

Board of Control Minutes – Stow City Hall

Mayor's Conference Room on Wednesday, July 22, 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	Chief Stone
Chief Film	John Earle
Linda Nahrstedt	Dale Germano
Don Brooker	Rob Kurtz

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 AUTHORIZING THE DIRECTOR OF PUBLIC SERVICE TO ADVERTISE, TAKE FORMAL BIDS, AND ENTER INTO A CONTRACT FOR UPGRADES TO THE SAFETY BUILDING KEY CARD ACCESS SYSTEM, JAIL CONTROLS, AND SECURITY MONITORING.

THE KEY CARD ACCESS SYSTEM IS ORIGINAL TO THE BUILDING AND PROVIDES LIMITED ACCESS TO THE 22 INTERIOR DOORS AND ELEVATOR LOCATED INSIDE THE FACILITY. THE DOOR CONTROLS ALLOW THE CITY TO LIMIT ACCESS TO THE SECURE PORTIONS OF THE BUILDING INCLUDING AREAS THAT HOUSE EVIDENCE AND AMMUNITION. THE BUILDING MAINTENANCE DIVISION HAS BEEN FORCED IN RECENT YEARS TO USE PARTS FROM LESS UTILIZED CONTROL PANELS TO SUPPLEMENT HIGHER PRIORITY AREAS AS PARTS FOR THE SYSTEM ARE NO LONGER AVAILABLE, AND SUPPORT FOR THE SYSTEM NO LONGER EXISTS.

JAIL CONTROLS AND CAMERAS ARE ALSO ORIGINAL TO THE BUILDING, STANDALONE PLATFORMS, AND ARE ANTIQUATED OPERATING SYSTEMS. SEVENTEEN CURRENT CAMERA LOCATIONS EXIST AND ONLY 10 ARE OPERATIONAL. IN ADDITION, THE AGE AND OPERATING SYSTEM FOR THE

CAMERAS DO NOT ALLOW FOR NIGHT VISION, HIGH DEFINITION, OR PAN/TILT/ZOOM. FURTHER INTERIOR LOCATIONS MUST BE ADDED IN HIGH SECURITY AREAS TO ASSIST THE POLICE DEPARTMENT WITH SAFETY AND SECURITY WHILE PROCESSING POTENTIAL SUSPECTS. THE CAMERAS ARE MONITORED BY DISPATCH AND IT IS THE INTENT TO PROVIDE ONE SYSTEM FOR JAIL AND CAMERA CONTROLS.

THE PROJECT WAS INCLUDED IN THE PROJECT LIST THAT ACCOMPANIED THE BUDGET EARLIER THIS YEAR. IT IS ALSO PHASE ONE OF THE UPGRADES TO THE FACILITY, WHICH WILL INCLUDE HVAC UPGRADES AND ROOF REPLACEMENT IN THE COMING YEARS.

FOR THE SAFETY AND SECURITY OF THE EMPLOYEES AND PUBLIC THE DIRECTOR OF PUBLIC SERVICE IS REQUESTING THAT COUNCIL WAIVE THE RULE REQUIRING THREE READINGS.

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

After this item was discussed, it was unanimously.

REQUEST FROM THE DIRECTOR OF PUBLIC SERVICE REQUESTING A RESOLUTION BE PEPAED AUTHORIZING THE CITY OF STOW TO SUBMIT A GRANT APPLICATION FOR THE 2015 LAKE ERIE WATERSHED CANOPY RESTORATION PROGRAM IN THE AMOUNT OF \$20,000.00. AWARDED FUNDS CAN BE ALLOCATED FOR THE PURCHASE OF NEW TREES, COST TO PLANT TREES, AND COST TO REMOVE ASH TREES THAT ARE INFECTED WITH THE EMERALD ASH BORER. NEW TREE PLANTINGS MAY OCCUR IN TREE LAWNS, PARKS, AND OTHER CITY OWNED OPEN SPACE.

THERE IS A 1:1 MATCH FOR THE GRANT PROGRAM; HOWEVER, CITY FUNDS CAN BE OFFSET BY IN-KIND SERVICES PERFORMED BY CITY PERSONNEL OR CONTRACTORS WORKING UNDER THE CITY AUSPICES. ADDITIONALLY, THE 2015 LAKE ERIE WATERSHED CANOPY RESTORATION GRANT PROGRAM IS A REIMBURSEMENT PROGRAM. INVOICES AND WAGES ASSOCIATED ARE COMPILED AND SUBMITTED TO THE PROGRAM FOR REIMBURSEMENT UPON COMPLETION OF THE PROJECT. THE POTENTIAL PROJECT WOULD BEGIN IN THE SPRING OF 2016 AND MUST BE COMPLETED NO LATER THAN MAY 17, 2017.

GIVEN THE JULY 31, 2015 GRANT FILING DEADLINE, THE DIRECTOR OF PUBLIC SERVICE IS REQUESTING COUNCIL WAIVE THE RULE REQUIRING THREE READINGS.

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

After this item was discussed, it was unanimously approved.

THE CITY OF STOW HAS BEEN APPROVED TO PROVIDE CONSTRUCTION ENGINEERING AND INSPECTION FOR THE COMBINED O.D.O.T. PROJECT SUM-91.11.83, BRIDGE REPLACEMENT OVER THE BIKE TRAIL AND THE JOINT STOW/HUDSON/S.R.91/NORTON ROAD IMPROVEMENT PROJECT. THE APPROXIMATE COST FOR CONSTRUCTION OF THIS COMBINED PROJECT IS FIVE MILLION DOLLARS WITH O.D.O.T., FHWA, STOW AND HUDSON PAYING A SHARE. STOW'S PORTION IS ESTIMATED TO BE \$140,000 FOR SUM-91-11.83 AND \$240,000 FOR S.R. 91/NORTON PROJECT. STOW WILL ALSO BE REIMBURSED APPROXIMATELY \$240,000 FOR CONSTRUCTION ENGINEERING AND INSPECTION.

ATTACHED FOR YOUR REVIEW IS THE LPA AGREEMENT WHICH NEEDS TO BE SIGNED BY THE MAYOR AND RETURNED TO O.D.O.T. FOR THE DIRECTOR'S SIGNATURE. THE CITY ENGINEER IS REQUESTING THAT THE COUNCIL PASS THE LEGISLATION WITH AN EMERGENCY CLAUSE FOR THE IMMEDIATE PRESERVATION OF THE PUBLIC HEALTH AND SAFETY FOR THE REASON THAT THE FEDERAL FUNDING MENTIONED IS AVAILABLE TO BUILD THIS PROJECT IN O.D.O.T. FISCAL YEAR 2016.

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 CITY ENGINEER REGARDING AN AGREEMENT FOR CONSTRUCTION AND INSPECTION FOR THE S.R. 91/NORTON ROAD IMPROVEMENT PROJECT.

THE CITY OF STOW AND THE CITY OF HUDSON HAVE BEEN APPROVED FOR THE S.R. 91/NORTON ROAD IMPROVEMENT PROJECT TO BE PART OF THE COMBINED SUM-91-11.83 CONSTRUCTION PROJECT SO THAT BOH PROJECTS CAN BE BUILT IN THE SAME YEAR. THE CITY OF STOW AND THE CITY OF HUDSON NEED TO ENTER INTO AN AGREEMENT FOR COOPERATION AND COST SHARING FOR CONSTRUCTION AND INSPECTION FOR THIS PORTION OF THE PROJECT. THE CITY OF STOW IS THE LEAD AGENCY FOR CONSTRUCTION AND INSPECTION. THE FEDERAL RIGHT OF WAY FUNDING IS 80/20 MONEY AND THE LOCAL AND FEDERAL FUNDS ARE SPLIT 50/50 WITH THE CITY OF HUDSON.

ATTACHED IS THE AGREEMENT WHICH NEEDS TO BE SIGNED BY THE MAYOR AND RETURNED TO THE CITY OF HUDSON FOR THE CITY MANAGER'S SIGNATURE. THE CITY ENGINEER IS REQUESTING APPROVAL OF THE LEGISLATION WITH AN EMERGENCY CLAUSE FOR THE IMMEDIATE

PRESERVATION OF THE PUBLIC HEALTH AND SAFETY. CONSTRUCTION WILL GO TO BID LATER THIS YEAR.

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

After this item was discussed, it was unanimously approved.

REQUEST FROM THE DIRECTOR OF PUBLIC SERVICE FOR BIDS FOR SCHOOL FLASHER UNIT AND POLE REPLACEMENT PROJECT.

ON JULY 14, 2015, BIDS WERE OPENED FOR THE SCHOOL FLASHER UNIT AND POLE REPLACEMENT PROJECT.

TERRY DONOVAN, ENGINEERING CONSULTANT, HAS REVIEWED THE BIDS AND HE IS RECOMMENDING THE AWARD BE GIVEN TO THE LOWEST, MOST RESPONSIVE, AND RESPONSIBLE BIDDER, THOMPSON ELECTRIC, INC. IN THE AMOUNT OF \$46,839.27, AND ALLOWING A 10% CONTINGENCY BRINGING THE TOTAL TO \$51,523.20.

Mr. Baranek 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 CENTER FOR MARKETING AND OPINION RESEARCH FOR A ONE TIME COMMUNITY SURVEY THAT WILL BE IMPLEMENTED TO ACCESS COMMUNITY PERSPECTIVES ON RECREAION IN STOW, IN THE AMOUT OF \$9,750.00.

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

After this item was discussed, it was unanimously approved.

REQUEST FROM THE DIRECTOR OF PUBLIC SERVICE REGARDING AN AUTHORIZATION REQUEST.

PURSUANT TO CHAPETER 173.07 (a)(1)(A), THE DIRECTOR OF PUBLIC SERVICE IS REQUESTING AUTHORIZATION TO AWARD AN INFORMAL BID TO THE H.M. MILLER CONSTRUCTION COMPANY FOR AN AMOUNT NOT TO EXCEED \$145,000 FOR THE PURPOSES OF A WATERLINE REPLACEMENT AT THE INTERSECTION OF FISHCREEK ROAD AND GRAHAM ROAD AND SPANNING NINE HUNDER FEET NORTH OF FISHCREEK ROAD. THE REQUEST IS BEING EXPEDITED IN ORDER TO REPLACE THE LINE AND

REPAVE THE INTERSECTION DUE TO THE CURRENT CONDITION OF THE ROADWAY WHICH HAS GREATLY DETERIORATED DUE TO MULTIPLE LARGE MAIN BREAKS IN THE AREAS.

SIX MAIN BREAKS HAVE OCCURRED IN AND AROUND THE INTERSECTION IN THE PAST 12 MONTHS. TEMPORARY PATCHING HAS BEEN COMPLETED SEVERAL TIMES ON ALL OF THE AREAS, BUT GIVEN THE LARGE AREAS THE BREAKS HAVE ENCOMPASSED, THE ROAD HAS BECOME A HAZARD TO TRAVEL. REPAVING OF THE INTERSECTION IS INCLUDED IN THE 2015 RESURFACING PROGRAM AT AN ESTIMATED COST OF \$82,000. HOWEVER, FROM A BEST PRACTICES STANDPOINT, A RESURFACING OF THE AREA IS IMPRACTICAL AS THE SUBSTANDARD LINE WOULD STILL EXIST BELOW THE SURFACE RESULTING IN FURTHER MAIN BREAKS UNDER NEW ASPHALT.

THE ENGINEERING DEPARTMENT IS CURRENTLY FINALIZING PLANS AND WILL BE FORCED TO DO SO THROUGHOUT THE PROJECT GIVEN THE AGGRESSIVE TIMELINE WE ARE SEEKING. QUOTES WERE SOUGHT FROM THREE SEPARATE COMPANIES ON A TIME AND MATERIAL BASIS AS THE PLANS ARE YET TO BE FINALIZED AND IT IS THE RECOMMENDATION OF BOTH THE SERVICE AND ENGINEERING DEPARTMENTS THAT H.M. MILLER BE AWARDED THIS CONTRACT BASED ON THE FOLLOWING FACTORS:

- H.M. MILLER IS A LARGE ENOUGH COMPANY THAT THEY WERE ABLE TO BEGIN WORK ON MONDAY, JULY 27, 2015 TO MEET BOTH THE WATERLINE REPLACEMENT AND REPAVING SCHEDULES BEFORE THE START OF THE SCHOOL YEAR.
- H.M. MILLER HAS CAPABILITIES IN-HOUSE TO BOTH BORE AND OPEN CUT THE PROJECT ALLOWING THE CITY THE FLEXIBILITY TO COMPLETE THE PROJECT IN THE MOST EFFICIENT AND EFFECTIVE ROUTE POSSIBLE. OTHER COMPANIES THAT WERE CONTACTED WOULD BE FORCED TO SUB OUT THE BORING PORTION OF THE PROJECT THUS SLOWING THE TIMELINE.
- J.M. MILLER'S TIME AND MATERIAL QUOTE WAS COMPETITIVE WITH THE OTHER COMPANIES WHO BID THE PROJECT.

IT IS OUR GOAL TO COMPLETE THE WATERLINE REPLACEMENT PORTION OF THIS PROJECT WITHIN THREE WEEKS WITH THE RESURFACING IMMEDIATELY TO FOLLOW. RESURFACING OF THE AREA WILL TAKE PLACE OVER THREE NIGHTS AND PORTIONS OF THE WATERLINE REPLACEMENT COULD ALSO BE PERFORMED AT NIGHT DEPENDENT ON THE NUMBER OF SERVICES TO BE INTERRUPTED.

DUE TO THE AGGRESSIVE TIMELINE SET FORTH, THE DIRECTOR OF PUBLIC SERVICE IS REQUESTING THE RULE REQUIRING THREE READINGS BE WAIVED AND AN EMERGENCY CLAUSE BE ADDED.

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


After this item was discussed, it was unanimously approved.

Mr. Baranek moved to approve the Board of Control Minutes of July 1, 2015, seconded by Mrs. Zibritosky. Unanimously approved.

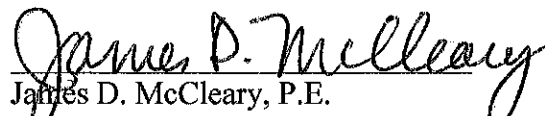
Mr. Baranek moved to approve the Board of Control Minutes of July 8, 2015, seconded by Mrs. Zibritosky. Unanimously approved.

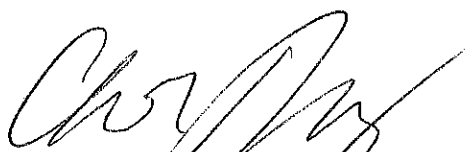
Mr. Baranek moved to recess the meeting at 9:42 and reconvene the meeting on Friday, July 24, 2015 at 1:30 p.m. in the Mayor's Conference Room. Seconded by Mr. McCleary.

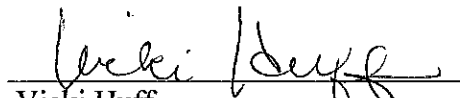

Sara Drew
Mayor


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
7/22/15

DEPT	VENDOR	DESCRIPTION	BID/QUOTE	AMOUNT
BUILDING	BERTOLINI RAY TRUCKING CO RAZING THREE STRUCTURES 3543 & 3545 DARROW RD	3543-3545 DARROW, DEMOLITION	LOW QUOTE OF 3	\$10,500.00
Discuss:	Motion: Mr. Baranek	Second: Mrs. Zibrilsky	Abstain:	TOTAL PO AMOUNT: \$10,500.00
Approve:	Unanimously Passed: <input checked="" type="checkbox"/>	Passed: <input type="checkbox"/>	Denied: <input type="checkbox"/>	Held: <input type="checkbox"/>
FIRE	FALLSWAY EQUIPMENT CO INC STRUCTURAL BODY REPAIRS FOR FIRE DEPT VEHICLES	SBP-BODY WORK/REPAIRS	BEST PRACTICAL SOURCE	\$3,500.00
Discuss:	Motion: Mr. Baranek	Second: Mr. McCleary	Abstain:	TOTAL PO AMOUNT: \$3,500.00
Approve:	Unanimously Passed: <input checked="" type="checkbox"/>	Passed: <input type="checkbox"/>	Denied: <input type="checkbox"/>	Held: <input type="checkbox"/>
SERVICE	THOMPSON ELECTRIC INC SCHOOL FLASHER & POLE RPLCMT ORD # 2015-75	SMFHS FLASHER & POLE RPLCMT	FORMAL BID	\$23,832.82
		HOLY FAM FLASHER & POLE RPLC		\$23,006.45
		10% CONTINGENCY		\$4,683.93
Discuss:	Motion: Mr. Baranek	Second: Mrs. Zibrilsky	Abstain:	TOTAL PO AMOUNT: \$51,523.20
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>
WATER	THOMPSON CAMPERS INC	TRUCK CAP FOR WATER V373	BEST PRACTICAL	\$1,605.00
\$1605.00		TRUCK CAP FOR WATER V 373 VEH USED BY WATER/J. SHAVER		

Discuss: Motion: Mr. Baranek Second: Mrs. Zibritosky Abstain: _____ **TOTAL PO AMOUNT: \$1,605.00**

Approve: Unanimously Passed: Passed: Denied: Held:

WATER	AMERICAN WATER WORKS ASSOC	DUES-KATHY VAUGHN, #00521484	PROFESSIONAL SERVICE	\$1,698.00
\$1698.00		MEMBERSHIP DUES-KATHY VAUGHN RENEWAL 10/1/15-9/30/16		

Discuss: Motion: Mr. Baranek Second: Mrs. Zibritosky Abstain: _____ **TOTAL PO AMOUNT: \$1,698.00**

Approve: Unanimously Passed: Passed: Denied: Held:

WATER	MILLER H M CONSTRUCTION	EMERGENCY REPAIRS	BEST PRACTICAL SOURCE	\$18,923.29
\$18923.29		WATERLINE EMERGENCY REPAIRS THROUGHOUT THE CITY		

Discuss: Motion: Mr. Baranek Second: Mr. McCleary Abstain: _____ **TOTAL PO AMOUNT: \$18,923.29**

Approve: Unanimously Passed: Passed: Denied: Held: