

Board of Control Minutes – Stow City Hall

Mayor's Conference Room on Wednesday, December 17, 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 Kathy Vaughn
 John Earle Chief Stone
 Chief Film

The Board of Control Minutes are attached.

Other items on the agenda were:

REQUEST FROM THE LAW DIRECTOR REGARDING DIRECT INDICTMENT SERVICES.

PURSUANT TO SECTION 173.06, C.O.S. THE LAW DIRECTOR IS REQUESTING APPROVAL FROM THE BOARD OF CONTROL FOR THE DIRECT INDICTMENT SERVICES AGREEMENT FOR THE YEAR 2015, WHICH IS A RENEWAL OF THE AGREEMENT BETWEEN THE CITY OF STOW, COUNTY OF SUMMIT, AND SUMMIT COUNTY PROSECUTOR'S OFFICE. ALL OF THE TERMS OF THIS RENEWAL AGREEMENT ARE THE SAME AS PREVIOUSLY AGREED TO, INCLUDING THE \$1,000.00 PER MONTH (\$12,000 PER YEAR) FEE CHARGED FOR SAID SERVICES.

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 CITY ENGINEER REGARDING STILLWOOD ESCROW REDUCTION. MIKE RANKINE, REPRESENTING STILLWOOD DEVELOPERS,

LLC, HAS REQUESTED A REDUCTION IN THE ESCROW ACCOUNT WITH WESTFIELD BANK AS FOLLOWS:

ACCOUNT BALANCE	\$110,000.00
LESS PHASE 1A	<u>\$ 75,000.00</u>
 BALANCE REMAINING	 \$ 35,000.00

THE CITY ENGINEER IS RECOMMENDING THE REDUCTION OF \$75,000.00 FROM THE ESCROW ACCOUNT WITH WESTFIELD BANK. THE REMAINING BALANCE IS SUFFICIENT TO COMPLETE THE PROJECT.

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 LANDSCAPE ARBORIST REGARDING THE INSPECTION OF THE LANDSCAPING AT 4442 FOREST LAKE COURT FOR PARKVIEW HOMES AND A REQUEST FOR APPROVAL TO RELEASE THE PERFORMANCE GUARANTEE IN THE AMOUNT OF \$1,800.00 BACK TO PARKVIEW CUSTOM HOMES, LLC ON WHICH IT WAS DRAWN (ORIGINAL CHECK WAS SUBMITTED FOR \$2,000.00 ON JUNE 5, 2014.

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

PURSUANT TO CODIFIED ORDINANCE 173.07 (a)(1)G AND 173.07 (b)(1)D, THE DIRECTOR OF PUBLIC SERVICE IS REQUESTING LEGISLATION BE PREPARED AUTHORIZING THE EXPENDITURE OF UP TO \$50,000.00 WITH KLABEN FORD LINCOLN INC. YEAR 2015.

THIS LEGISLATION REQUIRES A DUAL CITATION. FORD IS THE SOLE SOURCE PROVIDER AND KLABEN IS THE PREFERRED FORD DEALER WITHIN THE SOLE SOURCE. INFORMAL QUOTES WERE RECEIVED FROM 4 COMPENIES 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 on 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 University.
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 just to 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 PRESERVATION 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.

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

After this item was discussed, it was unanimously approved.

THE LAW DEPARTMENT PRESENTED A MORAL CLAIM FOR CHRISTOPHER COTTER OF 4198 BRADLEY WOODS CIRCLE IN STOW. MR. COTTER CLAIMS THAT ON AUGUST 21, 2014 THE STOW WATER DEPARTMENT CAME TO HIS HOUSE TO DETERMINE WHETHER THERE HAD BEEN A BREAK IN THE WATER LINE RUNNING TO HIS RESIDENCE. HIS WATER PUMP HAD BEEN RUNNING EXCESSIVELY, WHICH CAUSED EXTENSIVE DAMAGE TO HIS FOUNDATION. MOLD STARTED TO DEVELOP ON ONE END OF HIS FINISHED BASEMENT.

MR COTTER STATED THAT SINCE THE CITY OF STOW INSTALLED THE SUBJECT WATER LINE AND SELECTED THE MATERIALS FOR THIS, IT IS THE CITY'S RESPONSIBILITY FOR THE LEAK AND SUBSEQUENT DAMAGE. HE IS SEEKING \$1,248.96 IN DAMAGES.

OUR WATER DEPARTMENT DETERMINED THAT THE WATER LINE WAS LEAKING OUTSIDE THE BASEMENT WALL. THE LEAK WENT UNDETECTED FOR A LONG TIME. THE HOMEOWNER WAS ADVISED THAT THE SERVICE LINE, FROM THE CURB BOX NEAR THE MAIN, TO THE METER WAS THE RESPONSIBILITY OF THE INDIVIDUAL HOMEOWNER, THEREFORE THEIR RESPONSIBILITY TO REPAIR.

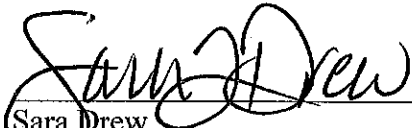
THE CITY OF STOW WATER DEPARTMENT'S SUPERINTENDENT, STATES, "THE CITY TOOK OWNERSHIP OF ITS WATER SYSTEM ON NOVEMBER 6, 2001. THE WATER TAP FOR THIS LOT WAS INSTALLED ON AUGUST 14, 1985. INSTALLATION WAS DONE BY SUMMIT COUNTY ENVIRONMENTAL SERVICES WATER DIVISION, PREVIOUS OWNERS OF THE WATER SYSTEM. AS IS THE CASE FOR ANY UTILITY, THE INSTALLATION INCLUDES THE TAP ON THE MAIN LINE, A LENGTH OF COPPER, TERMINATING IN THE CURB STOP AT THE RIGHT-OF-WAY LINE. THE BUILDER IS RESPONSIBLE TO INSTALL THE SERVICE LINE FROM THE CURB STOP INTO THE HOME, ENDING AT THE METER. THE METER IS THE RESPONSIBILITY OF THE UTILITY, BUT ANY PLUMBING OR VALVES ON EITHER SIDE ARE THE SOLE RESPONSIBILITY OF THE HOMEOWNER. INSTALLATION SPECS FOR SERVICE LINES, IN EFFECT AT THE TIME, WOULD HAVE CALLED FOR 1" 'K' COPPER, WHICH IS WHAT IS NOTED AS BEING INSTALLED. THIS SERVICE INSTALL IS 29 YEARS OLD, SO THERE IS NO QUESTION THAT THE PROPER MATERIALS WERE USED AND THE INSTALLATION DONE CORRECTLY.

MR. BARANEK ALSO REFERRED TO CITY OF STOW CODIFIED ORDINANCE 921.02 WHICH STATES:

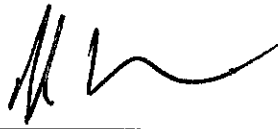
"WATER SERVICE CONNECTION MEANS THE LINE RUNNING FROM THE CITY WATERLINE TO THE USER'S RESIDENCE OR BUSINESS OF WHICH THE PORTION FROM THE WATERLINE TO AND INCLUDING THE CURB BOX SHALL BE OWNED AND MAINTAINED BY THE CITY AND THE PORTION FROM THE CURB BOX TO THE USER'S STRUCTURE SHALL BE OWNED AND MAINTAINED BY THE USER.


Mayor Drew moved to deny this claim and move it forward to Stow City Council for their approval or denial, seconded by Mr. McCleary. Unanimously approved. THIS MORAL CLAIM WILL BE FORWARDED TO STOW CITY COUNCIL FOR THEIR FINANCE COMMITTEE AGENDA. MR. COTTER WILL BE NOTIFIED.

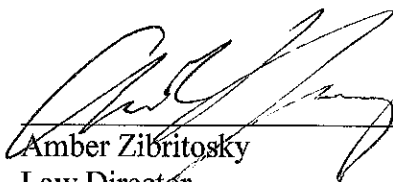
With no further business, Mr. Baranek moved, Mayor Drew seconded to adjourn the meeting at 9:45 a.m.

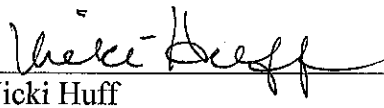

Sara Drew
Mayor


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
12/17/14

<u>DEPT</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>BID/QUOTE</u>	<u>AMOUNT</u>
BLDG MAINT	COMMUNALE S A CO INC OVER & BEYOND CONTRACT ORD 2013-162	SBP HVAC REPAIR SV - 1110	CONTRACT	\$5,000.00
		SBP HVAC REPAIR SV - 1405		\$2,500.00
		SBP HVAC REPAIR SV - 2018		\$2,000.00
		SBP HVAC REPAIR SV - 2084		\$3,000.00
		SBP HVAC REPAIR SV - 2016		\$1,500.00
		SBP HVAC REPAIR SV - 1120		\$2,000.00
		SBP HVAC REPAIR SV - 1121		\$1,500.00
		SBP HVAC REPAIR SV - 1602		\$1,500.00
		SBP HVAC REPAIR SV - 1502		\$750.00

DEPT	VENDOR	DESCRIPTION	BID/QUOTE	AMOUNT
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Discuss:	Motion: <u>Mayor Drew</u>	Second: <u>Mr. Baranek</u>	Abstain: _____	TOTAL PO AMOUNT: <u>\$19,750.00</u>
Approve:	Unanimously Passed: <input checked="" type="checkbox"/>	Passed: <input type="checkbox"/>	Denied: <input type="checkbox"/>	Held: <input type="checkbox"/>

BLDG MAINT ALLDATA LLC	RENEWAL OF VEH MAINT SOFTWARE	DATA SUBSCRIPTION RENEWAL	BEST PRACTICAL - AVAIL	\$750.00
\$1,500.00	USED BY PARK/BLDG MAINT			

Discuss:	Motion: <u>Mayor Drew</u>	Second: <u>Mr. Baranek</u>	Abstain: _____	TOTAL PO AMOUNT: <u>\$1,500.00</u>
Approve:	Unanimously Passed: <input checked="" type="checkbox"/>	Passed: <input type="checkbox"/>	Denied: <input type="checkbox"/>	Held: <input type="checkbox"/>

BLDG MAINT DORTRONIC SERVICE	CITY GARAGE DOOR REPAIRS	SBP GARAGE DOOR REPAIRS	BEST PRACTICAL - TIME	\$2,300.00
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Discuss:	Motion: <u>Mayor Drew</u>	Second: <u>Mr. Baranek</u>	Abstain: _____	TOTAL PO AMOUNT: <u>\$2,300.00</u>
Approve:	Unanimously Passed: <input checked="" type="checkbox"/>	Passed: <input type="checkbox"/>	Denied: <input type="checkbox"/>	Held: <input type="checkbox"/>

BUILDING A A BLUEPRINT COMPANY INC	BASED ON 2014 EXPENSES	SBP 2015 SCANNING SERVICES	LOW QUOTE OF 3	\$2,000.00
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				\$2,000.00
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Discuss:	Motion: <u>Mayor Drew</u>	Second: <u>Mr. Baranek</u>	Abstain: _____	TOTAL PO AMOUNT: <u>\$4,000.00</u>
Approve:	Unanimously Passed: <input checked="" type="checkbox"/>	Passed: <input type="checkbox"/>	Denied: <input type="checkbox"/>	Held: <input type="checkbox"/>

DEPT	VENDOR	DESCRIPTION	BID/QUOTE	AMOUNT
PLANNING	CASTO LANDSCAPE CO INC	SBP MOWING OF VIOLATIONS	BEST PRACTICAL - AVAIL	\$7,000.00
	TO BE ASSESSED TO PROPERTY TAXES			
Discuss:	Motion: <u>Mr. Baranek</u>	Second: <u>Mayor Drew</u>	Abstain: _____	TOTAL PO AMOUNT: <u>\$7,000.00</u>
Approve:	Unanimously Passed: <input checked="" type="checkbox"/>	Passed: <input type="checkbox"/>	Denied: <input type="checkbox"/>	Held: <input type="checkbox"/>
POLICE	MATTHEW BENDER & CO INC DBA	SBP LEGAL PUBLICATIONS	SOLE SOURCE	\$5,000.00
	USED BY ALL OFFICERS & D.B. UP TO DATE LAWS & REVISIONS			
Discuss:	Motion: <u>Mr. Baranek</u>	Second: <u>Mayor Drew</u>	Abstain: _____	TOTAL PO AMOUNT: <u>\$5,000.00</u>
Approve:	Unanimously Passed: <input checked="" type="checkbox"/>	Passed: <input type="checkbox"/>	Denied: <input type="checkbox"/>	Held: <input type="checkbox"/>
POLICE	REED ELSEVIER INC	SBP MONTHLY ONLINE RESEARCH	SOLE SOURCE	\$2,700.00
	USED BY OFFICERS & DETECTIVES WHEN INVESTIGATING CASES			
Discuss:	Motion: <u>Mr. Baranek</u>	Second: _____	Mayor Drew	Abstain: _____
Approve:	Unanimously Passed: <input checked="" type="checkbox"/>	Passed: <input type="checkbox"/>	Denied: <input type="checkbox"/>	Held: <input type="checkbox"/>
POLICE	B P PRODUCTS NORTH AMERICA INC	SBP GASOLINE	BEST PRACTICAL - AVAIL	\$1,000.00
	FOR VEHICLE FLEET WHEN TRAVELING OR CITY PUMPS UNAVAILABLE			
Discuss:	Motion: <u>Mr. Baranek</u>	Second: _____	Mayor Drew	Abstain: _____
Approve:	Unanimously Passed: <input checked="" type="checkbox"/>	Passed: <input type="checkbox"/>	Denied: <input type="checkbox"/>	Held: <input type="checkbox"/>
POLICE	ALLIED INFOTECH CORP	SBP MICROFILMING SERVICES	PREFERRED SOURCE	\$7,000.00
	ALL OTHER VENDORS HAVE A NON-COMPLIANT TURN TIME			
Discuss:	Motion: <u>Mr. Baranek</u>	Second: _____	Mayor Drew	Abstain: _____
Approve:	Unanimously Passed: <input checked="" type="checkbox"/>	Passed: <input type="checkbox"/>	Denied: <input type="checkbox"/>	Held: <input type="checkbox"/>
				TOTAL PO AMOUNT: <u>\$7,000.00</u>

<u>DEPT</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>BID/QUOTE</u>	<u>AMOUNT</u>
POLICE	AKRON AUTO & TRUCK TIRE	SBP REPLACEMENT TIRES	BID - CUE	\$8,000.00
	FOR POLICE VEHICLES			

Discuss: Motion: Mr. Baranek Second: Mayor Drew Abstain: _____ **TOTAL PO AMOUNT: \$8,000.00**

Approve: Unanimously Passed: Passed: Denied: Held:

PURCHASE COPECO INC

FOR VARIOUS DEPTS-TO GET THRU
PRINT MGMT PROGRAM BID PERIOD

SBP TONER & INCK CARTRIDGES PREFERRED SOURCE \$10,000.00

Discuss: Motion: Mayor Drew Second: Mr. Baranek Abstain: _____ **TOTAL PO AMOUNT: \$10,000.00**

Approve: Unanimously Passed: Passed: Denied: Held:

STREET HAWKINS PATRICK

FOR SNOW PLOWS

SBP PARTS FOR SNOW PLOWS SOLE SOURCE \$3,000.00

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

Approve: Unanimously Passed: Passed: Denied: Held:

WATER WILLIAMS W W MIDWEST INC

TO GENERATOR AT THE
PUMP HOUSE - MARSH ROAD

SBP PARTS & ER REPAIRS CONTRACT \$1,500.00

Discuss: Motion: Mr. Baranek Second: Mayor Drew Abstain: _____ **TOTAL PO AMOUNT: \$1,500.00**

Approve: Unanimously Passed: Passed: Denied: Held:

DEPT WATER VENDOR H D SUPPLY WATERWORKS LTD
 VARIOUS REPAIRS, PARTS &
 METERS

DESCRIPTION
 SBP REPAIR PARTS/METERS

BID/QUOTE
 BID - MAT'L S

AMOUNT
 \$25,000.00
 \$500.00

Discuss: Motion: Mayor Drew Second: Mr. Baranek Abstain: **TOTAL PO AMOUNT: \$25,500.00**

Approve: Unanimously Passed: Passed: Denied: Held: