

*Board of Control Minutes – Stow City Hall*

Mayor’s Conference Room on Wednesday, October 15, 2014 at 9:30 a.m.

**MEMBERS PRESENT:**

Law Director Zibritosky  
Assistant Service Director Brooker  
City Engineer McCleary  
Finance Director Baranek

**ALSO PRESENT:**

Lisa Jarvis  
John Earle  
Sheila Rayman  
Chief Film  
Chief Stone  
Linda Nahrstedt  
Dale Germano

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The Minutes of the Board of Control are attached.

Other items on the agenda were as follows:

**THE BOARD REVIEWED ALL OVERRUNS, AMOUNTING TO \$31.32.**

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  
LEGISLATION REQUEST FOR SUMMIT COUNTY DOES FOR SEWER SERVICES  
FOR 2015.**

**PURSUANT TO CITY OF STOW CHARTER, SECTION 4.11, CODIFIED  
ORDINANCE 173.07(a)(1)C AND 173.07 (b)(1)A, THE DIRECTOR OF PUBLIC  
SERVICE IS REQUESTING LEGISLATION AUTHORIZING THE EXPENDITURE  
OF UP TO \$29,300.00 FOR SEWER SERVICES FROM SUMMIT COUNTY  
DEPARTMENT OF ENVIRONMENTAL SERVICES FOR THE CALENDAR YEAR  
OF 2015.**

SUMMIT COUNTY D.O.E.S PROVIDES SERVICES TO ALL CITY BUILDINGS FOR THIS UTILITY.

THE DIRECTOR OF PUBLIC SERVICE CERTITIES THIS PURCHASE TO BE AN EMERGENCY MEASURE NECESSARY FOR THE IMMEDIATE PRESERVATION OF THE PUBLIC HEALTH AND SAFETY FOR THE REASON THAT THERE CAN BE NO BREAK IN SERVICE FOR THIS UTILITY.

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 A REQUEST FOR LEGISLATION TO KLABEN FORD LINCOLN INC. FOR GENERAL MAINTENANCE FOR FLEET FOR THE POLICE DEPARTMENT.

PURSUANT TO CITY OF STOW CHARTER, SECTION 4.11 AND CODIFIED ORDINANCE 173.07 (a)(1)G and 173.07 (b)(1)D, THE DIRECTOR OF PUBLIC SERVICE IS REQUESTING ORDINANCE 2014-19 BE AMENDED BY INCREASING THE AUTHORIZATION TO EXPEND FUNDS FROM \$40,000.00 TO \$49,000.00 FOR THE SERVICES OF KLABEN FORD LINCOLN.

THIS LEGISLATION REQUIRES A DUAL CITIATION. FORD IS THE SOLE SOURCE PROVIDER AND KLABEN IS THE PREFERRED FORD DEALER WITHIN THE SOLE SOURCE. INFORMAL QUOTES WERE RECEIVED FROM FOUR (4) COMPANIES WITH KLABEN FORD BEING THE SECOND LOWEST RESPONSIVE AND RESPONSIBLE BIDDER. THE REASON THAT KLABEN WAS SELECTED OVER SPITZER FORD (THE LOWEST BIDDER) IS THE FOLLOWING:

1. The Police Department has a strong working relationship with Klaben, built in two years of satisfactory service to its' police cars.
2. The cities of Hudson, Boston Heights, Munroe Falls, Kent and Kent State University have their police vehicles serviced at Klaben. Klaben also services the EMS vehicles for Boston Heights, Ravenna, Stow and Kent State Universty.
3. While Klaben was not the lowest price overall, they were the lowest for the most common services performed on our vehicles.
4. Klaben will deliver the vehicles back to us; while Spitzer does not do that. Allowing us to keep patrolmen on the road instead of taking two officers out of service to just pick up a vehicle.
5. The overall price difference of \$80.64 between Klaben and Spitzer on all quoted services is insignificant when considering the other factors.

THE DIRECTOR OF PUBLIC SERVICE CERTIFIES THIS PURCHASE TO BE AN EMERGENCY MEASURE NECESSARY FOR THE IMMEDIATE PRESEERVATION OF THE PUBLIC HEALTH AND SAFETY FOR THE REASON THAT THE POLICE DEPARTMENT MUST MAINTAIN A RELIABLE FLEET OF VEHICLES IN ORDER TO INSURE A TIMELY RESPONSE TO EMERGENCIES.

Mr. Baranek 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 AN APPLICATION FOR RESIDENTIAL WATER SYSTEM IMPROVEMENT AND STORM WATER MANAGEMENT UTILITY FEE ASSISTANCE FROM CHRISTINE DELTOUR, WHO LIVES AT 4780 SUNNYSIDE 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, Mrs. Zibritosky 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 YINKAI & SOONTRI LAU, WHO LIVE AT 4618B COX DRIVE.

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, Mrs. Zibritosky seconded this Motion.

After this item was discussed, it was unanimously approved.

REQUEST FROM THE DIRECTOR OF PUBLIC SERVICE REQUESTING BOARD OF CONTROL TO WAIVE THE ANNUAL APPLICATION PROCESS FOR A STOW RESIDENT FOR THE UTILITY FEE ASSISTANCE PROGRAM.

THIS RESIDENT HAS MENTAL CHALLENGES WHICH MAKE IT EXTREMELY DIFFICULT FOR HER TO COMPLETE THE ANNUAL APPLICATION PROCESS. SHE WOULD BE REQUIRED TO INFORM US IF HER FINANCIAL SITUATION SHOULD CHANGE AND WOULD ALSO BE REQUIRED TO CONTACT US EACH YEAR IN THE FALL TO CONFIRM HER PARTICIPATION IN THE PROGRAM.

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

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

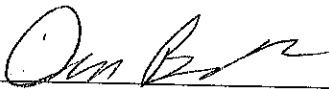
REQUEST FROM THE LANDSCAPE ARBORIST REGARDING THE RELEASE OF A PERFORMANCE GUARANTEE AT 3412 STILLWOOD BOULEVARD.

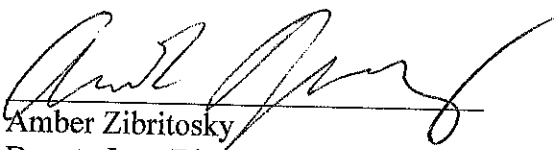
THE LANDSCAPE ARBORIST HAS INSPECTED THE LANDSCAPING AT THIS ADDRESS FOR DREES HOMES AND IS REQUESTING APPROVAL TO RELEASE THE PERFORMANCE GUARANTEE IN THE AMOUNT OF \$2,700.00 BACK TO DREES HOMES ON WHICH IT WAS DRAWN (ORIGINAL CHECK WAS SUBMITTED FOR \$3,000.00 ON JUNE 14, 2013.

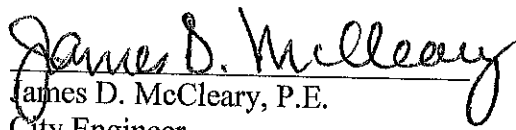
Mr. Baranek moved for discussion of this item, Mrs. Zibritosky seconded This motion.

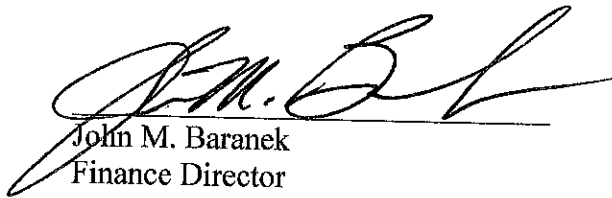
After this item had been discussed, it was unanimously approved.

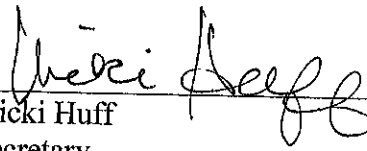
With no further business to discuss, Mr. Baranek moved, Mrs. Zibritosky seconded to adjourn the meeting at 9:43 a.m.

  
Donald Brooker  
Assistant Service Director

  
Amber Zibritosky  
Deputy Law Director

  
James D. McCleary, P.E.  
City Engineer

  
John M. Baranek  
Finance Director

  
Vicki Huff  
Secretary

<u>DEPT</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>BID/QUOTE</u>	<u>AMOUNT</u>
CEMETERY	MID AMERICAN ENERGY SV FOR CEMETERY BUILDINGS	SPRAY INSULATION	LOW QUOTE OF 2	\$3,781.00

Discuss: Motion: Mr. Baranek Second: Mr. McCleary Abstain: \_\_\_\_\_  
 Approve: Unanimously Passed:  Passed:  Denied:  Held:  TOTAL PO AMOUNT: \$3,781.00

**CLERKS**  
**RELIABLE SNOW PLOWING**  
 2014-15 COURTHOUSE SNOW  
 REMOVAL

SBP 2014-15 SNOW REMOVAL SV LOW QUOTE OF 3 \$5,000.00

Discuss: Motion: Mr. Baranek Second: Mr. McCleary Abstain: \_\_\_\_\_  
 Approve: Unanimously Passed:  Passed:  Denied:  Held:  TOTAL PO AMOUNT: \$5,000.00

**INFO SERV**  
**PARK PLACE TECHNOLOGIES L L C**  
 11.01.14 - 10.31.15

SERVER MAINTENANCE BEST PRACTICAL \$5,604.00

Discuss: Motion: Mr. Baranek Second: Mr. McCleary Abstain: \_\_\_\_\_  
 Approve: Unanimously Passed:  Passed:  Denied:  Held:  TOTAL PO AMOUNT: \$5,604.00

Discuss: Motion: Mr. Baranek Second: Mr. McCleary Abstain: \_\_\_\_\_  
 Approve: Unanimously Passed:  Passed:  Denied:  Held:  TOTAL PO AMOUNT: \$5,604.00

<u>DEPT</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>BID/QUOTE</u>	<u>AMOUNT</u>
PARKS/REC	MOWER SHOP THE	MOWER	BID - STATE OF OHIO	\$6,799.20
	FOR PARK GROUNDS MAINTENANCE			

Discuss: Motion: Mr. Baranek Second: Mr. McCleary Abstain: \_\_\_\_\_  
 Approve: Unanimously Passed:  Passed:  Denied:  Held:   
**TOTAL PO AMOUNT: \$6,799.20**

PARKS/REC **TALLMADGE CITY OF** STOW ALL STAR BASKETBALL SOLE SOURCE \$3,200.00  
 EIGHT ALL STAR TEAMS FOR  
 TALLMADGE BASKETBALL LEAGUE

Discuss: Motion: Mr. Baranek Second: Mr. McCleary Abstain: \_\_\_\_\_  
 Approve: Unanimously Passed:  Passed:  Denied:  Held:   
**TOTAL PO AMOUNT: \$3,200.00**

PARKS/REC **HANSON GEORGE** DRIVING RANGE LEASE CONTRACT \$18,000.00  
 5.01.15 - 1.01.16  
 ORD 2009-85

Discuss: Motion: Mr. Baranek Second: Mrs. Zibrityosky Abstain: \_\_\_\_\_  
 Approve: Unanimously Passed:  Passed:  Denied:  Held:   
**TOTAL PO AMOUNT: \$18,000.00**

POLICE **KLABEN FORD LINCOLN INC** SBP WARRANTY WORK & REPAIRS PREFERRED SOURCE \$9,000.00  
 MAINT ON POLICE VEH THRU 2014  
 NEEDS LEGISLATION

Discuss: Motion: Mr. Baranek Second: Mrs. Zibrityosky Abstain: \_\_\_\_\_  
 Approve: Unanimously Passed:  Passed:  Denied:  Held:   
**TOTAL PO AMOUNT: \$9,000.00**

PURCHASE **HANSON GEORGE** DRIVING RANGE LEASE CONTRACT \$6,000.00  
 FOR FEBRUARY, MARCH & APRIL  
 2015 - ORD 2012-48

Discuss: Motion: Mr. Baranek Second: Mrs. Zibrityosky Abstain: \_\_\_\_\_  
 Approve: Unanimously Passed:  Passed:  Denied:  Held:   
**TOTAL PO AMOUNT: \$6,000.00**

<u>DEPT</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>BID/QUOTE</u>	<u>AMOUNT</u>
SERVICE	<b>SUMMIT CO ENVIRONMENTAL SERV</b>	SBP SEWER SERVICE	UTILITY SOURCE	\$7,153.50
	55509	REDISTRIBUTED FUNDS FROM PO#		

Discuss: Motion: Mr. Baranek Second: Mrs. Zibritosky Abstain: \_\_\_\_\_

Approve: Unanimously Passed:  Passed:  Denied:  Held:

TOTAL PO AMOUNT: \$7,153.50

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<u>DESCRIPTION</u>	<u>BID/QUOTE</u>	<u>AMOUNT</u>
SBP SEWER SV - FOX DEN	UTILITY SOURCE	\$2,500.00
SBP SEWER SV - 75% CTHSE		\$1,000.00
SBP SEWER SV - 25% CTHSE		\$400.00
SBP SEWER SV - PARK MAINT		\$5,000.00
SBP SEWER SV - MISC OPER		\$8,300.00
SBP SEWER SV - FIRE		\$8,450.00
SBP SEWER SV - STREET		\$1,800.00
SBP SEWER SV - WATER		\$1,500.00
SBP SEWER SV - CEMETERIES		\$350.00

Discuss: Motion: Mr. Baranek      Second: Mr. McCleary      Abstain: \_\_\_\_\_  
 Approve: Unanimously Passed:       Passed:       Denied:       Held:       **TOTAL PO AMOUNT: \$29,300.00**

<u>DEPT</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>BID/QUOTE</u>	<u>AMOUNT</u>
STREET	TUCKER W L SUPPLY CO FOR VARIOUS NEEDS	SBP SUPPLIES & INCIDENTALS	LOW QUOTE OF 3	\$4,400.00

Discuss: Motion: Mr. Baranek Second: Mr. McCleary Abstain: \_\_\_\_\_ TOTAL PO AMOUNT: \$4,400.00

Approve: Unanimously Passed:  Passed:  Denied:  Held:

STREET **CARGILL INC** SBP ROAD SALT - 92.5% BID - CUE \$185,000.00

FOR ICE CONTROL ON R-O-W  
\$49.73/TON - 2015 PRICING

SBP ROAD SALT - 7.5% \$15,000.00

Discuss: Motion: Mr. Baranek Second: Mrs. Zibritosky Abstain: \_\_\_\_\_ TOTAL PO AMOUNT: \$200,000.00

Approve: Unanimously Passed:  Passed:  Denied:  Held:

STREET **NEENAH FOUNDRY COMPANY** SBP CASTINGS BEST PRACTICAL - AVAIL \$1,500.00

USED THROUGHOUT THE CITY

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

Approve: Unanimously Passed:  Passed:  Denied:  Held:

STREET **GROSSNICKLE ROBERT S** SBP TOOLS & INCIDENTALS BEST PRACTICAL - AVAIL \$2,000.00

FOR DEPARTMENT USE

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

Approve: Unanimously Passed:  Passed:  Denied:  Held:

<u>DEPT</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>BID/QUOTE</u>	<u>AMOUNT</u>
<u>STREET</u>	<b>VARITECH INDUSTRIES INC</b>	<b>SBP BRINE PARTS</b>	<b>SOLE SOURCE</b>	<b>\$1,500.00</b>
	<b>FOR THE DISBRIBUTOR</b>			

Discuss: Motion: Mr. Baranek Second: Mrs. Zibrityosky Abstain: \_\_\_\_\_

Approve: Unanimously Passed:  Passed:  Denied:  Held:

**TOTAL PO AMOUNT: \$1,500.00**