/6/2019



August 19, 2019

ENGINEER'S USEFUL LIFE CERTIFICATE
FOR
VILLAGE OF KELLEYS ISLAND
ELEVATED WATER TANK REPAINTING PROJECT

CT Consultants, Inc., Consultant for the Village of Kelleys Island, Ohio, Elevated Water Tank Repainting Project, certifies that said project shall be designed with an estimated useful life of twelve (12) years. The elevated tank repainting project will be located on Kelleys Island. The subject tank is owned and operated by the Village of Kelleys Island.

CT Consultants, Inc.

Brian T. Bisson

Brian T. Bisson, P.E.



FARMLAND PRESERVATION REVIEW LETTER

**FARMLAND PRESERVATION REVIEW
FOR THE OHIO PUBLIC WORKS COMMISSION**

Village of Kelleys Island Water Tower Rehabilitation

September 3, 2019

This review is to comply with Farmland Preservation Review Advisory of the Ohio Public Works Commission and the Governor's Executive Order 98-IV. This review was accomplished by the Village of Kelleys Island.

1. The immediate impact the project will have on productive agricultural and grazing land related to land acquisition.

None. There is no land acquisition associated with the proposed project.

2. Indirect impact that will result in the loss of productive agricultural and grazing land from development related to the project.

None. The proposed project is not anticipated to contribute to development in the Village.

3. Mitigation measures that could be implemented when alternative sites or locations are not feasible.

No mitigation is required as no impacts to farmland exist.



Ron Ehrbar, Mayor



John R. Kasich, Governor
Mary Taylor, Lt. Governor
Craig W. Butler, Director

NOTICE OF VIOLATION

May 8, 2018

Re: Kelleys Island Village
Notice of Violation
Drinking Water Program
Erie County
PWS ID OH2201111

Mr. Arden Cooper, Mayor
Village of Kelleys Island
121 Addison Street
P.O. Box 726
Kelleys Island, Ohio 43438

Subject: Sanitary Survey – Facility ID# 2253913, COMM

Dear Mr. Cooper:

On April 17, 2018, I conducted a sanitary survey of the Kelleys Island Village's public water system. The purpose of our inspection was to determine your facility's compliance with Ohio's drinking water laws as found in Chapter 6109 of the Ohio Revised Code (ORC) and Chapter 3745 of the Ohio Administrative Code (OAC). Our inspection included a review of records associated with facility operations.

During the inspection Ohio EPA observed the following violations of Chapter 6109 of the ORC and Chapter 3745 of the OAC.

SIGNIFICANT DEFICIENCY

During the sanitary survey inspection, a significant deficiency was identified. In accordance with OAC rules 3745-81-60 and 3745-81-61, your public water system shall respond in writing within thirty days of the date of this letter indicating how and on what schedule the public water system will address the following significant deficiencies. Whenever feasible, a public water system shall correct a significant deficiency within thirty days of notification. When a public water system is not able to complete a corrective action for a significant deficiency within thirty days, the system shall submit a plan within thirty days of the date of the notice of violation with a schedule for completing corrective actions and correct the significant deficiency according to the schedule accepted by the director. Consultation with your Ohio EPA district office representative prior to submitting a plan is encouraged.

1. In accordance with OAC Rule 3745-83-01(H)(1), "The owner and operator shall ensure that all facilities and equipment necessary for the treatment and distribution of water shall be maintained, at a minimum so as to function as intended."
 - (a) The raw water turbidimeter was not working the day of the survey. This meter is a crucial component of the water system.
 - (b) Install a new raw water turbidimeter, since parts are not available for the old turbidimeter. Provide a photo of the new raw water turbidimeter as proof to resolve the violation.

Mr. Arden Cooper
May 8, 2018
Page 2

2. In accordance with OAC Rule 3745-83-01(H)(2) In the event that the treatment facilities or equipment no longer function as intended, corrective action (which may include additional maintenance or modifications of the public water system) shall be taken by the owner.
 - (a) The turbidimeters on each filter and on the combined filter effluent are the original meters when the water plant was built. According to the operators, parts are no longer available for these meters. The meters are a crucial component of the water system and need to be reliable.
 - (b) Provide a schedule for replacing all of the turbidimeters.

3. In accordance with OAC Rule 3745-83-01(H)(2) In the event that the treatment facilities or equipment no longer function as intended, corrective action (which may include additional maintenance or modifications of the public water system) shall be taken by the owner.
 - (a) The Tonka Units filter have the original media which was installed in 2001. The filtration is a tri-media with an anthracite cap. At the time of the survey, the layer of pressure sand was seen from the top of the filters. The pressure sand showing is an indication the anthracite layer of the pressure filters is being washed away.
 - (b) The village was provided a quote from A & N Construction, Inc. on June 8, 2017, which outlined installing media in all three (3) Tonka Tanks. Have the media install in accordance with plan approval dated 2001 and be sure to have a sieve analyses performed before the media is installed. Provide a schedule of when the village will have the three (3) Tonka Tanks reconditioned.

Failure to correct a significant deficiency violation in accordance with a schedule accepted by the Director represents a treatment technique violation and the water system would be required to issue a Tier 2 public notice to their water consumers.

VIOLATIONS

The following violations of Ohio's safe drinking water laws and rules were observed. In accordance with OAC rule 3745-81-60, your public water system shall respond in writing within thirty days of the date of this letter indicating how and on what schedule the public water system will address the following violations and correct the violations according to a schedule accepted by the director.

1. In accordance with OAC Rule 3745-83-01(H)(2) In the event that the treatment facilities or equipment no longer function as intended, corrective action (which may include additional maintenance or modifications of the public water system) shall be taken by the owner.
 - (a) The three (3) Tonka Units have excessive corrosion and are in need of repair.
 - (b) The village was provided a quote from A & N Construction, Inc. on June 8, 2017, which outlined the reconditioning all three (3) Tonka Tanks. Provide photos showing the repairs being made as proof of resolving the violation.

2. In accordance with OAC Rule 3745-83-01(H)(1), "The owner and operator shall ensure that all facilities and equipment necessary for the treatment and distribution of water shall be maintained, at a minimum so as to function as intended."

Mr. Arden Cooper
May 8, 2018
Page 3

- 2020
- (a) The elevated tower is corroded and has cables and antennas that are no longer used are hanging off it. This excessive weight can make the tower unstable.
 - (b) The village was provided a quote from PTTG on June 8, 2017, which outlined the reconditioning of the elevated tower. Provide a schedule of when the village will have the elevated tower reconditioned.

3. In accordance with OAC Rule 3745-85-01(D) "Contents of contingency plan. The contingency plan shall contain the following: (8) A description of a process for the provision of water to support the drinking water needs (a minimum of one gallon per person per day) of affected persons within twenty-four hours of an incident where the public water system is not capable of providing water through its distribution system. (10) A description of the process used to determine the list of critical users."

- (a) The contingency plan was missing the description of the process of how water was being delivered to the consumers on the island. A description of how the critical water users was determined was also missing. Several of the phone numbers and 24-hour phone numbers were missing in various location in the plan.
- (b) Correct the missing information in the contingency plan. Notify our office in writing the missing information has been corrected.

If you have already resolved the violations listed above, thank you, and please provide documentation supporting compliance. If you have not yet addressed the violations, please submit a compliance plan on how the system plans to correct the violations cited above. Documentation of steps taken to return to compliance includes written correspondence, updated policies, and photographs, as appropriate, and may be submitted via the postal service or electronically to jill.schiefer@epa.ohio.gov.

Failure to comply with Chapter 6109 of the Ohio Revised Code and rules promulgated thereunder may result in an administrative or civil penalty. If circumstances delay resolution of violations, Kelley's Island Village shall submit written correspondence describing the steps that will be taken and dates when compliance will be achieved.

Please note that the submission of any requested information to respond to this letter does not constitute waiver of the Ohio EPA's authority to seek administrative or civil penalties as provided in Section 6109.23 and 6109.33 of the Ohio Revised Code.

A copy of the checklists/forms that we completed as a result of the inspection and additional information (e.g. photographs, sampling results, comments, recommendations, etc.) to aid your water system will be sent to you in a separate letter.

Mr. Arden Cooper
May 8, 2018
Page 4

If you have any questions regarding this letter, or any other matter involving your water system, please feel free to contact me (419) 373-3089 or via email at jill.schiefer@epa.ohio.gov.

Sincerely,



Jill A. Schiefer
Environmental Specialist II
Division of Drinking and Ground Waters

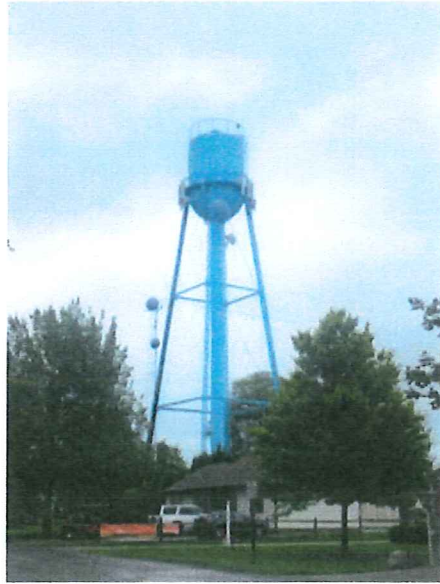
/wla

pc: Ron Ehrbar, President of Village Council
Erie County Health Department
DDAGW-NWDO

ec: Brandon Evans, ORC
Greg Ritchie, Chairman of Finance Committee
Paul G. Brock, PE, Engineering Supervisor, DDAGW-NWDO

MAPS







Village of Kelleys Island
Water Tower Rehabilitation
Project Description

The Village of Kelleys Island currently owns and operates a water treatment and distribution system that serves its residents. The Village has received a notice of violation from the Ohio EPA due to the condition of the existing water tower. It was noted that the tower is corroded and has cables and antennas hanging from it that can make the tower unstable creating a safety hazard. This condition would also contribute to the interruption of water service should the tower fail. The Village has agreed to a schedule to rehabilitate the tower by October 2020. The proposed project will correct the noted deficiencies by coating and painting the interior and exterior of the tower; make ladder, hatch, venting, railing and pitting spot repairs and replacing rivets; removing obsolete equipment and replacing the mixer.

The Village currently provides water service to 598 residential customers, of which approximately 150 are full time residents of the Village. All residential connections are billed the same and seasonal residents receive a minimum monthly bill during the entire year. The monthly water bill for 4,500 gallons of water usage is \$100.69. This is an extremely important project for the Village due to the health and safety concerns associated with the current condition and continued corrosion of the tower as well as the potential for service disruption. The Village proposes to contribute \$122,500 or 50% local match towards the project through an OPWC loan.

Mayor's Office - Mayor Ronald E. Ehrbar

Village of Kelleys Island
P.O.Box 469, 121 Addison Street
Kelleys Island, Ohio 43438
(419) 746-2535 fax: (419) 746-9595
mayor@kelleysisland.us

Village Certification for Age of Infrastructure Improvements

Please accept this letter as certification that no improvements have taken place on the water tower, located at the intersection of Division and Chappel Streets, since my term began as Council Member on January 1, 2016. I further certify that no improvements have been made to the water tower during my tenure as Mayor of Kelleys Island from September 30, 2018.



Ronald E. Ehrbar, Mayor

Revised: April 23, 2019

Supplemental Application Instructions

Prerequisites for Project Consideration

Manner of submittal items:

- 1) Must be one-sided, 8.5" x 11".
- 2) No dividers or cover sheets (a summary sheet may be submitted with "other documentation").
- 3) No Binding. A binder clip, folder, punch-less binder (has a clamp that holds papers together) are OK. No staples.

Format of application:

- 1) All must be in whole dollars (no cents).
- 2) Cannot use all caps.
Page 4 of application must contain relevant information about project and not "see attached". If it will not fit in space provided, list what will fit and attach one supplement document to complete the information.
- 3) Page 3 must designate households or ADT ONLY for the direct area of the infrastructure. (Cannot count downstream or system users). Majority infrastructure type determines how project is scored when there are multiple components.

Order and completeness of items:

- 1) ___ OPWC six page application
- 2) ___ Authorizing Legislation authorizing CEO to enter into agreements with OPWC.
- 3) ___ Certification of funds/Loan Repayment following sample provided.
- 4) ___ A registered professional engineer's detailed cost estimate and useful life statement with seal or stamp and signature
- 5) ___ Co-operative Agreement (if applicable)
- 6) ___ Farmland Preservation Review (or statement that there is no impact to farmland such as that on questionnaire).
- 7) ___ Findings and Orders, Traffic Count, Job Creation or Retention and any other items to support scoring.
- 8) Other items
 - a. Maps
 - b. Pictures
 - c. Summary Sheet
 - d. Letters supporting project
 - e. Any other items deemed relevant to the project.
- 9) ___ Completed District 5 Capital Improvements Project questionnaire and completed priority rating sheet.

Project Cost Overruns/Changes in Scope Procedure

- 1) The applicant will prepare an amended application including a revised budget, revised engineering estimate, and a detailed explanation of the change(s) requested.
- 2) The amendment is due to the District 5 Liaison thirty days in advance of the date of the scheduled District 5 Executive Committee Meeting.

Revolving Loan Prioritization

- 1) RLP funds are funds repaid from previous loans. The money can only be used for loans. No grants may be made with the funds.
- 2) The interest rate for RLP Loans is established by the Executive committee at zero percent per year for the useful life of the improvement.

- 3) RLP Loans will be offered to projects based on the ranking of projects on the SCIP Slate. Consideration will be given to projects in order until the RLP funds are expended.

Evaluation Questionnaire and Priority Rating Sheet

- 1) Each application to District 5 shall be rated using the District 5 Capital Improvements Project Questionnaire and Priority Rating Sheet as adopted by the District 5 Executive Committee.
- 2) For Villages and Township with populations less than 5,000 special attention is called to the potential eligibility for Small Government Funding consideration. The scoring for the Small Government Program is established and implemented by the Ohio Public Works Commission. This program has an additional set of Evaluation Methodology. Each applicant should familiarize themselves with this methodology when planning your project funding request. If your project is not selected for District Funding each applicant under 5,000 in population will be considered for selection as a potential Small Government Project.

**DISTRICT 5
CAPITAL IMPROVEMENT PROJECTS
QUESTIONNAIRE
ROUND 34**

Name of Applicant: Village of Kelleys Island
Project Title: Water Tower Rehab Project

The following questions are to be answered for each application submitted for State Issue II SCIP, LTIP and Loan Projects. Please provide specific information using the best documentation available to you. Justification of your responses to these questions will be required if your project is selected for funding, so please provide correct and accurate responses. **Communities and Townships under 5,000 in population should also complete the Small Government Criteria.**

1. What percentage of the project in repair A= 100%, replacement B= %, expansion C= %, and new D= %? (Use dollar amounts of project to figure percentages and make sure the total equals one hundred(100) percent) A+B= 100% C+D= %

Repair/Replacement = Repair or Replacement of public facilities owned by the government (any subdivision of the state).

New/Expansion = Replacement of privately owned wells, septic systems, private water or wastewater systems, etc.

2. Give the physical condition rating:

Closed or Not Operating: The condition is unusable, dangerous and unsafe. The primary components have failed. The infrastructure is not functioning at all.

Critical: The condition is causing or contributing to a serious non-compliance situation and is threatening the intended design level of service. The infrastructure is functioning at seriously diminished capacity. Imminent failure is anticipated within 18 months. Repair and/or replacement is required to eliminate the critical condition and meet current design standards. **(For Road Projects structural repair items would represent a minimum of 25% of the total Project Cost).**

Poor: The condition is substandard and requires repair/replacement in order to return to the intended level of service and comply with current design standards. Infrastructure contains a major deficiency and is functioning at a diminished capacity.

Fair: The condition is average, not good or poor. The infrastructure is still functioning as originally intended. Minor deficiencies exist requiring repair to continue to function as originally intended and/or to meet current design standards.

Good: The condition is safe and suitable to purpose. Infrastructure is functioning as

originally intended, but requires minor repairs and/or upgrades to meet current design standards.

Excellent: The condition is new, or requires no repair. Or, no supporting documentation has been submitted.

* **In order to receive points provide supporting documentation (e.g. photos, a narrative, maintenance history, or third party findings) to justifying the rating.**

3. If the proposed project is not approved what category would best represent the impact on the general health and/or public safety?

ROADS

Extremely Critical: Resurfacing, Restoration, Rehabilitation and Reconstruction (4R) of a Major Access Road.*

Critical: Resurfacing, Restoration and Rehabilitation (3R) of a Major Access Road.*

Major: Resurfacing, Restoration, Rehabilitation and Reconstruction (4R) of a Minor Access Road.*

Moderate: Resurfacing, Restoration and Rehabilitation (3R) of a Minor Access Road.*

Minimal: Preventative Maintenance of a Major Access Road.

No Impact: Preventative Maintenance of a Minor Access Road.

Projects that have a variety of work will be scored in the LOWEST category of work contained in the Construction Estimate.

Road/Street Classifications:

Major Access Road: Roads or streets that have a dual function of providing access to adjacent properties and providing through or connecting service between other roads.

Minor Access Road: Roads or streets that primarily provide access to adjacent properties without through continuity, such as cul-de-sacs or loop roads or streets.

Preventative Maintenance: Non Structural Pavement work such as chip sealing, cape sealing, micro-surfacing, crack sealing, etc.

* (3R) Resurfacing, Restoration and Rehabilitation - Improvements to existing roadways, which have as their main purpose, the restoration of the physical features (pavement, curb, guardrail, etc.) without altering the original design elements. (Surface and Intermediate layer Mill and Fills, overlays with less than or equal to 3" of additional pavement, ect...)

*(4R) Resurfacing, Restoration, Rehabilitation and Reconstruction - Much like 3R, except that 4R allows for the complete reconstruction of the roadway and alteration of certain design elements (i.e., lane widths, shoulder width, SSD, **overlays with greater than 3" of additional pavement**, etc.).

BRIDGES SUFFICIENCY RATING

- Extremely Critical: 0-25, or a General Appraisal rating of 3 or less.
- Critical: 27-50, or a General Appraisal rating of 4.
- Major: 51-65 or a General Appraisal rating of 5 or 6.
- Moderate: 66-80 or a General Appraisal rating of 7.
- Minimal: 81-100 or a General Appraisal rating of more than 7.
- No Impact: Bridge on a new roadway.

WASTEWATER TREATMENT PLANTS

- Extremely Critical: Environmental Protection Agency (EPA) orders in the form of a consent decree, findings and orders or court order. Health Department Construction Ban.
- Critical: Improvements ordered by the Environmental Protection Agency (EPA) in the form of NPDES Orders.
- Major: Replace deficient appurtenances. Update existing processes due to EPA recommendations.
- Moderate: Increase capacity to meet current needs or update processes to improve effluent quality.
- Minimal: New/Expansion project to meet a specific development proposal.
- No Impact: New/Expansion to meet future or projected needs.

WATER TREATMENT PLANT

- Extremely Critical: EPA orders in the form of a consent decree, findings and orders or court order.
- Critical: Improvements to meet Environmental Protection Agency (EPA) Safe Drinking Water Regulations and/or NPDES Orders.
- Major: Replace deficient appurtenances. Update existing processes due to EPA recommendations.
- Moderate: Increase capacity to meet current needs or update processes to improve water quality.
- Minimal: New/Expansion project to meet a specific development proposal.

No Impact: New/Expansion to meet future or projected needs.

COMBINED SEWER SEPARATIONS (May be construction of either new storm or sanitary sewer as long as the result is two separate sewer systems.)

Extremely Critical: EPA orders in the form of a consent decree, findings and orders or court order. Health Department Construction Ban.

Critical: Separate, due to chronic backup or flooding in basements.

Major: Separate, due to documented water quality impairment, or due to EPA recommendations.

Moderate: Separate, due to specific development proposal within or upstream of the combined system area.

Minimal: Separate, to conform to current design standards.

No Impact: No positive health effect.

STORM SEWERS

Extremely Critical: EPA orders in the form of a consent decree, findings and orders or court order.

Critical: Chronic flooding (structure damage).

Major: Inadequate capacity (land damage).

Moderate: Inadequate capacity with no associated damage.

Minimal: New/Expansion to meet current needs.

No Impact: New/Expansion to meet future or project needs.

CULVERTS

Extremely Critical: Structurally deficient or functionally obsolete. Deterioration has already caused a safety Critical: hazard to the public.

Critical: Inadequate capacity with land damage and the existing or high probability of property damage.

Major: Inadequate capacity (land damage).

Moderate: Inadequate capacity with no associated damage.

Minimal: New/Expansion to meet current needs.

No Impact: New/Expansion to meet future or projected needs.

SANITARY SEWERS

Extremely Critical: EPA orders in the form of a consent decree, findings and orders or court order. Health Department Construction Ban.

Critical: Replace, due to chronic pipe failure, chronic backup or flooding in basements. Improvements ordered by the Environmental Protection Agency (EPA) in the form of NPDES Orders.

Major: Replace, due to inadequate capacity or infiltration, or due to EPA recommendations.

Moderate: Rehabilitate to increase capacity to meet current needs or to reduce inflow and infiltration.

Minimal: New/Expansion project to meet a specific development proposal.

No Impact: New/Expansion to meet future or projected needs.

SANITARY LIFT STATIONS AND FORCE MAINS

Extremely Critical: Structurally deficient. Deterioration has already caused a safety/health hazard to the public, or, EPA orders in the form of a consent decree, findings and orders or court order.

Critical: Inadequate capacity with actual or a high probability of property damage. Improvements ordered by the Environmental Protection Agency (EPA) in the form of NPDES Orders.

Major: EPA recommendations, or, reduces a probable health and/or safety problem.

Moderate: Rehabilitate to increase capacity to meet current needs.

Minimal: New/Expansion to meet a specific development proposal.

No Impact: New/Expansion to meet future or projected needs.

WATER PUMP STATIONS

Extremely Critical: Structurally deficient. Deterioration has already caused a safety hazard to the public, or, EPA orders in the form of a consent decree, findings and orders or court order.

Critical: Inadequate capacity with the inability to maintain pressure required for fire flows.

Major: Replace due to inadequate capacity or EPA recommendations.

4. Identify the amount of local funds that will be used on the project as a percentage of the total project cost.

A.) Amount of Local Funds = \$ _____

B.) Total Project Cost = \$ _____

RATIO OF LOCAL FUNDS DIVIDED by TOTAL PROJECT COSTS (A÷B)= _____%

Note: Local funds should be considered funds derived from the applicant budget or loans funds to be paid back through local budget, assessments, rates or tax revenues collected by the applicant.

5. Identify the amount of other funding sources to be used on the project, excluding State Issue II or LTIP Funds, as a percentage of the total project cost.

Grants ____% Gifts ____%, Contributions ____%

Other ____% (explain) _____, Total ____%

Note: Grant funds and other revenues not contributed or collected through taxes by the applicant should be considered other funds. The Scope of Work for each Funding Source must be the same.

6. Total Amount of SCIP and Loan Funding Requested- An Applicant can request a grant per the categories below for points as indicated on the Priority Rating Sheet. If the Applicant is including a loan request equal to, but not exceeding 50% of the OPWC funding amounts listed below, there will be no point penalty. If loan funds requested are more than 50%, points as listed in the Priority Rating Sheet will apply.

- _____ \$500,001 or More
- _____ \$400,001-\$500,000
- _____ \$325,001-\$400,000
- _____ \$275,001-\$325,000
- _____ **X** \$175,001-\$275,000
- _____ \$175,000 or Less

There are times when the District spends all of the grant money and has loan money remaining. When this happens, the district makes a loan offer in the amount of the requested grant to the communities that were not funded. The offers are made in the order of scoring. We need to know if you are not successful in obtaining grant dollars for your project if you would be interested in loan money:

YES X NO _____

(This will only be considered if you are not funded with grant money and there is remaining loan money.) **Please note: if you answer “no” you will not be contacted, only if you answer “yes” will an offer be made in the event that there is loan money remaining.**

7. If the proposed project is funded, will its completion directly result in the creation of permanent full-time

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equivalent (FTE) jobs (FTE jobs shall be defined as 35 hours/week) ? Yes ___ No X. If yes, how many jobs within eighteen months? ___ Will the completed project retain jobs that would otherwise be permanently lost? Yes ___ No _____. If yes, how many jobs _____ will be created/retrained within 18 months following the completion of the improvements?

(Supporting documentation in the form of letter from affected industrial or commercial enterprises that specify full time equivalent jobs that will be retained or created directly by the installation or improvement of Public infrastructure. Additional items such as; 1) newspaper articles or other media news accounts, 2) public meeting minutes, and/or 3) a letter from the County Economic Development Director or State of Ohio Economic Development Professional that alludes to the requirement for the infrastructure improvement to support the business. Submittals without supporting documentation will receive 0 points for this question.)

8. What is the total number of existing users that will directly benefit from the proposed project if completed? 598 (Use households served, traffic counts, etc. and explain the basis by which you arrived at your number.)
9. Is subdivision's population less than 5,000 Yes X No ___
If yes, continue. You may want to design your project per Small Government Project Evaluation Criteria, released for the current OPWC Round to assist in evaluating your project for potential Small Government Funding. The Small Government Criteria is available on the OPWC website at <http://www.pwc.state.oh.us/Meth.SG.PDF> If No, skip to Question 11.

10. **OHIO PUBLIC WORKS COMMISSION SMALL GOVERNMENT PROGRAM GUIDELINES**

All projects that are sponsored by a subdivision with a population of 5,000 or less, and not earning enough points for District Funding from SCIP or LTIP Funds, are then rated using the Small Government Program Rating Criteria for the corresponding funding round. In order to be rated the entity must submit the Small Government Supplement and their required budgets with their application. **Only infrastructure that is village- or township- owned is eligible for assistance.** The following policies have been adopted by the Small Government Commission:

- District Integrating Committees may submit up to seven (7) applications for consideration by the Commission. All 7 must be ranked, however, only the top five (5) will be scored. The remaining two (2) will be held as contingency projects should an application be withdrawn.
- Grants are limited to \$500,000. Any assistance above that amount must be in the form of a loan.

- Grants for new or expanded infrastructure cannot exceed 50% of the project estimate.
- The Commission may deny funding for water and sewer systems that are deemed to be more cost-effective if regionalized.
- If a water or sewer project is determined to be affordable, the project will be offered a loan rather than a grant. Pay special attention to the **Water & Wastewater Affordability Supplemental and the Small Government Water & Wastewater Affordability Calculation Worksheet. Both are available on the Small Government Program Tab at <http://www.pwc.state.oh.us/SmallGovernment.html>**
- Should there be more projects that meet the “annual score” than there is funding, the tie breaker is those projects which scored highest under Health & Safety, with the second tie breaker being Condition. If multiple projects have equivalent Health & Safety and Condition scores they are arranged according to the amount of assistance from low to high. Once the funded projects are announced, “contingency projects” may be funded from project under-runs by continuing down the approved project list.
- Supplemental assistance is not provided to projects previously funded by the Commission.
- Applicants have 30 days from receipt of application by OPWC without exception to provide additional documentation to make the application more competitive under the Small Government criteria. Applications will be scored after the 30-day period has expired. The applicants for each District's two (2) contingency projects will have the same 30-day period to submit supplemental information but these applications will not be scored unless necessary to do so. **It is each applicant's responsibility for determining the need for supplemental material. The applicant will not be asked for or notified of missing information unless the Commission has changed the project type and it affects the documentation required. Important information may include, but is not limited to: age of infrastructure, traffic counts or utility users, median income information, user rates ordinances, and the Auditor's Certificate of Estimated Revenues or documentation from the Auditor of State that subdivision is in a state of fiscal emergency.**

If you desire to have your Round 33 project considered for Small Government Funding please download the Small Government Evaluation Criteria applicable to Round 33 by accessing the OPWC Website at <http://www.pwc.state.oh.us/Meth.SG.PDF>. Please complete the Small Government Evaluation Criteria and attach all required supporting documentation and attach it to the District 5 Questionnaire for Round 32.

11. MANDATORY INFORMATION, DISTRICT 5, DISCRETIONARY RANKING POINTS

List all specific user fees: Amount or
ROAD & BRIDGE PROJECTS:(OHIO REVISED CODE) Percentage

Permissive license fee	4504.02 or 4504.06	_____
	4504.15 or 4504.17	_____
	4504.16 or 4504.171	_____
	4504.172	_____
	4504.18	_____

Special property taxes 5555.48 _____

5555.49 _____

Municipal Income Tax _____

County Sales Tax _____

Others _____

(DO NOT INCLUDE SCHOOL TAXES)

SPECIFIC PROJECT AREA INFORMATION.

Median household income \$63,000

Monthly utility rate: Water \$100.48

Sewer _____

Other _____

List any special user fees or assessment (be specific)

POLITICAL SUBDIVISION= _____

COUNTY= _____

DISCRETIONARY POINTS (BY DISTRICT COMMITTEE ONLY)= _____

(25-20-15)

Date:

9-6-2019

Signature:

Paul E. Eml

Title:

Mayor

Address:

121 Addison Street, Kelleys Island, OH 43437

Phone:

419-746-2535

FAX:

Email:

mayor@kelleysisland.us

District 5

Capital Improvement Project

Priority Rating Sheet, Round 34

Revised 04/23/19
PROJECT NUMBER

COUNTY: Price		Kelleys Island Water		Lower Rehab											
PROJECT: Price															
EST. COST: \$245,000															
No.	"A" WEIGHT FACTOR	CRITERIA TO BE CONSIDERED	"B" PRIORITY FACTORS					"A" x "B"					No.		
			0	2	4	6	8	10	0	2	4	6		8	10
1	1	(Repair or Replace) vs. (New or Expansion)	0	2	4	6	8	10	0% +	20% +	40% +	60%+ Repair or Replacement	80%+ Repair or Replacement	100%+ Repair or Replacement	1
									Repair or Replacement	Repair or Replacement	Repair or Replacement				10
2	1.5	Existing Physical Condition: Must submit substantiating documentation and CIR (100% New or Expansion = 0 Points)	0	2	4	6	8	10	Excellent	Good	Fair	Poor	Critical	Closed or Not Operating	2
													X		12
3	2	Public Health and/or Public Safety Concerns Submittals without supporting documentation will receive 0 points for this criterion	0	2	4	6	8	10	No Impact	Minimal	Moderate	Major	Critical	Extremely Critical	3
													X		16
4	2	Percentage of Local Share (Local funds are funds derived from the applicant budget or a loan to be paid back through the applicant budget, assessments, rates or tax revenues)	0	2	4	6	8	10	0%+	10%+	20%+	30%+	40%+	50%+	4
															0
5	1	OTHER FUNDING SOURCES (Excluding Issue II Funds) (Grants and other revenues not contributed or collected through taxes by the applicant; including Gifts, Contributions, etc. - must submit copy of award or status letter.)	0	2	4	6	8	10	0%+	10%+	20%+	30%+	40%+	50%+	5
									X						0
No.	"A" WEIGHT FACTOR	CRITERIA TO BE CONSIDERED	"B" PRIORITY FACTORS					"A" x "B"					No.		
			0	2	4	6	8	10	0	2	4	6		8	10
6	2	OPWC Grant and Loan Funding Requested. Please refer to Item 6 on Questionnaire for Clarification.	-9	-8	0	0	10	Grant or Loan Only	\$500,001	\$400,001 to \$500,000	\$325,001 to \$400,000	\$275,001 to \$325,000	\$175,001 to \$275,000	\$175,000 or less	6
													X		18
	2		-9	-8	0	0	10	Grant/Loan Combination	\$750,000	\$600,001 to \$750,000	\$487,501 to \$600,000	\$412,501 to \$487,500	\$262,501 to \$412,500	\$262,500 or less	6
													X		20
When scoring a project that is only grant or only loan. Please use the chart labeled "Grant or Loan Only". When scoring a grant/loan combination, score the project for the grant in the first chart, then use the second chart labeled "Grant/Loan Combination" to score the total (grant and loan combined). Use the lower of the two as the score.															
No.	"A" WEIGHT FACTOR	CRITERIA TO BE CONSIDERED	"B" PRIORITY FACTORS					"A" x "B"					No.		
			0	2	4	6	8	10	0	2	4	6		8	10
7	1	Will the Proposed Project Create Permanent Jobs or retain jobs that would otherwise be permanently lost (Written Documentation Required)	0	2	4	6	8	10	0+ jobs	7+ jobs	15+ jobs	25+ jobs	50+ jobs	100+ jobs	8
									X						0
8	1	Benefits to Existing Users such as households, (Equivalent dwelling units), traffic Counts, etc	0	2	4	6	8	10	0+	100+	350+	500+	750+	1000+	9
												X			6
9		SUBTOTAL RANKING POINTS (MAX. = 115)	62					Other Info:							
								Does this project have a significant impact on productive farmland?							
								YES <input type="radio"/> NO <input checked="" type="radio"/>							
								Attach impact statement if yes.							
								Is the Applicant ready to proceed to bids after State Approval within 6 months?							
								YES <input checked="" type="radio"/> NO <input type="radio"/>							
10		COUNTY PRIORITY POINTS (25-2015)													
11		DISCRETIONARY POINTS (BY DISTRICT ONLY) (MAX = 12)													
12		GRAND TOTAL RANKING POINTS													

* Applicants must certify local share contribution. Specify, all funding sources to be utilized as local share at the time of application submittal.

Small Government Self-Score

(Input Score in box for each criterion; will total automatically)

Applicant: Village of Kelleys Island, Erie County

	SCORE
1 Ability & Effort (Use A or B according to project type)	
A. <i>Roads, Bridges/Culverts, Storm Water, Solid Waste Projects ONLY</i>	
0 2 4 6 8 10	<input type="text"/>
B. <i>Water & Wastewater Projects ONLY</i>	
Calculated by Administrator	<input type="text" value="N/A"/>
2 Health & Safety (Use A or B according to project type)	
A. <i>Road, Bridge, Culvert</i>	
0 2 4 6 8 10	<input type="text"/>
B. <i>Water, Wastewater, Storm Water, Solid Waste</i>	
0 2 4 6 8 10	<input type="text" value="8"/>
3 Age & Condition	
I. <i>Age</i>	
0 1 2 3 4 5	<input type="text" value="5"/>
II. <i>Condition</i>	
1 2 3 4 5	<input type="text" value="4"/>
4 Leveraging Ratio	
0 1 2 3 4 5 6 7 8 9 10	<input type="text" value="0"/>
5 Population Benefit	
0 1 2 3 4 5	<input type="text" value="5"/>
6 District Priority Ranking - Completed by Administrator	<input type="text" value="N/A"/>
7 OPWC Funds Requested	
0 5 10	<input type="text" value="10"/>
8 Loan Request (Default 0 points if no loan requested)	
1 5 10	<input type="text" value="10"/>
9 Useful Life	
1 2 3 4 5	<input type="text" value="2"/>
10 Median Household Income	
2 4 6 8 10	<input type="text" value="2"/>
11 Readiness to Proceed	
I. <i>Status of Plans</i>	
0 2 5	<input type="text" value="5"/>
II. <i>Status of Funding</i>	
0 3 5	<input type="text" value="3"/>
TOTAL	<input type="text" value="54"/>