



Board of Control Minutes – Stow City Hall

Mayor's Conference Room on Wednesday, September 10, 2014 at 9:30 a.m.

MEMBERS PRESENT: Mayor Sara Drew
 Finance Director Baranek
 Assistant City Engineer Rayman
 Service Director Wren
 Law Director Zibritosky

ALSO PRESENT: Lisa Jarvis Chief Stone
 John Earle Linda Nahrstedt
 Don Brooker Dale Germano
 Chris Snyder Jean VonStein
 Ken Trenner

The Board of Control Minutes are attached.

Other items on the agenda were:

REQUEST FROM THE CITY ENGINEER REGARDING SUMMIT TESTING AND INSPECTION ON GRAHAM ROAD.

THE LPA, GRAHAM ROAD REHABILITATION PROJECT REQUIRES THAT WE HIRE A GEOTECHNICAL ENGINEERING AND INSPECTION COMPANY. SUMMIT TESTING & INSPECTION GAVE THE CITY THE BEST PROPOSAL AND HAS WORKED WITH O.D.O.T. AND THE CITY OF STOW ON PREVIOUS LPA PROJECTS. THE TOTAL AMOUNT REQUESTED IS \$29,900.00.

THIS AMOUNT IS ELIGIBLE FOR 80% FHWA REIMBURSEMENT.

THE CITY ENGINEER IS REQUESTING THAT AN EMERGENCY MEASURE BE ADDED TO THIS LEGISLATION NECESSARY FOR THE IMMEDIATE PRESERVATION OF THE PUBLIC HEALTH AND SAFETY FOR THE REASON OF PROVIDING ENGINEERING SERVICES FOR THE GRAHAM ROAD RECONSTRUCTION PROJECT.

Mayor Drew moved for discussion of this item, Mr. Baranek seconded this

Motion.

After this item was discussed, it was unanimously approved.

REQUEST FROM THE DIRECTOR OF PUBLIC SERVICE REGARDING A REQUEST FOR LEGISLATION FOR TAYLORMADE ADIDAS GOLF COMPANY FOR RESALE MERCHANDISE FOR THE PRO SHOP.

PURSUANT TO CITY OF STOW CHARTER, SECTION 4.11 AND CODIFIED ORDINANCE 173.07 (a)(1)G, THE DIRECTOR OF PUBLIC SERVICE IS REQUESTING SOLE SOURCE LEGISLATION BE AMENDED AUTHORIZING THE EXPENDITURE OF UP TO \$35,000.00 FOR RESALE MERCHANDISE FOR THE PRO SHOP AT FOX DEN FOR THE CALENDAR YEAR 2014.

FOX DEN HAS DEVELOPED AN EXPENSE HISTORY WITH THIS COMPANY THAT REQUIRES COUNCIL AUTHORIZATION. THIS VENDOR IS A SOLE SOURCE AND THEREFORE AN EXCEPTION TO THE RULES OF BIDDING AS STATED IN SECTION 173.07. FOX DEN SELLS THIS POPULAR BRAND OF GOLF EQUIPMENT WITH A MARK-UP CONTINGENT ON WHAT THE MARKET WILL BEAR.

THERE IS A REQUEST TO WAIVE THE RULE REQUIRING THREE READINGS PRIOR TO VOTING ON THIS LEGISLATION.

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

After this item was discussed, it was unanimously approved.

REQUEST FROM THE DIRECTOR OF PUBLIC SERVICE REGARDING A REQUEST FOR LEGISLATION FOR NIKE GOLF INC. FOR RESALE OF MERCHANDISE FOR THE PRO SHOP.

PURSUANT TO CITY OF STOW CHARTER, SECTION 4.11 AND CODIFIED ORDINANCE 173.07 (A)(1)G, THE DIRECTOR OF PUBLIC SERVICE IS REQUESTING SOLE SOURCE LEGISLATION BE PREPARED AUTHORIZING THE EXPENDITURE OF UP TO \$25,000.00 FOR RESALE MERCHANDISE FOR THE PRO SHOP AT FOX DEN FOR THE CALENDAR YEAR 2014.

FOX DEN HAS DEVELOPED AN EXPENSE HISTORY WITH THIS COMPANY THAT REQUIRES COUNCIL AUTHORIZATION. THIS VENDOR IS A SOLE SOURCE AND THEREFORE AN EXCEPTION TO THE RULES OF BIDDING AS STATED IN SECTION 173.07. FOX DEN SELLS THIS POPULAR BRAND OF GOLF EQUIPMENT WITH A MARK-UP CONTINGENT ON WHAT THE MARKET WILL BEAR.

THERE IS A REQUEST TO WAIVE THE RULE REQUIRING THREE READINGS PRIOR TO VOTING ON THIS LEGISLATION.

Mayor Drew moved for discussion of this item, Mrs. Zibritosky seconded this Motion.

After this item was discussed, it was unanimously approved.

REQUEST FROM THE DIRECTOR OF PUBLIC SERVICE REGARDING A REQUEST FOR LEGISLATION.

THE ADMINISTRATION RECEIVED A REQUEST FROM A RESIDENT REGARDING INSTALLATION OF A WATER METER FOR STOW RESIDENTS WHO CURRENTLY USE A PRIVATE WELL. THE INTENT OF THIS REQUEST FROM THE HOMEOWNER'S PERSPECTIVE IS TO REDUCE THEIR QUARTERLY BILL PAYABLE TO SUMMIT COUNTY DEPARTMENT OF ENVIRONMENTAL SERVICES (DOES) FOR THEIR SANITARY SEWER USAGE. ALL SUMMIT COUNTY DOES CUSTOMERS THAT ARE ON PRIVATE WELLS ARE CHARGED A FLAT RATE BY THE COUNTY, WHICH SOME FEEL TO BE STEEPER THAN WHAT THEY SHOULD PAY. OTHER CUSTOMERS, ON THE CITY WATER SYSTEM, ARE CHARGED BY THEIR ACTUAL USAGE, AS THE CITY SUPPLIES THE COUNTY WITH METER READS AND HAVE AN ACCURATE ACCOUNTING OF DISCHARGE INTO THE SEWER SYSTEM.

SIMILAR REQUESTS HAVE BEEN MADE TO THE CITY OVER THE YEARS AND IT WAS DETERMINED AT THAT TIME NOT TO PROCEED WITH ADOPTING THIS ACTION INTO LEGISLATIVE FORM. HOWEVER, IN OUR EXAMINATION OF THE SITUATION, THE ADMINISTRATION HAS DEVELOPED A PROPOSAL THAT COULD BENEFIT OUR RESIDENTS SEEKING THIS ALTERNATIVE, WHILE BEING A NON-FACTOR IN RELATION TO MATERIAL AND LABOR COST OUTPUT BY THE CITY.

WHILE INVESTIGATING THE WATER SYSTEM FEES AND USER CHARGES (2001-161) SEVERAL OTHER AREAS OF THE LEGISLATION WERE DISCUSSED THAT EITHER NEED TO BE AMENDED TO ADJUST TO RISING COSTS, DELETED AS THEY HAVE NOT BEEN ENACTED SINCE THE INCEPTION OF THE LEGISLATION, OR ADDED AS THEY ARE A SERVICE THAT WE HAVE PROVIDED IN THE PAST AND THE USER CHARGE HAS NOT BEEN INCLUDED IN THE LEGISLATION. THEREFORE WE ARE PROPOSING SEVERAL ADJUSTMENTS TO 2001-161. THEY ARE AS FOLLOWS:

921.05 Hydrant Charges – Eliminate the entire section. The City does not permit the commercial or private use of its hydrants. Replace with:

- a. No Person shall take water from any public hydrant.

- b. Bulk water is available to private individuals or commercial endeavors. Application must be made with the Water Maintenance Division. Access is restricted to a designated site and must be hauled by the purchaser.
- c. Bulk water rates are currently set at \$10.00 per 1,000 gallons.

921.09 Water Service Fees- Eliminate current section and replace with:

- a. Inspection fees for installation or abandonment of water service shall include all work for main line to meter.
- b. Water meter fees: All water services within the system shall be metered, except for fire suppression systems. All meters shall be purchased from the City, as part of the application process. Prices for the meters shall be based on the size, with costs adjusted annually as market conditions dictate. Customers shall pay the current purchase price plus 10% as a one-time service charge. The City shall retain ownership of all meters in its system and will assume responsibility for their maintenance and repair. Any repairs or replacements caused by customer neglect or malicious damage will be at the owner's expense. Exterior reading equipment is required on all metered services. These devices will be installed by the Water Division and placed in an easily accessible location. All interior plumbing to accommodate the installation of a meter will be done at the private owner's expense and must be in place before a meter is installed. All interior plumbing must meet current City of Stow specifications and is subject to inspection by the City of Stow.

Mayor Drew moved for discussion of this item, Mrs. Zibritsky seconded this Motion.

After this item was discussed, it was unanimously approved.

REQUEST FROM THE ASSISTANT CITY ENGINEER REGARDING THE AUTHORIZATION TO SOLICIT BIDS FOR MISCELLANEOUS STORM SEWER REPLACEMENT PROJECTS INCLUDING: 757 GRAHAM ROAD, HAMMONTREE CIRCLE AND MARTINIQUE DRIVE.

THE CITY OF STOW IS COMPLETING PLANS AND SPECIFICATIONS IN ORDER TO SOLICIT BIDS FOR THE REPLACEMENT OF AGED AND/OR DETERIORATING STORM SEWER AT THREE LOCATIONS DESCRIBED BELOW:

- 757 Graham Road – The failure of the pipe has resulted in collapsed pavements and sinking of the ground. The project includes removal and replacement of approximately 160 feet of 31" x 51" storm pipe, replacement of manhole structures and restoration of paved and landscaped areas.
- Hammontree Circle – Replacement of approximately 160 feet of 12" storm sewer that has deteriorated. Internal video identified several open areas within the pipe that are allowing water to seep resulting in sinking areas and surface water accumulation

in the adjacent area. The storm sewer is primarily located within an easement along common lot lines of sub lots 48 and 49 in the Eastwicke subdivision.

- Martinique Drive Headwall replacement at Mud Brook. The project will remove and replace an existing 8 foot high by 10 foot long concrete headwall at the outlet of an 18" storm pipe to Mud Brook. The existing structure, located in the rear 4547 and 4541 Martinique Drive, is falling off the pipe and deteriorating and a safety hazard as it is located in the Wyoga Lake Park residential subdivision.

THESE PUBLIC INFRASTRUCTURE PROJECTS WILL BE CONSTRUCTED WITH CITY OF STOW STORM WATER UTILITY FUNDS. THE ESTIMATED COST OF THE THREE PROJECTS COMBINED IS \$130,000.00.

THE ASSISTANT CITY ENGINEER IS REQUESTING APPROVAL OF THIS LEGISLATION WITH AN EMERGENCY MEASURE NECESSARY FOR THE IMMEDIATE PRESERVATION OF THE PUBLIC HEALTH AND SAFETY DUE TO THE DETERIORATING STRUCTURES AND PIPES.

Mayor Drew moved for discussion of this item, Mr. Wren seconded this motion.

After this item was discussed, it was unanimously approved.

REQUEST FROM THE HUMAN RESOURCES DEPARTMENT FOR AN APPROVAL OF AN EMPLOYEE REQUEST FOR ADVANCE OF SICK LEAVE. THIS REQUEST IS FOR 300 HOURS OF ADVANCE OF SICK LEAVE.

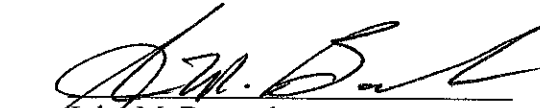
Mayor Drew moved for discussion of this item, Mr. Baranek seconded this Motion.

After this item was discussed, it was unanimously approved.

With no further business, Mayor Drew moved, Mr. Baranek seconded to adjourn the meeting at 9:36 a.m.




Sara Drew
Mayor



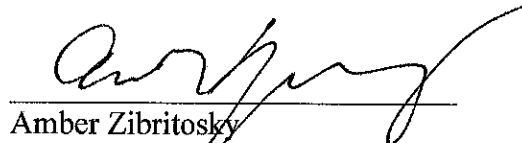
John M. Baranek
Finance Director



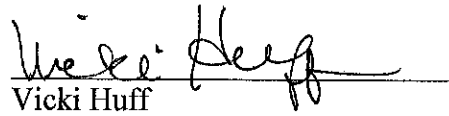
Nicholas Wren
Service Director



Sheila Rayman
Assistant City Engineer



Amber Zibritosky
Law Director



Vicki Huff
Secretary

City of Stow
Sara Drew, Mayor
Board of Control
9/10/14

DEPT	VENDOR	DESCRIPTION	BID/QUOTE	AMOUNT
ENGINEER	SUMMIT TESTING & INSPECTION CO	SBP PROFESS SV - GRAHAM RD	LOW QUOTE OF 3-80% REIN	\$14,500.00
\$10,645.00	GRAHAM RD PROJECT REQUIRES GEOTECHNICAL INSPECTION			
Discuss:	Motion: <u>Mayor Drew</u>	Second: <u>Ms. Rayman</u>	Abstain: _____	TOTAL PO AMOUNT: \$14,500.00
Approve:	Unanimously Passed: <input checked="" type="checkbox"/>	Passed: <input type="checkbox"/>	Denied: <input type="checkbox"/> Held: <input type="checkbox"/>	
ENGINEER	DAVEY TREE EXPERT COMPANY	HERBICIDE APPLICATIONS	BEST PRACTICAL	\$1,510.00
	FOR THE MUDBROOK PRESERVE MITIGATION SITE	10% HERBICIDE CONTINGENCY		\$151.00
Discuss:	Motion: <u>Mr. Baranek</u>	Second: <u>Mayor Drew</u>	Abstain: _____	TOTAL PO AMOUNT: \$1,661.00
Approve:	Unanimously Passed: <input checked="" type="checkbox"/>	Passed: <input type="checkbox"/>	Denied: <input type="checkbox"/> Held: <input type="checkbox"/>	
PURCHASE	INDEPENDENCE BUSINESS SUPPLY	RECYCLED - COPY PAPER	LOW QUOTE OF 3	\$2,359.20
	FOR USE BY CITY HALL VARIOUS DEPARTMENTS			
Discuss:	Motion: <u>Mayor Drew</u>	Second: <u>Mr. Baranek</u>	Abstain: _____	TOTAL PO AMOUNT: \$2,359.20
Approve:	Unanimously Passed: <input checked="" type="checkbox"/>	Passed: <input type="checkbox"/>	Denied: <input type="checkbox"/> Held: <input type="checkbox"/>	