



Board of Control Minutes – Stow City Hall

Mayor's Conference Room on Wednesday, February 25, 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 Dale Germano
 Chief Film Chief Stone
 Don Brooker Linda Nahrstedt
 Rob Kurtz Sheila Rayman

The Board of Control Minutes are attached.

Other items on the agenda were:

REQUEST FROM THE DIRECTOR OF PUBLIC SERVICE REGARDING A LEGISLATION REQUEST FOR SOFTWARE SOLUTIONS, INC. FOR ANNUAL SOFTWARE MAINTENANCE.

THE DIRECTOR OF PUBLIC SERVICE IS REQUESTING FINANCE COMMITTEE APPROVAL AUTHORIZING THE EXPENDITURE OF UP TO \$15,456.87 TO SOFTWARE SOLUTIONS INC. FOR ANNUAL SOFTWARE MAINTENANCE FOR FINANCIAL SOFTWARE.

MAINTENANCE AND SUPPORT FOR FINANCIAL MANAGEMENT, ASSET MANAGEMENT, CENTRAL CASH, UTILITY BILLING, WORK ORDER AS WELL AS THE HANDHELD INTERFACE WOULD ALL BE SUPPORTED FOR THE YEAR 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 A REQUEST FOR LEGISLATION FOR RUSH TRUCK CENTERS OF OHIO, INC. FOR INTERNATIONAL PARTS & SERVICE.

PURSUANT TO CITY OF STOW CHARTER, SECTION 4.11 AND CODIFIED ORDINANCE 173.07 (a)(1)F and 173.07 (b)(1)C; THE DIRECTOR OF PUBLIC SERVICE IS REQUESTING LEGISLATION BE PREPARED AUTHORIZING THE EXPENDITURE OF UP TO \$51,000.00 WITH RUSH TRUCK CENTERS, AN ODOT APPROVED VENDOR, FOR THE PURCHASE OF INTERNATIONAL PARTS AND SERVICE NEEDED TO MAINTAIN THE STREET DEPARTMENT VEHICLE FLEET.

RUSH TRUCK CENTERS IS AN APPROVED ODOT VENDOR FOR LARGE EQUIPMENT AND THE CLOSEST INTERNATIONAL DEALER. THIS REQUEST IS FOR TRUCK PARTS AND SERVICE FOR THE CALENDAR YEAR 2015 AS WELL AS AN EMERGENCY TRUCK REPAIR FOR V447, 2008 INTERNATIONAL TRUCK.

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 CITY MUST BE ABLE TO MAINTAIN AND REPAIR EQUIPMENT IN A TIMELY MANNER.

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 FOR PATH MASTERS, INC. FOR TRAFFIC CONTROL PARTS AND SERVICE.

PURSUANT TO CITY OF STOW CHARTER, SECTION 4.11 AND CODIFIED ORDINANCE 173.07 (a)(1)E AND 173.07 (b)(1)C; THE DIRECTOR OF PUBLIC SERVICE IS REQUESTING LEGISLATION BE PREPARED AUTHORIZING THE EXPENDITURE OF UP TO \$27,000.00 TO PATH MASTERS, INC. FOR TRAFFIC LIGHTS, PARTS OR CONTROL CABINETS NEEDED THROUGHOUT THE CITY.

PAST HISTORY WITH THIS VENDOR REQUIRES THAT WE GET COUNCIL APPROVAL.

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 TRAFFIC SIGNALS MUST BE IN OPERATING ORDER AT ALL TIMES.

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 FOR HENDERSON PRODUCTS, INC. FOR PLOWS, PLOW GUARDS, ACCESSORIES, EMERGENCY REPAIRS.

PURSUANT TO CITY OF STOW CODIFIED ORDINANCE 173.07 (a)(1)(B) AND 173.07 (b)(1)(G), THE DIRECTOR OF PUBLIC SERVICE IS REQUESTING LEGISLATION BE PREPARED AUTHORIZING THE EXPENDITURE OF UP TO \$37,720.00 TO HENDERSON PRODUCTS INC. FOR SNOW PLOW BLADES, GUARDS, ACCESSORIES AND EMERGENCY SNOW PLOW REPAIR. THIS PURCHASE IS NECESSARY IN ORDER TO ASSURE CONTINUED PERFORMANCE OF THE SNOW PLOW FLEET.

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 STREET DEPARTMENT MUST KEEP THEIR FLEET UP AND RUNNING AND REPLACE WORN PARTS IN ORDER TO MAINTAIN THE STREETS IN THROUGHOUT THE CITY OF STOW.

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 AUTHORIZATION TO ENTER INTO AN AGREEMENT WITH BELFOR PROPERTY RESTORATION TO PERFORM FUNCTIONS RELATED TO THE INSURANCE CLAIM FOR DAMAGES TO CITY HALL. BELFOR IS A RESPECTED COMPANY IN THE INDUSTRY AND HAS BEEN RECOMMENDED BY OUR INSURANCE CARRIER TO PERFORM THE RESTORATION PROCESS.

AT THIS TIME, AN EXACT QUOTE IS UNKNOWN AS WE CONTINUE TO DISCOVER DAMAGE RELATED TO THE BURST SPRINKLER LINE; HOWEVER, THE PROJECT WILL BE COVERED BY OUR INSURANCE CLAIM.

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 BUILDING MAINTENANCE DEPARTMENT FOR AN APPROVAL OF A REQUISITION TO MUSSON R C RUBBER CO. FOR CARPET RUNNERS, TILES IN DOORWAY AND OTHER SUPPLIES NEEDED THAT WERE DAMAGED IN THE WATER LINE BREAK, IN THE AMOUNT OF \$1,800.00.

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 BUILDING MAINTENANCE DEPARTMENT FOR AN APPROVAL OF A REQUISITION TO MUSSON R C RUBBER CO. FOR THE REPLACEMENT OF EXISTING RUBBER STAIR TREADS AND RISERS AT SILVER SPRINGS LODGE, IN THE AMOUNT OF \$1,500.00.

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

After this item was discussed, it was unanimously approved.

THE LAW DEPARTMENT PRESENTED A MORAL CLAIM FOR BRUCE HOFFMAN, 3054 DEERCREST PATH, STOW. MR. HOFFMAN CLAIMS THAT ON FEBRUARY 16, 2015, WHILE DRIVING ON DEERCREST PATH, HE HIT A POTHOLE, CAUSING DAMAGE TO HIS REAR TIRE.

IT WAS NOTED THAT THE CITY HAD NO PRIOR KNOWLEDGE OF THIS POTHOLE AND WHEN ADVISED, IT WAS REPAIRED WITHIN 2 HOURS.

Mr. Wren moved to approve this moral claim, seconded by Mrs. Zibritosky. Vote taken with no affirmative votes. This claim is Denied.

THE LAW DEPARTMENT PRESENTED A MORAL CLAIM FOR BARBARA J. KING, 4487 COX DRIVE IN STOW. MS. KING CLAIMS THAT ON DECEMBER 31, 2014 AND JANUARY 1, 2015, WHILE TRAVELING ON FISHCREEK IN THE CENTER LANE, SHE HIT A PIECE OF CONCRETE, CAUSING DAMAGE TO HER RIGHT FRONT TIRE, IN THE AMOUNT OF \$159.20.. IT IS NOTED THAT THE STREET DEPARTMENT HAD WORKED ON A WATER MAIN BREAK IN THAT AREA DURING THAT TIME.

Mr. Wren moved for approval of this moral claim, seconded by Mayor Drew. Unanimously approved.


THE LAW DEPARTMENT PRESENTED A MORAL CLAIM FOR MARQUIS JACKSON, 1098 ½ LINDEN AVENUE, IN AKRON. MR. JACKSON CLAIMS THAT ON FEBRUARY 5, 2015, HE HIT A POTHOLE ON DARROW ROAD ACROSS FROM McDONALDS, CAUSING DAMAGE TO HIS HUB CAP, RIM AND TIRE. UPON FURTHER INVESTIGATION FROM THE STREET DEPARTMENT, NO POTHOLES COULD BE LOCATED IN THIS AREA.

Mr. Wren moved for approval of this moral claim, seconded by Mr. Baranek. Vote taken with no affirmative votes, thus this moral claim is denied.


Mr. Baranek moved for the approval of the Board of Control Minutes of January 28, 2015, seconded by Mayor Drew. Unanimously approved.

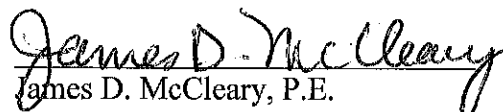
Mr. Baranek moved for approval of the Board of Control Minutes of February 11, 2015, seconded by Mayor Drew. Unanimously approved.

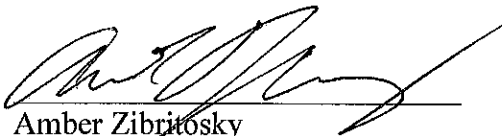
With no further business, Mr. Baranek moved, Mr. McCleary seconded to adjourn the meeting at 9:43 a.m.

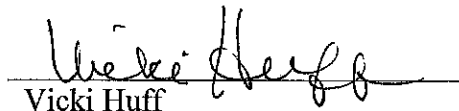

Sara Drew
Mayor


John 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
2/25/15

DEPT	VENDOR	DESCRIPTION	BID/QUOTE	AMOUNT
BLDG MAINT	ASHTON SOUND & COMMUNICATIONS INC	SBP-PARTS & MAINTENANCE	BEST PRACTICAL SOURCE	\$1,500.00
		PANIC ALARM SYSTEM		
		REPAIR, UPGRADE & MAINTAIN		
Discuss:	Motion: <u>Mr. Baranek</u>	Second: <u>Mr. McCleary</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"/>
<hr/>				
BLDG MAINT	BOTZUM BROS HARDWARE LLC	SBP - MISC. PARTS - 1110	BEST PRACTICAL - AVAIL	\$3,000.00
		REPAIR PARTS & SUPPLIES		
		DOOR HARDWARE		
		SBP-MISC PARTS - 1405		\$1,500.00
Discuss:	Motion: <u>Mr. Baranek</u>	Second: <u>Mr. McCleary</u>	Abstain: _____	TOTAL PO AMOUNT: <u>\$4,500.00</u>
Approve:	Unanimously Passed: <input checked="" type="checkbox"/>	Passed: <input type="checkbox"/>	Denied: <input type="checkbox"/>	Held: <input type="checkbox"/>
<hr/>				
BLDG MAINT	STATE INDUSTRIAL PRODUCTS INC	1110 - 75%	STATE OF OHIO	\$2,100.00
		RESTROOM DEODERIZERS		
		FOR USE IN CITY BUILDINGS		
		1405 - 25%		\$900.00
Discuss:	Motion: <u>Mr. Baranek</u>	Second: <u>Mr. McCleary</u>	Abstain: _____	TOTAL PO AMOUNT: <u>\$3,000.00</u>
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>
BLDG MAINT	STATE INDUSTRIAL PRODUCTS INC	SBP-CUSTODIAL SUPPLIES-1110	BEST PRACTICAL-AVAILABIL	\$3,500.00
	CUSTODIAL SUPPLIES			
	USED FOR ALL CITY BUILDINGS			
		SBP-CUSTODIAL SUPPLIES-1405		\$1,500.00

Discuss: Motion: Mr. Baranek Second: Mr. Wren Abstain: _____ **TOTAL PO AMOUNT: \$5,000.00**

Approve: Unanimously Passed: Passed: Denied: Held:

BLDG MAINT COMMUNALE S A CO INC **SBP - EMGCY/REPAIR SERVICE** **PREFERRED SOURCE** **\$8,000.00**

\$3721.76 **SPRINKLER SYSTEM** **REPAIR SERVICE CALLS**

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

Approve: Unanimously Passed: Passed: Denied: Held:

BLDG MAINT COMMUNALE S A CO INC **1 HP; 3 PHASE AIR COMPRESSOR** **PREFERRED SOURCE** **\$1,632.34**

REPLACEMENT AIR COMPRESSOR

Discuss: Motion: Mr. Baranek Second: Mr. McCleary Abstain: _____ **TOTAL PO AMOUNT: \$1,632.34**

Approve: Unanimously Passed: Passed: Denied: Held:

BLDG MAINT AUTO ZONE INC **SBP - PARTS & SUPPLIES** **BEST PRACTICAL-AVAILABIL** **\$2,000.00**

REPAIR PARTS & SUPPLIES

USED FOR REPAIR OF CITY VEHS

Discuss: Motion: Mr. Baranek Second: Mr. McCleary Abstain: _____ **TOTAL PO AMOUNT: \$2,000.00**

Approve: Unanimously Passed: Passed: Denied: Held:

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

ENGINEER **DAVEY TREE EXPERT COMPANY** **SPRING 2015 TREATMENT** **BEST PRACTICAL SOURCE** **\$1,665.00**
 INVASIVE VEGETATION CONTROL
 FOR MUD BROOK PRESERVE

Discuss: Motion: Mr. Baranek Second: Mr. McCleary Abstain: _____ **TOTAL PO AMOUNT: \$1,665.00**
 Approve: Unanimously Passed: Passed: Denied: Held:

ENGINEER **WOLFE, MARY ANN** **WORK RIGHT AGREEMT & EASEME BEST PRACTICAL SOURCE** **\$5,000.00**
 MISC. STORM SEWER PROJECTS
 COUNCIL APPROVAL

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

ENGINEER **OHIO UTILITIES PROTECTION SERV** **GVT LBP ASSESSMENT** **SOLE SOURCE** **\$1,801.93**
 2015 ANNUAL ASSESSMENT FEE

Discuss: Motion: Mr. Baranek Second: Mr. McCleary Abstain: _____ **TOTAL PO AMOUNT: \$1,801.93**
 Approve: Unanimously Passed: Passed: Denied: Held:

ENGINEER **SUMMIT TESTING & INSPECTION CO** **SBP-TESTING GEOTECHNICAL INS BEST PRACTICAL SOURCE** **\$7,500.00**
 MISC STORM SEWER PROJECTS
 COUNCIL APPROVED

Discuss: Motion: Mr. Baranek Second: Mrs. Zibrintasky Abstain: _____ **TOTAL PO AMOUNT: \$7,500.00**
 Approve: Unanimously Passed: Passed: Denied: Held:

<u>DEPT</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>BID/QUOTE</u>	<u>AMOUNT</u>
FINANCE	AUTOMATED BUSINESS EQUIP CORP WYCOM ARCHIVING MODULE FOR CHECK PRINTER	ADD ON PDF ARCHIVING MODULE	BEST PRACTICAL SOURCE	\$500.00
				\$1,500.00

Discuss: Motion: Mr. Baranek Second: Mr. McCleary Abstain: _____ **TOTAL PO AMOUNT:** \$2,000.00

Approve: Unanimously Passed: Passed: Denied: Held:

FINANCE **AUTOMATED BUSINESS EQUIP CORP** DESKTOP FOLDER 1103-50% BEST PRACTICAL SOURCE \$1,497.50

PRESSURE-SEAL FOLDER

DESKTOP FOLDER 2016-50% \$1,497.50

Discuss: Motion: Mr. Baranek Second: Mr. McCleary Abstain: _____ **TOTAL PO AMOUNT:** \$2,995.00

Approve: Unanimously Passed: Passed: Denied: Held:

FINANCE **TREASURER OF STATE AUDITOR** 2014 YEAR END AUDIT SOLE SOURCE \$45,000.00

STATE AUDITOR FEES

ORD NO 2015-23

Discuss: Motion: Mr. Baranek Second: Mr. McCleary Abstain: _____ **TOTAL PO AMOUNT:** \$45,000.00

Approve: Unanimously Passed: Passed: Denied: Held:

<u>DEPT</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>BID/QUOTE</u>	<u>AMOUNT</u>
FIRE	XEROX CORPORATION FIREHOUSE MEDIC LICENSES	3 EACH UNLIMITED LICENSE	SOLE SOURCE	\$4,500.00
		2 EA LIMITED LICENSE		\$1,500.00

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

Approve: Unanimously Passed: Passed: Denied: Held:

HR **S W R H PHYSICIANS INC** **SBP - PRE-EMP/DRUG TESTING** **PREFERRED SOURCE** **\$8,000.00**

PRE-EMP PHYS & DRUG TESTING

FOR POLICE DEPARTMENT

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

Approve: Unanimously Passed: Passed: Denied: Held:

INFO SVCS **G H A TECHNOLOGIES INC** **5 EA DELL VENUE TABLETS** **BEST PRACTICAL SOURCE** **\$3,578.40**

TABLET COMPUTERS FOR MED UNITS

GRANT FUNDS WILL COVER COST

5 EA TARGUS COVERS **\$228.20**

Discuss: Motion: Mr. Baranek Second: Mr. McCleary Abstain: _____ **TOTAL PO AMOUNT: \$3,806.60**

Approve: Unanimously Passed: Passed: Denied: Held:

<u>DEPT</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>BID/QUOTE</u>	<u>AMOUNT</u>
JUDGES	JACCO & ASSOCIATES INC	PARTS & LABOR; 1120-75%	BEST PRACTICAL SOURCE	\$828.00
	HVAC REPAIR AT COURTHOUSE			
		PARTS & LABOR; 1121 - 25%		\$276.00

Discuss: Motion: Mr. Baranek Second: Mr. McCleary Abstain: _____ **TOTAL PO AMOUNT: \$1,104.00**

Approve: Unanimously Passed: Passed: Denied: Held:

PARK MAINT QUICK SERVICE WELDING/MACHINE SBP-INCIDENTALS - 1405 BEST PRACTICAL-AVAILABIL \$1,000.00

WELDING MATERIALS

FOR USE BY PARK MAINTENANCE

SBP-INCIDENTALS - 1110 \$1,600.00

Discuss: Motion: Mr. Baranek Second: Mr. McCleary Abstain: _____ **TOTAL PO AMOUNT: \$2,600.00**

Approve: Unanimously Passed: Passed: Denied: Held:

PLANNING VASU COMMUNICATIONS INC CONSULTING SERVICE BEST PRACTICAL SOURCE \$3,500.00

CELL TOWER CONSULTING SVC

PROPOSED TOWER KENT/FISHCREEK

Discuss: Motion: Mr. Baranek Second: Mr. McCleary Abstain: _____ **TOTAL PO AMOUNT: \$3,500.00**

Approve: Unanimously Passed: Passed: Denied: Held:

POLICE CUYAHOGA FALLS CITY OF SBP-BACK UP HOLDING FACILITY BEST PRACTICAL SOURCE \$7,000.00

PRISONER HOLDING FACILITY

Discuss: Motion: Mr. Baranek Second: Mr. McCleary Abstain: _____ **TOTAL PO AMOUNT: \$7,000.00**

Approve: Unanimously Passed: Passed: Denied: Held:

<u>DEPT</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>BID/QUOTE</u>	<u>AMOUNT</u>
POLICE	INDEPENDENCE BUSINESS SUPPLY	4 EA CHAIRS; SAFCO	BEST PRACTICAL	\$1,460.00
	REPLACEMENT CHAIRS FOR PD SQUAD ROOM			
Discuss:	Motion: Mr. Baranek	Second: Mr. McCleary	Abstain:	TOTAL PO AMOUNT: \$1,460.00
Approve:	Unanimously Passed: <input checked="" type="checkbox"/>	Passed: <input type="checkbox"/>	Denied: <input type="checkbox"/>	Held: <input type="checkbox"/>
SERVICE	A T & T SERVICES INC	SBP - MONTHLY INTERNET FEES	UTILITY SOURCE	\$7,200.00
	INTERNET SERVICE - 2015			
Discuss:	Motion: Mr. Baranek	Second: Mr. McCleary	Abstain:	TOTAL PO AMOUNT: \$7,200.00
Approve:	Unanimously Passed: <input checked="" type="checkbox"/>	Passed: <input type="checkbox"/>	Denied: <input type="checkbox"/>	Held: <input type="checkbox"/>
STREET	PETROLEUM SYSTEMS	SBP-REPAIRS; PARTS & LABOR	PREFERRED SOURCE	\$2,000.00
	FUEL TANK REPAIRS			
Discuss:	Motion: Mr. Baranek	Second: Mr. McCleary	Abstain:	TOTAL PO AMOUNT: \$2,000.00
Approve:	Unanimously Passed: <input checked="" type="checkbox"/>	Passed: <input type="checkbox"/>	Denied: <input type="checkbox"/>	Held: <input type="checkbox"/>
WATER	FISHER AUTO PARTS INC	SBP - REPAIR PARTS & SUPPLIES	BEST PRACTICAL-AVAILABIL	\$2,600.00
	VEHICLE REPAIR PARTS FOR DEPARTMENT VEHICLES			
Discuss:	Motion: Mr. Baranek	Second: Mr. McCleary	Abstain:	TOTAL PO AMOUNT: \$2,600.00
Approve:	Unanimously Passed: <input checked="" type="checkbox"/>	Passed: <input type="checkbox"/>	Denied: <input type="checkbox"/>	Held: <input type="checkbox"/>
WATER	RUSSELL STANDARD CORP	SBP-DURAPATCHER EMULSION	SOLE SOURCE	\$9,000.00
	EMULSION FOR DURAPATCHER FOR USE BY STREET DEPT			
Discuss:	Motion: _____	Second: _____	Abstain: _____	TOTAL PO AMOUNT: \$9,000.00
Approve:	Unanimously Passed: <input type="checkbox"/>	Passed: <input type="checkbox"/>	Denied: <input type="checkbox"/>	Held: <input type="checkbox"/>