



*Board of Control Minutes – Stow City Hall*

Mayor’s Conference Room on Wednesday, September 24, 2014 at 9:30 a.m.

**MEMBERS PRESENT:** Mayor Sara Drew  
Finance Director Baranek  
City Engineer McCleary  
Law Director Zibritosky

**ALSO PRESENT:** Lisa Jarvis Sue Mottl  
Chief Stone Chief Film  
Linda Nahrstedt

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The Board of Control Minutes are attached.

Other items on the agenda were:

REQUEST FROM THE DIRECTOR OF PUBLIC SERVICE REGARDING AN APPLICATION FOR RESIDENTIAL WATER SYSTEM IMPROVEMENT AND STORM WATER MANAGEMENT UTILITY FEE ASSISTANCE FROM WALTER KIMES, 3507 WILLIAMSON ROAD.

AFTER REVIEWING THE APPLICATION AND ACCOMPANYING DOCUMENTATION, IT HAS BEEN DETERMINED THAT THEY MEET ALL REQUIREMENTS OF THE CITY’S UTILITY FEE ASSISTANCE PROGRAM.

BASED ON THIS FINDING, THE DIRECTOR OF PUBLIC SERVICE IS RECOMMENDING THAT THE BOARD OF CONTROL APPROVE PARTICIPATION IN THE CITY OF STOW RESIDENTIAL WATER SYSTEM IMPROVEMENT AND STORM WATER MANAGEMENT UTILITY FEE ASSISTANCE PROGRAM FOR 2015.

Mr. Baranek moved for discussion of this item, Mr. McCleary seconded this Motion.

After this item was discussed, it was unanimously approved.

REQUEST FROM THE DIRECTOR OF PUBLIC SERVICE REGARDING AN APPLICATION FOR RESIDENTIAL WATER SYSTEM IMPROVEMENT AND STORM WATER MANAGEMENT UTILITY FEE ASSISTANCE FROM DOMINIC ONESE, WHO LIVES AT 1279 B HIBBARD DRIVE.

AFTER REVIWING THE APPLICATION AND ACCOMPANYING DOCUMENTATION, IT HAS BEEN DETERMINED THAT HE MEETS ALL REQUIREMENTS OF THE CITY'S UTILITY FEE ASSISTANCE PROGRAM.

BASED ON THIS FINDING, THE DIRECTOR OF PUBLIC SERVICE IS RECOMMENDING THAT THE BOARD OF CONTROL APPROVE PARTICIPATION IN THE CITY OF STOW RESIDENTIAL WATER SYSTEM IMPROVEMENT AND STORM WATER MANAGEMENT UTILITY FEE ASSISTANCE PROGRAM FOR 2015.

Mr. Baranek moved for discussion of this item, Mr. McCleary seconded this Motion.

After this item was discussed, it was unanimously approved.

REQUEST FROM THE DIRECTOR OF PUBLIC SERVICE REGARDING AN APPLICATION FOR RESIDENTIAL WATER SYSTEM IMPROVEMENT AND STORM WATER MANAGEMENT UTILITY FEE ASSISTANCE FROM LISA D. McFARLAND, WHO LIVES AT 2576 PAULANN DRIVE.

AFTER REVIEWING THE APPLICATION AND ACCOMPANYING DOCUMENTATION, IT HAS BEEN DETERMINED THAT SHE MEETS ALL REQUIREMENTS OF THE CITY'S UTILITY FEE ASSISTANCE PROGRAM.

BASED ON THIS FINDING, THE DIRECTOR OF PUBLIC SERVICE IS RECOMMENDING THAT THE BOARD OF CONTROL APPROVE PARTICIPATION IN THE CITY OF STOW RESIDENTIAL WATER SYSTEM IMPROVEMENT AND STORM WATER MANAGEMENT UTILITY FEE ASSISTANCE PROGRAM FOR 2015.

Mr. Baranek moved for discussion of this item, Mr. McCleary seconded this Motion.

After this item was discussed, it was unanimously approved.

REQUEST FROM THE DIRECTOR OF PUBLIC SERVICE REGARDING AN APPLICATION FOR RESIDENTIAL WATER SYSTEM IMPROVEMENT AND STORM WATER MANAGEMENT UTILITY FEE ASSISTANCE FROM JANET HOWARD AT 3677 NORTHPORT DRIVE.

AFTER REVIEWING THE APPLICATION AND ACCOMPANYING DOCUMENTATION, IT HAS BEEN DETERMINED THAT SHE MEETS ALL REQUIREMENTS OF THE CITY'S UTILITY FEE ASSISTANCE PROGRAM.

BASED ON THIS FINDING, THE DIRECTOR OF PUBLIC SERVICE IS RECOMMENDING THAT THE BOARD OF CONTROL APPROVE PARTICIPATION IN THE CITY OF STOW RESIDENTIAL WATER SYSTEM IMPROVEMENT AND STORM WATER MANAGEMENT UTILITY FEE ASSISTANCE PROGRAM FOR 2015.

Mr. Baranek moved for discussion of this item, Mr. McCleary seconded this Motion.

After this item had been discussed, it was unanimously approved.

REQUEST FROM THE DIRECTOR OF PUBLIC SERVICE REGARDING A REQUEST FOR COUNCIL AUTHORIZATION TO INCREASE THE 2014 STREET DEPARTMENT OVERTIME BUDGET FROM \$125,000 TO \$165,000. THROUGH THE FIRST PAYROLL IN SEPTEMBER, THE STREET DEPARTMENT HAS SPENT \$112,098.51 OF ITS \$125,000.00 ALLOCATED FOR OVERTIME.

AS COUNCIL IS AWARE, WE EXPERIENCED A HARSH WINTER IN EARLY 2014 WHICH RESULTED IN AN EXPENDITURE OF \$72,094.83 IN OVERTIME THROUGH THE END OF MARCH. THE EXPENDITURE FOR SNOW AND ICE CONTROL REPRESENTS 64% OF THE OVERTIME EXPENDITURE TO DATE. THROUGH THE END OF MARCH THE STREET DEPARTMENT AVERAGED \$9,011.85 OF OVERTIME PER PAY; AND HAS AVERAGED \$3,333.64 IN THE TWELVE (12) PAYS SINCE. THE OVERTIME SPENT SINCE THE END OF THE WINTER SEASON CAN BE SUMMED UP AS FOLLOWS:

Funerals/Cemetery – 120.75 hours  
 Signal Technician (call-in pay) 63.25 hours  
 May 12<sup>th</sup> Storm Flooding – 100 hours  
 Route 8 Repairs and Cleaning – 440 hours  
 North River Road Repairs – 31.5 hours  
 Dispatch Call-ins (Animal removal/continuation of work/hold over work) – 459 hours

Mr. Baranek moved for discussion of this item, Mr. McCleary seconded This motion.

After this item was discussed, it was unanimously approved.

REQUEST FROM THE FIRE CHIEF STONE REGARDING A REQUEST FOR ADDITIONAL OVERTIME FUNDING FOR THE FIRE DEPARTMENT. THE FIRE DEPARTMENT HAS EXPERIENCED AN ATYPICAL YEAR OF RETIREMENT WHICH, COUPLED WITH INJURIES AND ILLNESSES, HAS FORCED THE

DEPARTMENT TO RELY ON THE USE OF OVERTIME FUNDS IN ORDER TO ENSURE MINIMUM STAFFING REQUIREMENTS. CITY COUNCIL APPROVED THE HIRING OF FOUR ADDITIONAL PERSONNEL IN 2014 TO FILL THE VACANCIES AS THEY OCCURRED. TO DATE, ONE FIREFIGHTER HAS BEEN HIRED WHILE THREE MORE VACANCIES ARE YET TO BE FILLED AND ARE CURRENTLY IN THE SCREENING PROCESS FOR HIRING.

THESE VACANCIES HAVE RESULTED IN MORE THAN \$200,000.00 IN OPERATIONAL SAVINGS ON BUDGETED SALARY, INCLUDING PENSION, HEALTHCARE AND OTHER ANTICIPATED FUNDS. FIRE CHIEF STONE IS REQUESTING THAT \$100,000.00 OF THIS MONEY BE REALLOCATED TO THE FIRE DEPARTMENT OVERTIME ACCOUNT TO CARRY THE DEPARTMENT THROUGH THE REMAINDER OF 2014.

Mr. Baranek moved for discussion of this item, Mr. McCleary seconded this Motion.

After this item was discussed, it was unanimously approved.

REQUEST FROM POLICE CHIEF FILM REQUESTING THE OVERTIME BUDGET FOR 2014 BE INCREASED \$75,000 (FROM \$380,000 TO \$455,000).

THE POLICE DEPARTMENT OVER THE BUDGET CURRENTLY HAS APPROXIMATELY \$69,000 REMAINING WITH SEVEN PAY PERIODS LEFT IN THE YEAR. THE AVERAGE SPENT ON OVERTIME AND COMP TIME CASHED OUT PER PAY PERIOD THIS YEAR (TO DATE) IS APPROXIMATELY \$16,500 WHICH MEANS WE ARE ESTIMATING WE WILL NEED APPROXIMATELY \$115,500 TO COVER THE OVERTIME THROUGH THE END OF 2014. BARRING ANY UNFORESEEN EMERGENCIES, THIS WILL LEAVE US WITH A BUDGET SHORTFALL OF \$46,500. THIS IS NOT TAKING INTO ACCOUNT THAT THE COMP TIME CASH OUT IS USUALLY VERY HIGH DURING THE FOURTH QUARTER DUE TO THE HOLIDAYS (\$19,065 IN 2013 FOURTH QUARTER). THE CURRENT COMP TIME CASH OUT AVAILABLE BALANCE IS \$50,259.

UNFORTUNATELY, DURING 2014 WE HAVE HAD 4 OFFICERS SUSTAIN OFF-DUTY INJURIES CAUSING THEM TO BE OFF WORK AND/OR ON LIGHT DUTY STATUS FOR SEVERAL MONTHS. WE ALSO HAD ONE OFFICER ON LIGHT DUTY STATUS FOR SEVEN MONTHS PRIOR TO HER MATERNITY LEAVE OF 12 WEEKS. TWO ADDITIONAL OFFICERS TOOK EXTENDED TIME OFF FOLLOWING THE BIRTHS OF THEIR BABIES. WE HAD ONE OFFICER RESIGN IN APRIL. ALL OF THESE CIRCUMSTANCES HAVE RESULTED IN UNFORESEEN OVERTIME IN SHIFT CHANGES.

Mr. Baranek moved for discussion of this item, Mr. McCleary seconded this motion.

After this item was discussed, it was unanimously approved.

THE LAW DEPARTMENT PRESENTED A MORAL CLAIM FOR CANDACE AND RON TYNES OF 2140 MARHOFER AVENUE IN STOW.

THE CITY WAS SCHEDULED TO REMOVE A TREE AT 2140 MARHOFER AVENUE. HOWEVER PRIOR TO THE REMOVAL, ON AUGUST 13, 2014, THIS TREE FELL AND KNOCKED DOWN THE ELECTRIC POLE WHICH CARRIED POWER TO MR. TYNES' RESIDENCE. MR. TYNES IS REQUESTING A MORAL CLAIM BE PAID IN THE AMOUNT OF \$209.00 FOR REPAIRS MADE TO THE ELECTRIC POLE.

Mayor Drew moved to approve this moral claim, seconded by Mr. McCleary.

After this moral claim was discussed, it was unanimously approved

THE LAW DEPARTMENT PRESENTED A MORAL CLAIM FOR MICHAEL DRAPCHO OF 3716 IONA AVENUE IN STOW, OHIO.

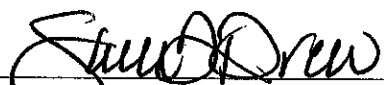
THE CITY WAS SCHEDULED TO A REMOVE A TREE AT 3716 IONA AVENUE. HOWEVER PRIOR TO THE REMOVAL, ON AUGUST 13, 2014, THIS TREE FELL AND KNOCKED DOWN THE ELECTRICAL POLE WHICH CARRIED POWER TO MR. DRAPCHO'S RESIDENCE. MR. DRAPCHO IS REQUESTING A MORAL CLAIM BE PAID IN THE AMOUNT OF \$750.00 FOR REPAIRS MADE TO THE ELECTRIC POLE.

Mayor Drew moved to approve this moral claim, seconded by Mr. McCleary.

After this moral claim was discussed, it was unanimously approved.

Mayor Drew moved to approve the Minutes of the Board of Control Meeting of September 3, 2014, seconded by Mrs. Zibritosky. Unanimously approved.

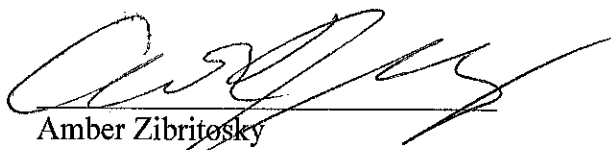
With no further business, Mr. Baranek moved, Mr. McCleary seconded to adjourn the meeting at 9:47 a.m.



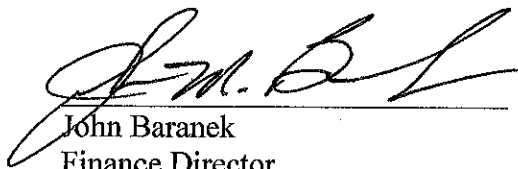
Sara Drew  
Mayor



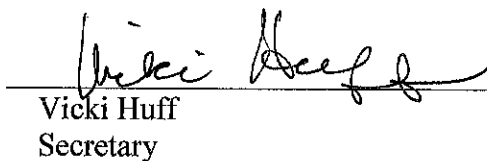
James D. McCleary P.E.  
City Engineer



Amber Zibritosky  
Law Director



John Baranek  
Finance Director



Vicki Huff  
Secretary

City of Stow  
Sara Drew, Mayor  
Board of Control  
9/24/14

<u>DEPT</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>BID/QUOTE</u>	<u>AMOUNT</u>
CIVIL SERV	AKRON BEACON JOURNAL ENTRY LEVEL EXAM	CLASSIFIED AD - FIREFIGHTER	BEST PRACTICAL -- PROXIM	\$1,056.50
Discuss:	Motion: <u>Mr. Baranek</u>	Second: <u>Mr. McCleary</u>	Abstain: _____	<b>TOTAL PO AMOUNT:</b> <u>\$1,056.50</u>
Approve:	Unanimously Passed: <input checked="" type="checkbox"/>	Passed: <input type="checkbox"/>	Denied: <input type="checkbox"/>	Held: <input type="checkbox"/>
CIVIL SERV	PLAIN DEALER PUBLISHING THE ENTRY LEVEL EXAM	CLASSIFIED AD - FIREFIGHTER	BEST PRACTICAL - PROXIMI	\$1,882.10
Discuss:	Motion: <u>Mr. Baranek</u>	Second: <u>Mr. McCleary</u>	Abstain: _____	<b>TOTAL PO AMOUNT:</b> <u>\$1,882.10</u>
Approve:	Unanimously Passed: <input checked="" type="checkbox"/>	Passed: <input type="checkbox"/>	Denied: <input type="checkbox"/>	Held: <input type="checkbox"/>
FIRE #1	PREMIER PRINTING & SIGNS INC	REPLACE GRAPHICS - SFD VEHICL	BEST PRACTICAL	\$2,200.00
Discuss:	Motion: <u>Mr. Baranek</u>	Second: <u>Mr. McCleary</u>	Abstain: _____	<b>TOTAL PO AMOUNT:</b> <u>\$2,200.00</u>
Approve:	Unanimously Passed: <input checked="" type="checkbox"/>	Passed: <input type="checkbox"/>	Denied: <input type="checkbox"/>	Held: <input type="checkbox"/>
FOX DEN	NIKE GOLF INC SOLE SOURCE ORD 2014-110	SBP RESALE MERCHANDISE	BRAND NAME MERCHANDIS	\$11,000.00
Discuss:	Motion: <u>Mr. Baranek</u>	Second: <u>Mr. McCleary</u>	Abstain: _____	<b>TOTAL PO AMOUNT:</b> <u>\$11,000.00</u>
Approve:	Unanimously Passed: <input checked="" type="checkbox"/>	Passed: <input type="checkbox"/>	Denied: <input type="checkbox"/>	Held: <input type="checkbox"/>

<u>DEPT</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>BID/QUOTE</u>	<u>AMOUNT</u>
FOX DEN	TAYLORMADE ADIDAS GOLF CO BRAND NAME MERCHANDISE ORD 2014-111	SBP RESALE MERCHADISE	SOLE SOURCE	\$10,000.00

Discuss: Motion: Mr. Baranek Second: Mr. McCleary Abstain: \_\_\_\_\_ TOTAL PO AMOUNT: \$10,000.00

Approve: Unanimously Passed:  Passed:  Denied:  Held:

<u>FOX DEN</u>	<u>TRAMONTE DISTRIBUTING CO</u>	<u>RESALE STOCKED BEVERAGES</u>	<u>SBP ALCOHOLIC STOCKED BEV</u>	<u>SOLE SOURCE</u>	<u>AMOUNT</u>
					\$1,500.00

Discuss: Motion: Mr. Baranek Second: Mrs. Zibrityosky Abstain: \_\_\_\_\_ TOTAL PO AMOUNT: \$1,500.00

Approve: Unanimously Passed:  Passed:  Denied:  Held:

<u>HUMAN RES</u>	<u>S W R H PHYSICIANS INC</u>	<u>PRE-EMPLOY TESTING - 1201</u>	<u>PROFESSIONAL SOURCE</u>	<u>AMOUNT</u>
				\$5,000.00

Discuss: Motion: Mr. Baranek Second: Mrs. Zibrityosky Abstain: \_\_\_\_\_ TOTAL PO AMOUNT: \$5,000.00

Approve: Unanimously Passed:  Passed:  Denied:  Held:

<u>INFO SERV</u>	<u>AVAYA INC</u>	<u>POST WARRANTY COVERAGE</u>	<u>CONTRACT</u>	<u>AMOUNT</u>
				\$32,140.47

Discuss: Motion: Mr. Baranek Second: Mrs. Zibrityosky Abstain: \_\_\_\_\_ TOTAL PO AMOUNT: \$32,140.47

Approve: Unanimously Passed:  Passed:  Denied:  Held:



DEPT: VENDOR DESCRIPTION: BID/QUOTE AMOUNT

JUDGES: C K M CARPET CLEANING INC CARPET CLEANING - 75% BEST PRACTICAL \$1,500.00

CARPET CLEANING - 25% \$500.00

Discuss: Motion: Mr. Baranek Second: Mr. McCleary Abstain: \_\_\_\_\_ TOTAL PO AMOUNT: \$2,000.00

Approve: Unanimously Passed:  Passed:  Denied:  Held:

**PARKS&REC A B C RENTAL CENTER EAST INC** EQUIPMENT RENATL. PREFERRED SOURCE \$2,077.02  
FOR SSB 2014

Discuss: Motion: Mr. Baranek Second: Mr. McCleary Abstain: \_\_\_\_\_ TOTAL PO AMOUNT: \$2,077.02

Approve: Unanimously Passed:  Passed:  Denied:  Held:

**PARKS&REC Y P L L C** SPB ADVERTISING - YELL & WHITE BEST PRACTICAL - AVAILAB \$7,776.00  
ADVERTISING

Discuss: Motion: Mr. Baranek Second: Mrs. Zibritosky Abstain: \_\_\_\_\_ TOTAL PO AMOUNT: \$7,776.00

Approve: Unanimously Passed:  Passed:  Denied:  Held:

**STREET FASTENAL CO** PUMP FOR BRINE MAKER STATE OF OHIO \$1,112.59

10% PUMP CONTINGENCY \$112.00

Discuss: Motion: Mr. Baranek Second: Mr. McCleary Abstain: \_\_\_\_\_ TOTAL PO AMOUNT: \$1,224.59

Approve: Unanimously Passed:  Passed:  Denied:  Held:

