



*Board of Control Minutes – Stow City Hall*

Mayor's Conference Room on Wednesday, August 12, 2015 at 9:30 a.m.

**MEMBERS PRESENT:** Mayor Sara Drew  
Director of Budget and Management Earle  
Law Director Zibritosky  
City Engineer McCleary  
Service Director Wren

**ALSO PRESENT:** Lisa Jarvis Chief Stone  
Lieutenant Stirm  
Linda Nahrstedt

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The Board of Control Minutes are attached.

Other items on the agenda were:

REQUEST FROM THE DIRECTOR OF PUBLIC SERVICE REGARDING A REQUEST FOR LEGISLATION TO APPROPRIATE FUNDS FOR AND TO PROCEED WITH THE 2015-2016 SNOWPLOW ASSISTANCE PROGRAM. THIS YEAR'S BUDGET IS AGAIN 12,500.00. THE SERVICE WILL INCLUDE THE CLEARING OF THE DRIVEWAY, SIDEWALK, AND WALKWAY BETWEEN THE GARAGE AND THE HOUSE. THE NUMBER OF QUALIFYING HOUSEHOLDS TO BE INCLUDED IN THIS YEAR'S PROGRAM WILL DEPEND ON THE BID PRICING WE RECEIVE FOR THE VARIOUS SNOWPLOWING SERVICES OFFERED BY THE PROGRAM, I.E., SINGLE-WIDE OR DOUBLE-WIDE DRIVEWAYS, SIDEWALKS, AND WALKWAY CONNECTORS BETWEEN THE GARAGE AND THE HOUSE.

IN ORDER TO ENSURE THAT THE LIMITED SERVICES BEING PROVIDED THROUGH THIS PROGRAM WILL REACH THOSE INDIVIDUALS WITH TRUE HARDSHIP CIRCUMSTANCES, SPECIFIC ELIGIBILITY CRITERIA WILL CONTINUE TO APPLY AS FOLLOWS:

1. All persons residing at the residence must be 65 years of age or older or totally and permanently disabled.

2. Have a combined gross household annual income (includes seniors, disabled, and other occupants) of less than the following:

No. of Persons	Income
1	\$21,100
2	\$24,100
3	\$27,150
4	\$30,150
5	\$32,550
6	\$34,950
7	\$37,400
8	\$39,800

**The income criteria will be waived if all occupants of the household are 75 years of age or older.**

3. There must not be an able bodied person under the age of 65 residing in the house. Exceptions can be made only when a doctor provides a written excuse for the person under 65 that he/she cannot shovel snow. This doctor's excuse must be provided at the time of application.
4. Seniors must reside the entire inter season in the house they are applying for (no snowbirds).
5. Apartment buildings and condominiums are not eligible.
6. Driveways must be either concrete or asphalt. No gravel, limestone, brick, or similar driveway surfaces will be permitted.
7. Will not do aprons only.

THIS COMBINED GROSS HOUSEHOLD ANNUAL INCOME REQUIREMENT IS THE SAME STANDARD USED IN THE CITY'S UTILITY FEE ASSISTANCE PROGRAM. BASED ON THE APPLICANTS THAT HAVE QUALIFIED IN THAT PROGRAM, WE KNOW THAT THE ASSISTANCE IS TRULY GETTING TO THOSE RESIDENTS THAT ARE IN DIRE NEED OF HELP. THE SAME SHOULD OCCUR WHEN APPLYING THIS LIMITATION TO THE SNOWPLOW ASSISTANCE PROGRAM IN CONJUNCTION WITH THE OTHER ELIGIBILITY REQUIREMENTS. THE STANDARD FOR APPLYING WILL BE THE SAME AS COUNCIL ESTABLISHED LAST SEASON WHEREIN THE APPLICANT WILL NOT BE SUBJECT TO THE CITY OF STOW FOR FINANCIAL DUE DILIGENCE, SUBJECT TO A NOTARIZED STATEMENT AFFIRMING THEIR INCOME LEVEL.

IT SHOULD BE UNDERSTOOD THAT THIS PROGRAM WILL BE AWARDED ON A FIRST COME, FIRST SERVED BASIS AND MUST BE APPLIED FOR ANNUALLY.

THE DIRECTOR OF PUBLIC SERVICE IS REQUESTING COUNCIL TO WAIVE THE RULES REQUIRING THREE (3) READINGS FOR THIS LEGISLATION, AND THAT AN EMERGENCY MEASURE BE ADDED TO THIS LEGISLATION NECESSARY FOR THE IMMEDIATE PRESERVATION OF THE PUBLIC HEALTH AND SAFETY FOR THE REASON OF ASSISTING LOW INCOME ELDERLY OR TOTALLY AND PERMANENTLY DISABLED RESIDENTS WITH MAINTAINING SAFE ACCESS TO THEIR HOME AS THE RESULT OF A MAJOR SNOW EVENT.

Mrs. Zibritosky 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 AN INSPECTION OF THE LANDSCAPING AT 3418 STILLWOOD BOULEVARD FOR DREES HOMES AND A REQUEST FOR APPROVAL TO RELEASE THE MAINTENANCE GUARANTEE IN THE AMOUNT OF \$300.00 BACK TO DREES HOMES ON WHICH IT WAS DRAWN – ORIGINAL CHECK WAS SUBMITTED FOR \$3,000.00 ON JUNE 4, 2013.

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

After this item was discussed, it was unanimously approved.

REQUEST FROM THE LAW DIRECTOR REGARDING A NEW CONTRACT FOR ON-LINE AND PRINT LEGAL REFERENCE MATERIALS.


PURSUANT TO SECTION 173.06, C.O.S., THE LAW DIRECTOR IS REQUESTING APPROVAL FOR THE MAYOR TO ENTER INTO AN AGREEMENTS WITH THOMSON REUTERS-WEST, ON BEHALF OF THE LAW DEPARTMENT, FOR THE INITIAL PERIOD OF 36 MONTHS, WITH A COMBINED TOTAL OF \$15,192.00. THESE AGREEMENTS WILL PROVIDE THE LAW DEPARTMENT WITH ON-LINE LEGAL RESEARCH ACCESS THROUGH WESTLAW NEXT, AS WELL AS PRINTED LEGAL REFERENCE MATERIALS THROUGH WEST COMPLETE, WHICH IS OF VIAL IMPORTANCE AT ALLTIMES IN ORDER TO ADEQUATELY REPRESENT THE CITY IN ITS DIVERSE LEGAL MATTERS. THE PREVIOUS ON-LINE SERVICE THROUGH LEXIS NEXIS EXPIRED AT THE END OF JULY. ENTERING INTO THESE NEW AGREEMENTS WITH THOMSON REUTERS-WEST WILL RESULT IN A COST SAVINGS TO THE CITY OF NEARLY \$500.00 PER MONTH, OR \$18,000 OVER A THREE-YEAR PERIOD, IN REGARD TO ON-LINE SERVICES ALONE.

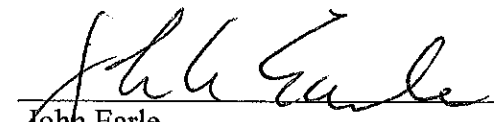
Mayor Drew moved for discussion of this item, Mr. Wren seconded this Motion.

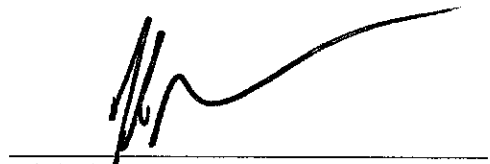
After this item was discussed, it was unanimously approved.

Mayor Drew moved to approve the Minutes of July 29, 2015, seconded by Mrs. Zibritosky. Unanimously approved.


Mayor Drew moved, Mr. Wren seconded to adjourn the meeting. Meeting was adjourned at 9:45 a.m.

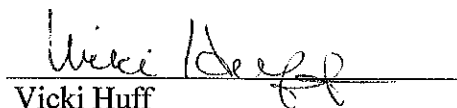
  
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Sara Drew  
Mayor

  
\_\_\_\_\_  
John Earle  
Director of Budget and Management

  
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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  
8/12/15

DEPT	VENDOR	DESCRIPTION	BID/QUOTE	AMOUNT
CLERKS	PITNEY BOWES GLOBAL FIN SERV L L C	SBP-ANL LEASE YEAR 2 OF 5	CONTRACT	\$4,188.00
		SOFTWARE: SEND SUITE LIVE MAIL		
		CERT MAIL PROCESSING/TRACKING		
Discuss:	Motion: Mayor Drew	Second: Mr. McCleary	Abstain:	TOTAL PO AMOUNT: \$4,188.00
Approve:	Unanimously Passed: <input checked="" type="checkbox"/>	Passed: <input type="checkbox"/>	Denied: <input type="checkbox"/>	Held: <input type="checkbox"/>
CLERKS	PITNEY BOWES GLOBAL FIN SERV L L C	POSTAGE MACHINE LEASE-75% 5 YR LEASE	CONTRACT	\$1,348.12
		POSTAGE MACHINE LEASE-25%		\$449.36
Discuss:	Motion: Mayor Drew	Second: Mr. McCleary	Abstain:	TOTAL PO AMOUNT: \$1,797.48
Approve:	Unanimously Passed: <input checked="" type="checkbox"/>	Passed: <input type="checkbox"/>	Denied: <input type="checkbox"/>	Held: <input type="checkbox"/>
COUNCIL	DRANE WALTER H COMPANY	CODIFIED ORD UPDATES/INTERNE CONTRACT		\$2,704.58
2704.58	UPDATE CODIFIED ORDINANCES			
Discuss:	Motion: Mayor Drew	Second: Mr. McCleary	Abstain:	TOTAL PO AMOUNT: \$2,704.58
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>
FINANCE	<b>SUMMIT HEALTH INC</b>	HEALTH SCREENINGS	BEST PRACTICAL SOURCE	\$828.00
\$1023.00	18 EMPLOYEE HEALTH SCREENINGS			

		SMALL CLINIC FEE		\$195.00
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Discuss: Motion: Mayor Drew Second: Mr. McCleary Abstain: \_\_\_\_\_ **TOTAL PO AMOUNT: \$1,023.00**

Approve: Unanimously Passed:  Passed:  Denied:  Held:

<u>FINANCE</u>	<u>C D W GOVERNMENT INC</u>	<u>COMPUTERS &amp; ACCESSORIES-SM</u>	<u>LOW QUOTE OF 3</u>	<u>\$2,573.35</u>
	SMCRT-COMPUTERS & ACCESSORIES			
	PASS THRU PURCH-METRO CRASH TM			

Discuss: Motion: Mayor Drew Second: Mr. McCleary Abstain: \_\_\_\_\_ **TOTAL PO AMOUNT: \$2,573.35**

Approve: Unanimously Passed:  Passed:  Denied:  Held:

<u>INFO SVC</u>	<u>G H A TECHNOLOGIES INC</u>	<u>REPLACMT COMPUTERS</u>	<u>LENOVO THINK CTR PC, 3 EA-1201</u>	<u>BEST PRACTICAL SOURCE</u>	<u>\$1,077.09</u>

			LENOVO THINK CTR PC, 2 EA-1401	\$718.06
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			LENOVO THINK CTR PC, 5 EA-1202	\$1,795.15
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Discuss: Motion: Mayor Drew Second: Mrs. Zibritsky Abstain: \_\_\_\_\_ **TOTAL PO AMOUNT: \$3,590.30**

Approve: Unanimously Passed:  Passed:  Denied:  Held:

<u>DEPT</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>BID/QUOTE</u>	<u>AMOUNT</u>
PARKS REC	A B C RENTAL CENTER EAST INC	SBP-EQUIPMENT RENTAL-SS BLA	PREFERRED SOURCE	\$4,990.00
\$4990.00		GENERATORS;STAGE;TENTS;LIGHTS FOR SUNSET BLAST		

Discuss: Motion: Mayor Drew Second: Mr. Earle Abstain: \_\_\_\_\_ TOTAL PO AMOUNT: \$4,990.00

Approve: Unanimously Passed:  Passed:  Denied:  Held:

PARKS REC	AMERICAN FIREWORKS CO	SBP-FIREWORKS/SS BLAST 2015	LOW QUOTE OF 3	\$10,000.00
\$10,000.00		FIREWORKS DISPLAY -SS BLAST 20 MIN CHOREOGRAPHED TO MUSIC		

Discuss: Motion: Mayor Drew Second: Mr. Earle Abstain: \_\_\_\_\_ TOTAL PO AMOUNT: \$10,000.00

Approve: Unanimously Passed:  Passed:  Denied:  Held:

PARKS REC	HOUSE OF LAROSE INC	BUD LIGHT IN CANS	PREFERRED SOURCE	\$840.50
\$7899.40		RESALE ALCOHOLIC BEV-SS BLAST 9/4/2015 & 9/5/2015		

Discuss: Motion: Mayor Drew Second: Mr. Earle Abstain: \_\_\_\_\_ TOTAL PO AMOUNT: \$10,000.00

Approve: Unanimously Passed:  Passed:  Denied:  Held:

		BUD LIGHT LIME A RITA		\$191.90
		BUD LT MANGO RITA		\$191.90

		TRUCK RENTAL		\$100.00
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Discuss: Motion: Mayor Drew Second: Mrs. Zibritosky Abstain: \_\_\_\_\_ TOTAL PO AMOUNT: \$1,899.40

Approve: Unanimously Passed:  Passed:  Denied:  Held:

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<u>DEPT</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>BID/QUOTE</u>	<u>AMOUNT</u>
PARKS REC	RECORD PUBLISHING CO LLC	SBP-ADVERTISING	BEST PRACTICAL SOURCE	\$3,500.00
		ADVERTISING		
		PARKS/REC PROGRAM & EVENTS		

Discuss: Motion: Mayor Drew Second: Mr. Earle Abstain: \_\_\_\_\_ **TOTAL PO AMOUNT: \$3,500.00**

Approve: Unanimously Passed:  Passed:  Denied:  Held:

<b>POLICE</b>	<b>COPIER CONSULTANTS INC</b>	SV AGMT;YR 20F2;SHARP; 1201	LOW QUOTE OF 3	\$637.50
\$1275.00		SVC AGREEMENT - SHARP COPIER		
		SHARED COPIER FOR SAFETY BLDG		
		SV AGMT;YR 20F2;SHARP; 1202		\$637.50

Discuss: Motion: Mayor Drew Second: Mr. McCleary Abstain: \_\_\_\_\_ **TOTAL PO AMOUNT: \$1,275.00**

Approve: Unanimously Passed:  Passed:  Denied:  Held:

<u>STREET</u>	<u>ACUITY SPECIALTY PRODUCTS</u>	<u>SBP-CLEANERS &amp; SUPPLIES</u>	<u>CUE</u>	<u>AMOUNT</u>
	CLEANERS & SUPPLIES			\$4,000.00
	USED BY MECHANICS			

Discuss: Motion: Mayor Drew Second: Mr. McCleary Abstain: \_\_\_\_\_ **TOTAL PO AMOUNT: \$4,000.00**

Approve: Unanimously Passed:  Passed:  Denied:  Held:



<u>DEPT</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>BID/QUOTE</u>	<u>AMOUNT</u>
STREET \$66.72	<b>MAUL JOHN</b>	STEP II MAILBOX	MORAL CLAIM	\$54.50
	REIMBURSEMENT FOR MAILBOX			
	3716 GILBERT RD	HOUSE NUMBERS		\$8.00

REIMBURSEMENT FOR SALES TAX \$4.22

Discuss: Motion: Mayor Drew Second: Mr. McCleary Abstain: \_\_\_\_\_ **TOTAL PO AMOUNT: \$66.72**

Approve: Unanimously Passed:  Passed:  Denied:  Held:

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**WATER TUCKER W L SUPPLY CO SBP-INCIDENTALS & SUPPLIES BEST PRACTICAL SOURCE \$1,500.00**

DIAMOND SAW BLADES & PARTS  
USED BY WATER DEPARTMENT

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

Approve: Unanimously Passed:  Passed:  Denied:  Held: