

Board of Control Minutes – Stow City Hall

Mayor’s Conference Room on Wednesday, October 22, 2014 at 9:30 a.m.

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

ALSO PRESENT: Lisa Jarvis Chief Stone
Chief Film John Earle
Rob Kurtz Linda Nahrstedt
Don Brooker Dale Germano

The Board of Control Minutes are attached.

Other items on the agenda were:

REQUEST FROM THE FINANCE DIRECTOR REGARDING THE CITY’S GENERAL INSURANCE COVERAGE AWARD.

IN ACORDANCE WITH THE PROVISIONS OF SECTION 173.07 (a)(1)D OF THE CITY’S CODIFIED ORDINANCES, THE FINANCE DIRECTOR IS ADVISING THE MEMBERS OF COUNCIL AS TO THE TERMS FOR THE RECOMMENDED CONTRACTS FOR OUR GENERAL INSURANCE COVERAGE FOR 2014-2015.

QUOTES FOR THE CITY’S COMPREHENSIVE GENERAL INSURANCE CONTRACTS WERE OBTAINED THROUGH THE RFP PROCESS THIS MONTH. WE REQUESTED FORMAL QUOTES FROM FIVE INSURANCE AGENCIES AND RECEIVED FOUR RESPONSES.

ACCORDING TO THE CITY’S CODIFIED ORDINANCES, AFTER THE RFP PROCESS RESULTS IN THE AWARD OF A CONTRACT, THE CITY IS PERMITTED TWO RENEWALS WITH COUNCIL APPROVAL BEFORE CONTRACT PROPOSALS ARE REQUESTED. THE 2014-15 CONTRACTS WILL CONSTITUTE THE RFP AWARD FOR THE CITY’S GENERAL INSURANCE COVERAGE. WE WILL THEN BE ELIGIBLE TO RENEW THE COVERAGE FOR 2015-16 AND 2016-17.

WICHERT INSURANCE COMPANY HAS PROPOSED ITS COMBINED PROPERTY, AUTO, GENERAL LIABILITY AND UMBRELLA COVERAGES FOR 2014-15 AT A PREMIUM OF \$103,263. THIS IS A DECREASE OF \$440 FROM THE PREVIOUS YEAR.

LOVE INSURANCE CO. HAS OFFERED ITS LAW ENFORCEMENT AND PUBLIC OFFICIALS INSURANCE CONTRACTS FOR 2014-15 FOR A RATE OF \$83,576. THIS IS AN INCREASE OF \$3,143 OVER THE 2013-14 CONTRACT.

WICHERT INSURANCE COMPANY AND LOVE INSURANCE ARE OUR CURRENT INSURANCE PROVIDERS. WE HAVE HIGH-QUALITY INSURANCE COVERAGE FOR THE CITY WITH BOTH COMPANIES. THE FINANCE DIRECTOR IS RECOMMENDING THAT WE ENTER INTO CONTRACTS WITH WICHERT AND LOVE INSURANCE FOR THE PROVISION OF THE CITY'S INSURANCE COVERAGE FOR 2014-15.

Mayor Drew 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 FINANCE REGARDING THE RESULTS OF THE CITY'S RFP, THE DIRECTOR OF FINANCE IS RECOMMENDING THE AWARD OF THE CITY'S GENERAL INSURANCE COVERAGE FOR THE 2014-15 YEAR, PER SECTION 173.07 (a)(1)D OF THE STOW CODIFIED ORDINANCES, COMMENCING NOVEMBER 1, 2014, AS FOLLOWS:

<u>Component</u>	<u>Premium</u>	<u>Company</u>
Building and Contents including, Electronic Data Processing	\$ 35,081.00	Wichert Ins. Services
Automobile	\$ 23,740.00	Wichert Ins. Services
General Liability, including E.M.S./Fire Professional, Water Dept. & Golf Course	\$ 13,048.00	Wichert Ins. Services
Umbrella - \$10,000,000	<u>31,394.00</u>	Wichert Ins. Services
Total	\$103,263.00	
Law Enforcement - \$1,000,000	\$ 40,118.00	Love Insurance
Public Official Liability - \$1,000,000	<u>\$ 43,458.00</u>	Love Insurance
Total	\$ 83,576.00	

Grand Total \$186,839.00

THE UMBRELLA IN THE AMOUNT OF \$10,000,000 IS IN EXCESS OF \$1,000,000 FOR ALL COVERAGE COMPONENTS.

THE CITY HAS MAINTAINED CONTRACTS WITH WICHERT INSURANCE SERVICES AND LOVE INSURANCE IN THE PAST. THEY HAVE ALWAYS SERVED THE CITY IN AN EFFICIENT AND PROFESSIONAL MANNER.

Mayor Drew 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 LEGISLATION REQUEST FOR OHIO EDISON COMPANY FOR ELECTRIC SERVICE.

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 BE PREPARED AUTHORIZING THE EXPENDITURE OF UP TO \$528,500.00 FOR ELECTRIC SERVICE FROM OHIO EDISON COMPANY FOR THE CALENDAR YEAR OF 2015.

ALL CITY FACILITIES USE THIS LOCAL PROVIDER FOR ELECTRIC SERVICES.

Mayor Drew 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 FOR AT&T SERVICES, INC. FOR TELEPHONE, INTERNET AND ADVERTISING SERVICES FOR 2014.

PURSUANT TO CITY OF STOW CODIFIED ORDINANCE 173.07 (a)(1)C and 173.07 (b)(1)D, THE DIRECTOR OF PUBLIC SERVICE IS REQUESTING ORDINANCE 2013-185 BE AMENDED, INCREASING THE AUTHORIZATION TO EXPEND FUNDS FROM \$154,000.00 TO \$157,000.00 FOR TELEPHONE AND ADVERTISING SERVICES FROM AT&T SERVICES INC. FOR THE CALENDAR YEAR 2014.

ALL CITY DEPARTMENTS USE THIS UTILITY VENDOR FOR TELEPHONE LINE, MISCELLANEOUS COMMUNICATION SERVICES AND U-VERSE

SERVICE. YELLOW AND WHITE PAGE ADVERTISING SERVICES ARE ALSO PAID TO THIS VENDOR.

THE DIRECTOR OF PUBLIC SERVICE IS ALSO REQUESTING THE COUNCIL WAIVE THE RULE REQUIRING THREE READINGS PRIOR TO VOTING ON THIS LEGISLATION.

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

After this item was discussed, it was unanimously approved.

REQUEST FROM THE LANDSCAPE ARBORIST REGARDING THE INSPECTION AND APPROVAL OF THE FINAL LANDSCAPING AT 4346 KENT ROAD FOR McDONALDS CORPORATION. THE LANDSCAPE ARBORIST IS REQUESTING THAT THE BOARD OF CONTROL AUTHORIZE THE RELEASE OF THE \$1,000.00 MAINTENENACE BOND FOR THIS PROJECT.

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 PARKS AND RECREATION DEPARTMENT FOR AN APPROVAL OF A REQUISITION TO KEIM LUMBER COMPANY FOR NEW HARDWOOD FLOORING FOR SILVER SPRINGS LODGE, IN THE AMOUNT OF \$12,270.90.

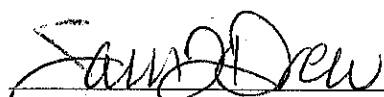
Mayor Drew move for discussion of this item, Mr. McCleary seconded This motion.

After this item was discussed, it was unanimously approved.

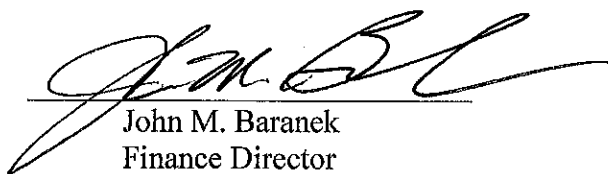
Mayor Drew moved to approve the Board of Control Minutes of October 1, 2014, seconded by Mr. McCleary. Unanimously approved.

Mayor Drew moved to approve the Board of Control Minutes of October 8, 2014, seconded by Mrs. Zibritsky. Unanimously approved.

With no further business, Mr. Baranek moved, Mayor Drew seconded to adjourn the meeting at 9:35 a.m.



Sara Drew
Mayor



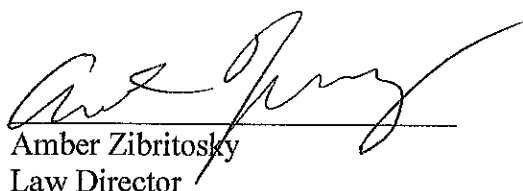
John M. Baranek
Finance Director



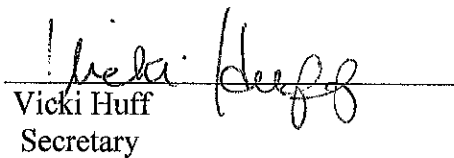
Nicholas Wren
Service Director



James D. McCleary, P.E.
City Engineer



Amber Zibritosky
Law Director



Vicki Huff
Secretary

City of Stow
Sara Drew, Mayor
Board of Control
10/22/14

DEPT	VENDOR	DESCRIPTION	BID/QUOTE	AMOUNT
CIVIL SV	RAMSEY & ASSOCIATES PERSONNEL	TESTING FEE - FIRST 40	LOW QUOTE OF 3	\$760.00
	FIREFIGHTER ENTRY LEVEL EXAM			

TESTING FEE	\$1,248.00
MONITORS	\$230.00
PROTEST PERIOD	\$115.00
ESTIMATED COST UNUSED BOOKS	\$50.00

Discuss: Motion: Mayor Drew Second: Mr. McCleary Abstain: _____ **TOTAL PO AMOUNT:** \$2,403.00
 Approve: Unanimously Passed: Passed: Denied: Held:

DEPT	VENDOR	DESCRIPTION	BID/QUOTE	AMOUNT
FIRE	C D W GOVERNMENT INC USED FOR FIRE INSPECTIONS	APPLE IPADS	BEST PRACTICAL	\$1,437.12
		APPLE IPAD		\$575.04
		IPAD CASES		\$156.00
		LASER ETCHING		\$48.00

Discuss: Motion: Mayor Drew Second: Mr. McCleary Abstain: _____ TOTAL PO AMOUNT: \$2,216.16

Approve: Unanimously Passed: Passed: Denied: Held:

FOX DEN SOUTH EAST HARLEY DAVIDSON CO GOLF CART RENTAL BEST PRACTICAL \$1,584.00

FOR SPECIAL EVENTS

Discuss: Motion: Mayor Drew Second: Mr. McCleary Abstain: _____ TOTAL PO AMOUNT: \$1,584.00

Approve: Unanimously Passed: Passed: Denied: Held:

INCOME TAX K M S 2000 INC DBA PPI GRAPHICS #10 WINDOW ENVELOPES PREFERRED SOURCE \$874.50

FOR MONTHLY & QRTLY INCOME BILLS

9 WINDOW ENVELOPES \$1,110.00

Discuss: Motion: Mayor Drew Second: Mr. McCleary Abstain: _____ TOTAL PO AMOUNT: \$1,984.50

Approve: Unanimously Passed: Passed: Denied: Held:

<u>DEPT</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>BID/QUOTE</u>	<u>AMOUNT</u>
POLICE	ALLIED INFOTECH CORP	SBP MICROFILMING SERVICES	PREFERRED SOURCE	\$4,405.00
	THEY HAVE THE BEST TURN TIME			

Discuss: Motion: Mayor Drew Second: Mr. McCleary Abstain: _____ **TOTAL PO AMOUNT: \$4,405.00**

Approve: Unanimously Passed: Passed: Denied: Held:

POLICE SILVER LAKE VILLAGE OF ANNUAL FAIR SHARE - SWAT SOLE SOURCE \$11,489.52

Discuss: Motion: Mayor Drew Second: Mr. McCleary Abstain: _____ **TOTAL PO AMOUNT: \$11,489.52**

Approve: Unanimously Passed: Passed: Denied: Held:

DEPT **VENDOR**
PURCHASE **OHIO EDISON COMPANY**
EST FOR 2015 - ALL CITY BLDGS
NEEDS LEGISLATION

DESCRIPTION	BID/QUOTE	AMOUNT
SBP ELECTRIC SV	UTILITY SOURCE	\$20,000.00
SBP ELECTRIC SV - 75%		\$46,000.00
SBP ELECTRIC SV - 25%		\$16,000.00
SBP ELECTRIC SV		\$42,000.00
		\$97,000.00
		\$66,000.00
		\$65,000.00
		\$21,000.00
		\$1,500.00
		\$48,000.00
		\$106,000.00

DEPT **VENDOR** **DESCRIPTION** **BID/QUOTE** **AMOUNT**

Discuss: Motion: Mayor Drew Second: Mr. McCleary Abstain: _____ **TOTAL PO AMOUNT:** \$528,500.00

Approve: Unanimously Passed: Passed: Denied: Held:

SERVICE **RECORD PUBLISHING COMPANY** **CITY LEAF PICK UP AD** **BEST PRACTICAL** **\$4,284.00**
TO RUN IN STOW SENTRY
OCT-12,19,26 & NOV-2,9,16,23

Discuss: Motion: Mayor Drew Second: Mr. McCleary Abstain: _____ **TOTAL PO AMOUNT:** \$4,284.00

Approve: Unanimously Passed: Passed: Denied: Held:

DEPT **VENDOR**
SERVICE **KIMBLE RECYCLING & DISPOSAL INC**
 2015 SERVICE FOR CITY OWNED
 FACILITIES ORD 2014-10

<u>DESCRIPTION</u>	<u>BID/QUOTE</u>	<u>AMOUNT</u>
SANITATION SV - CITY HALL	BID - FORMAL	\$1,404.00
SANITATION SV - RECYCLED		\$468.00
SANITATION SV - CRTHSE - 50%		\$312.00
SANITATION SV - FIRE #2		\$936.00
SANITATION SV - FIRE #3		\$936.00
SANITATION SV - ADELL DURBIN		\$1,248.00
SANITATION SV - HERITAGE		\$1,248.00
SANITATION SV - OREGON TR		\$624.00
SANITATION SV - GARDEN		\$936.00

DEPT VENDOR

DESCRIPTION

BID/QUOTE

AMOUNT

Discuss: Motion: Mayor Drew Second: Mr. McCleary Abstain: _____ TOTAL PO AMOUNT: \$8,424.00

Approve: Unanimously Passed: Passed: Denied: Held:

DEPT VENDOR
SERVICE OHIO DISPOSAL LLC
 2015 SERVICE FOR CITY OWNED FACILITIES

<u>DESCRIPTION</u>	<u>BID/QUOTE</u>	<u>AMOUNT</u>
SANITATION SV - SAFETY 50%	BID - FORMAL	\$791.84
SANITATION SV - SKIP		\$791.76
SANITATION SV - SV CTR 55%		\$1,180.00
SANITATION SV - SV CTR 25%		\$173.36
SANITATION SV - SV CTR 20%		\$1,716.00
SANITATION SV - S.S. LODGE		\$780.00
SANITATION SV - STOW CEM		\$624.00
SANITATION SV - BALLFIELDS		\$1,980.00
		\$720.00
		\$293.36
		\$1,219.05

DEPT VENDOR
 SERVICE **OHIO DISPOSAL LLC**
 2015 SERVICE FOR CITY OWNED FACILITIES

DESCRIPTION	BID/QUOTE	AMOUNT
SANITATION SV - BALLFIELDS	BID - FORMAL	\$250.00
SANITATION SV - S.S. CGRND		\$480.00
SANITATION SV - FOX DEN		\$2,520.00
		\$240.00

Discuss: Motion: Mayor Drew Second: Mr. Baranek Abstain: _____ **TOTAL PO AMOUNT: \$13,759.17**
 Approve: Unanimously Passed: Passed: Denied: Held:

STREET DIVERSIFIED REDI-MIX LTD SBP CONCRETE BID - MAT'LS \$7,500.00
 USED FOR VARIOUS PROJECTS
 THROUGHOUT THE CITY

Discuss: Motion: Mayor Drew Second: Mr. McCleary Abstain: _____ **TOTAL PO AMOUNT: \$7,500.00**
 Approve: Unanimously Passed: Passed: Denied: Held:

STREET HD SUPPLY WATERWORKS LTD SBP PIPES & GRATES BID - MAT'LS \$10,000.00
 FOR VARIOUS PROJECTS
 THROUGHOUT THE CITY

Discuss: Motion: Mayor Drew Second: Mr. McCleary Abstain: _____ **TOTAL PO AMOUNT: \$10,000.00**
 Approve: Unanimously Passed: Passed: Denied: Held:

<u>DEPT</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>BID/QUOTE</u>	<u>AMOUNT</u>
STREET	QUICK SERVICE WELDING/MACHINE FOR VARIOUS WELDING JOBS	SBP WELDING SV & SUPPLIES	SOLE SOURCE	\$6,000.00

Discuss: Motion: Mayor Drew Second: Mr. McCleary Abstain: _____ TOTAL PO AMOUNT: \$6,000.00

Approve: Unanimously Passed: Passed: Denied: Held:

<u>STREET</u>	<u>NEENAH FOUNDRY COMPANY USED THROUGHOUT THE CITY</u>	<u>SBP CASTINGS</u>	<u>BEST PRACTICAL - AVAIL</u>	<u>AMOUNT</u>
				\$3,000.00

Discuss: Motion: Mayor Drew Second: Mr. McCleary Abstain: _____ TOTAL PO AMOUNT: \$3,000.00

Approve: Unanimously Passed: Passed: Denied: Held: