

Board of Control Minutes – Stow City Hall

Mayor's Conference Room on Wednesday, February 11, 2015 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 Linda Nahrstedt
 John Earle Chief Stone
 Chief Film Don Brooker
 Rob Kurtz Sheila Rayman
 Dale Germano

The Board of Control Minutes are attached.

Other items on the agenda were:

REQUEST FROM THE DIRECTOR OF FINANCE REGARDING THE STATE AUDIT CONTRACT FOR YEAR ENDING 12/31/14.

REQUEST TO CITY COUNCIL FOR LEGISLATIVE APPROVAL TO ENTER INTO A CONTRACT WITH THE STATE OF OHIO, AUDITOR OF STATE, FOR PURPOSES OF PROVIDING AUDIT SERVICES FOR THE CALENDAR YEAR 2014.

THE DIRECTOR OF FINANCE IS REQUESTING FINANCE COMMITTEE AUTHORIZATION FOR UP TO \$45,000 FOR THE STATE OF OHIO, AUDITOR OF STATE TO PROVIDE THE AUDITING SERVICES IN 2015 FOR YEAR ENDING 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
REQUEST FOR LEGISLATION FOR AN EASEMENT AGREEMENT.

THE DIRECTOR OF PUBLIC SERVICE IS REQUESTING LEGISLATION THAT WOULD AUTHORIZE THE CITY OF STOW TO ENTER INTO AN EASEMENT AGREEMENT WITH THE RESURRECTION EVANGELICAL LUTHERAN CHURCH OF THE WESTERN RESERVE LOCATED AT 1981 GRAHAM ROAD IN STOW. THE PURPOSE OF THIS AGREEMENT IS TO LAY FIBER OPTIC CABLE ACROSS (UNDER) THE PROPERTY OF THE CHURCH AND EVENTUALLY LINK UP WITH LAKEVIEW SCHOOL. ONCE THE CONNECTION TO LAKEVIEW SCHOOL IS ESTABLISHED, THE CITY WILL THEN BE CONNECTED TO NEONET, WHICH WE WILL UTILIZE AS A SECOND INTERNET PROVIDER.

THE CONNECTION TO NEONET WILL NOT ONLY INCREASE OUR BANDWIDTH, BUT IT WILL ALSO ALLOW FOR CONNECTIVITY TO OTHER GOVERNMENTAL ENTITIES SUCH AS TALLMADGE AND KENT STATE UNIVERSITY (CAD). ADDITIONALLY, THIS WILL ALLOW FOR GREATER CONNECTIVITY TO THE STOW SCHOOL SYSTEM, WHICH COULD AID IN POTENTIAL SECURITY BENEFITS MOVING FORWARD.

IN EXCHANGE FOR THE EASEMENT, THE RESURRECTION EVANGELICAL LUTHERAN CHURCH OF THE WESTERN RESERVE WILL RECEIVE THE SUM OF ONE DOLLAR (\$1.00). FURTHERMORE, THE CITY WILL PERFORM DRAINAGE WORK AND TREE PRUNING ON THE NORTHWEST SIDE OF THE CHURCH. DON BROOKER, DEPUTY DIRECTOR OF PUBLIC SERVICE-ADMINISTRATION, HAS MET WITH THE CHURCH AND ESTIMATED IT WILL TAKE ONE CREW 1 – 2 DAYS TO PERFORM THE AGREED UPON WORK.

THE RIGHT OF WAY (ROW) ON GRAHAM ROAD ADJACENT TO THE CHURCH IS HEAVILY LADEN WITH EXISTING UTILITIES. IT IS THE PREFERENCE OF THE INSTALLER AND THE CITY TO COME OUT OF THE ROW AND UTILIZE THE EASEMENT GRANTED BY THE CHURCH FOR 20 – 25 FEET OF THE INSTALLATION, BEFORE RESUMING WORK IN THE ROW.

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

After this item was discussed, it was unanimously approved.

REQUEST FROM THE DIRECTOR OF PUBLIC SERVICE REGARDING HALL
PUBLIC SAFETY COMPANY – CRUISER EQUIPMENT AND INSTALLATION
FOR 2015.

PURSUANT TO CITY OF STOW CHARTER, SECTION 4.11 AND CODIFIED
ORDINANCE 173.07 (a)(1)(B) and 173.07 (b)(1)D, THE DIRECTOR OF PUBLIC
SERVICE IS REQUESTING LEGISLATION BE PREPARED AUTHORIZING THE

EXPENDITUE OF UP TO \$21,500.00 TO HALL PUBLIC SAFETY COMPANY FOR EQUIPMENT AND INSTALLATION ON THE CURRENT POLICE DEPARTMENT VEHICLE FLEET. AS ALWAYS, WE WILL BE USING ANY EQUIPMENT THAT IS STILL SERVICEABLE FROM THE OLDER VEHICLES IN LIEU OF PURCHASING NEW EQUIPMENT.

HALL PUBLIC SERVICE HAS BEEN USED THE LAST SEVEN YEARS WITH GREAT SUCCESS. INSTALLATION OF THIS KIND OF SPECIALIZED EQUIPMENT REQUIRES A UNIQUELY TRAINED INDIVIDUAL. WE QUALIFY HIM AS OUR PREFERRED PROFESSIONAL SOURCE FOR THE FOLLOWING REASONS:

- WHAT SETS THIS VENDOR APART FROM THE REST IS THE QUALITY OF WORKMANSHIP AND CONSISTENCY
- HALL PUBLIC SERVICE IS THE ONLY VENDOR THAT PROVIDES ON-SITE INSTALLATION AND INSTALL COMPLETED IN TWO DAYS PER CAR.
- 24/7 FOR EMERGENCY REPAIRS AND AGAIN REPAIRS ARE MADE ON SITE

THE DIRECTOR OF PUBLIC SERVICE 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 THAT THE EQUIPMENT NEEDS TO BE ORDERED SO THAT IT IS AVAILABLE FOR INSTALL WHEN THE VEHICLES COME IN.

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 MOTOROLA SOLUTIONS FOR PORTABLE RADIOS – GRANT.

PURSUANT TO CITY OF STOW CODIFIED ORDINANCE 17307 (a)(1)G AND 173.07(b)(1)(A), THE DIRECTOR OF PUBLIC SERVICE IS REQUESTING LEGISLATION BE PREPARED AUTHORIZING THE EXPENDITURE OF UP TO \$26,383.00 TO MOTOROLA FOR THE PURCHASE OF (7) PORTABLE RADIOS FOR THE USE ON THE SUMMIT-AKRON800 MHz RADIO SYSTEM.

THE STOW POLICE DEPARTMENT WAS AWARDED THE EDWARD BYRNE JAG GRANT AND GIVEN FUNDING FOR (7) PORTABLE RADIOS.

THE GRANT ALLOWS A PURCHASE OF \$26,383.00 TO BE PAID UP FRONT. ONCE THE PURCHASE HAS BEEN MADE AND PAPERWORK SUBMITTED TO THE STATE OF OHIO, WE WILL BE REIMBURSED 100%.

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 PURPOSE OF PROVIDING A RELIABLE COMMUNICATION SYSTEM FOR OUR SAFETY FORCES IN ORDER TO BETTER SERVE THE PUBLIC.

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 AN AUTHORIZATION TO SOLICIT BIDS FOR THE SPRINGDALE CULVERT REPLACEMENT.

THE CITY OF STOW IS COMPLETING THE SPRINGDALE CULVERT REPLACEMENT PLANS AND SPECIFICATIONS IN ORDER TO SOLICIT BIDS. THIS PROJECT WILL BE BUILT AT THE SAME TIME AS THE SPRINGDALE BIKE LANE PROJECT.

THE CITY ENGINEER IS REQUESTING APPROVAL OF THIS LEGISLATION WITH AN EMERGENCY MEASURE NECESSARY FRO THE IMMEDIATE PRESERVATION OF THE PUBLIC HEALTH AND SAFETY.

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 CITY ENGINEER REGARDING AUTHORIZATION TO SOLICIT BIDS FOR THE SPRINGDALE BIKE LANES.

THE CITY OF STOW IS COMPLETING THE SPRINGDALE BIKE LANES PROJECT PLANS AND SPECIFICATIONS IN ORDER TO SOLICIT BIDS. THE O.D.O.T. GRANT OF \$266,619.00 IS ALLOCATED FOR CONSTRUCTION.

THE CITY ENGINEER IS REQUESTING APPROVAL FOR LEGISLTION WITH AN EMERGENCY MEASURE NECESSARY FOR THE IMMEDIATE PRESERVATION OF THE PUBLIC HEALTH AND SAFETY FOR THE REASON THAT ANY DELAY IN PROCEEDING WITH THIS PROJECT COULD JEOPARDIZE THE FEDERAL FUNDING.

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

Motion.

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

REQUEST FROM THE DIRECTOR OF PUBLIC SERVICE REGARDING A REQUEST FOR LEGISLATION FOR A BACK-UP BUILDING PLANS EXAMINER.

THE OHIO ADMINISTRATIVE CODE (OAC), SECTION 4101:7-2-01 COVERS THE REQUIREMENTS FOR ALL BUILDING DEPARTMENTS IN THE STATE OF OHIO. PER SECTION 4101:7-2-01, (B),(2),(f), THE CITY MUST HAVE (IN ITS EMPLOY OR UNDER CONTRACT) CERTIFIED BACK-UP PERSONNEL FOR ALL REQUIRED POSITIONS. SINCE THE RETIREMENT OF BILL DREW IN 2011, THE CITY HAS NOT HAD AN INDIVIDUAL ON STAFF HOLDING A MASTER PLANS EXAMINER CERTIFICATION TO SERVE AS THE BACK-UP FOR BUD CAREY, ASSISTANT CITY ENGINEER.

IN 2011, THE CITY ENTERED INTO A CONTRACT WITH THE OAK GROUP TO FULFILL THIS REQUIRED CAPACITY FOR THE DEPARTMENT. SINCE THE CONTRACT HAS BEEN ENTERED INTO AT THAT TIME, NO FUNDS HAVE BEEN EXPENDED ON THIS CONTRACT. SINCE THE VOLUME OF SERVICES REQUIRED BY THIS AGREEMENT ARE NOT FIXED AND WILL VARY BASED UPON THE NEED FOR A BACK-UP EXAMINER, WE ARE ALSO ASKING FOR AUTHORIZATION FOR AN APPROPRIATION OF \$2,000.00 PER YEAR PURSUANT TO OHIO REVISED CODE 5705.41'S FUND CERTIFICATION REQUIREMENTS. SHOULD ADDITIONAL AMOUNTS BE REQUIRED, FURTHER APPROVAL FROM BOARD OF CONTROL OR CITY COUNCIL WILL BE REQUIRED. ULTIMATELY, WE DO NOT ANTICIPATE EXPENDING ANY MONEY ON THIS CONTRACT EXCEPT ON A SHORT-TERM, EMERGENCY BASIS SINCE THE SOLE PURPOSE OF THE CONTRACT IS TO FULFILL MINIMUM STAFFING REQUIREMENTS ON THE ANNUAL OPERATIONAL REPORT SUBMITTED TO THE OHIO BOARD OF BUILDING STANDARDS.

IN 2015, THE CONTRACT IS BEING CHANGED FROM AN ANNUAL STATUS TO PERPETUITY WITHIN A 30 DAY NOTICE OF TERMINATION FROM EITHER PARTY. THEREFORE, AT THE REQUEST OF THE LAW DEPARTMENT, WE ARE SUBMITTING THIS MULTI-YEAR CONTRACT FOR APPROVAL FROM STOW CITY COUNCIL.

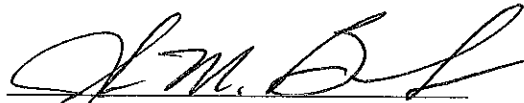
Mayor Drew moved for discussion of this item, Mrs. Zibritsky seconded This motion.

After this item was discussed, it was unanimously approved.

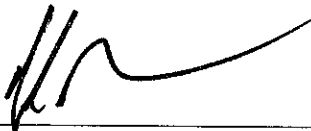
With no further business, Mr. Baranek moved, Mayor Drew seconded to adjourn the meeting at 9:43 a.m.



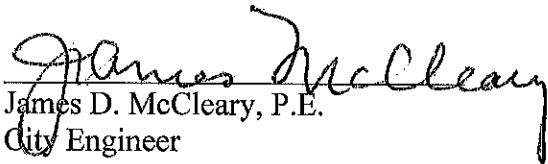
Sara Drew
Mayor



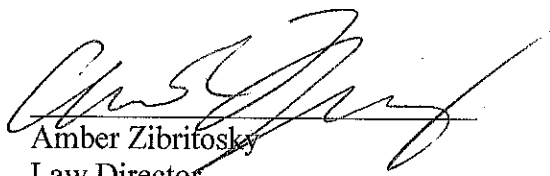
John M. Baranek
Finance Director



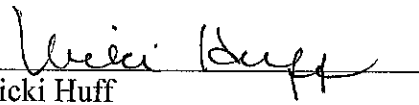
Nicholas Wren
Service Director



James D. McCleary, P.E.
City Engineer



Amber Zibritosky
Law Director



Vicki Huff
Secretary

City of Stow
Sara Drew, Mayor
Board of Control
2/11/15

<u>DEPT</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>BID/QUOTE</u>	<u>AMOUNT</u>
ENGINEER	CUYAHOGA FALLS CITY OF GRAHAM RD PROJECT	R-O-W REIMBURSEMENT	BEST PRACTICAL SOURCE	\$11,143.99
Discuss:	Motion: Mr. McCleary	Second: Mayor Drew	Abstain:	TOTAL PO AMOUNT: \$11,143.99
Approve:	Unanimously Passed: <input checked="" type="checkbox"/>	Passed: <input type="checkbox"/>	Denied: <input type="checkbox"/>	Held: <input type="checkbox"/>
ENGINEER	POINTER APPRAISAL SERVICES RESIDENTIAL APPRAISALS 5 PROPERTIES-MARHOFER AV	INTERIOR/EXTERIOR APPRAISALS	PREFERRED SOURCE	\$2,525.00
Discuss:	Motion: Mr. McCleary	Second: Mayor Drew	Abstain:	TOTAL PO AMOUNT: \$3,030.00
Approve:	Unanimously Passed: <input checked="" type="checkbox"/>	Passed: <input type="checkbox"/>	Denied: <input type="checkbox"/>	Held: <input type="checkbox"/>
FORESTRY	STAT INTEGRATED TECHNOLOGIES INC POND TREATMENT SVC BTWN CRYSTAL COVE/CAMDEN	SBP - POND TREATMENT	BEST PRACTICAL SOURCE	\$6,995.00
Discuss:	Motion: Mr. McCleary	Second: Mayor Drew	Abstain:	TOTAL PO AMOUNT: \$6,995.00
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>
JUDGES	SUMMIT CO COURT OF COMMON PLEAS	SBP-2015 JURY FEE BILLING	SOLE SOURCE	\$2,567.92
	JURY FEE BILLING			
	FOR 2015			

Discuss: Motion: Mr. McCleary Second: Mayor Drew Abstain: _____ **TOTAL PO AMOUNT: \$2,567.92**

Approve: Unanimously Passed: Passed: Denied: Held:

<u>POLICE</u>	<u>CUSTOM APPAREL & PROMOTIONS</u>	<u>T SHIRTS; DARK HEATHER GRAY</u>	<u>PREFERRED SOURCE</u>	<u>AMOUNT</u>
	DARE T SHIRTS			\$2,227.50
	405 HEATHER GRAY; 55 WHITE			
		T SHIRTS; WHITE		\$220.00

Discuss: Motion: Mayor Drew Second: Mr. McCleary Abstain: _____ **TOTAL PO AMOUNT: \$2,447.50**

Approve: Unanimously Passed: Passed: Denied: Held:

<u>STREET</u>	<u>INTERFLEET INC</u>	<u>SBP -MTHLY SVC CHG GPS</u>	<u>SOLE SOURCE</u>	<u>AMOUNT</u>
	GPS UNITS ON TRUCKS			\$5,000.00

Discuss: Motion: Mr. McCleary Second: Mayor Drew Abstain: _____ **TOTAL PO AMOUNT: \$5,000.00**

Approve: Unanimously Passed: Passed: Denied: Held:

<u>STREET</u>	<u>CARGILL INC</u>	<u>SBP - ROAD SALT - 92.5%</u>	<u>BID - CUE</u>	<u>AMOUNT</u>
	ROAD SALT			\$128,800.70
	USED ON CITY RIGHT-OF-WAYS			
		SBP - ROAD SALT - 7.5%		\$10,443.30

Discuss: Motion: Mayor Drew Second: Mr. McCleary Abstain: _____ **TOTAL PO AMOUNT: \$139,244.00**

Approve: Unanimously Passed: Passed: Denied: Held:

<u>DEPT</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>BID/QUOTE</u>	<u>AMOUNT</u>
WATER	SENSUS METERING SYSTEMS INC	SUPPORT SV-SENSUS FLEXNET S	SOLE SOURCE	\$6,812.42
\$6812.42	ANNUAL MAINT.	SUPPORT SERVICE		

Discuss: Motion: Mayor Drew Second: Mr. McCleary Abstain: _____ **TOTAL PO AMOUNT:** \$6,812.42

Approve: Unanimously Passed: Passed: Denied: Held: