

Board of Control Minutes – Stow City Hall

Mayor's Conference Room on Wednesday, September 7, 2016 at 9:30 a.m.

MEMBERS PRESENT: Mayor Sara Kline
 Finance Director Baranek
 Law Director Zibritosky
 City Engineer McCleary
 Service Director Wren

ALSO PRESENT: Lisa Jarvis Chief Stone
 John Earle Don Brooker
 Rob Kurtz Sheila Rayman
 Lieutenant Stirm

The Board of Control Minutes are attached.

Other Items on the Agenda were:

REQUEST FROM THE CITY ENGINEER REGARDING THE SELECTION OF MOTT MacDONALD CONSULTANTS FOR THE DESIGN OF THE SAFETY IMPROVEMENTS TO THE DARROW ROAD AND GRAHAM ROAD INTERSECTION AFTER FOLLOWING THE O.D.O.T. SELECTION PROCESS, REVIEWING PROPOSALS, AND INTERVIEWING ELEVEN CONSULTANTS. THIS INTERSECTION HAS CONSISTENTLY RANKED IN THE TOP FIVE CRASH SITES IN THE AMATS AREA. CONSTRUCTION WILL TAKE PLACE IN 2018 PAID FOR WITH UP TO \$700,000.00 IN FEDERAL HIGHWAY SAFETY MONEY AT 90% FEDERAL AND 10% LOCAL MATCH.

THIS IS A REQUEST TO AUTHORIZE THE MAYOR TO ENTER INTO A PROFESSIONAL SERVICE AGREEMENT WITH MOTT MacDONALD IN THE AMOUNT OF \$91,022.80. THE CITY ENGINEER IS REQUESTING LEGISLATION BE PASSED ON AN EMERGENCY BASIS FOR THE REASON OF PUBLIC SAFETY AND REDUCTING CRASHES AT THE DARROW ROAD AND GRAHAM ROAD INTERESECTION.

Mayor Kline 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 FINANCE COMMITTEE'S APPROVAL TO AUTHORIZE THE EXPENDITURE OF UP TO \$19,100.00 TO FASTENAL COMPANY FOR THE PURCHASE OF INCIDENTALS/SAFETY SUPPLIES USED BY THE STREET DEPARTMENT.

THE PRODUCTS PURCHASED FROM FASTENAL INCLUDE BUT ARE NOT LIMITED TO ROPE, ALL TYPES OF HOISING, WIRE BRUSHES, STOCK FOR THE SAFETY VENDING MACHINE AND BIN STOCK FOR MECHANICS. FASTENAL CO. IS AN APPROVED STATE OF OHIO VENDOR.

Mayor Kline moved for discussion of this item, Mrs. Zibritosky seconded This motion.

After this item was discussed, it was unanimously approved.

REQUEST FROM THE PLANNING/ZONING DEPARTMENT FOR AN APROVAL OF A REQUISITION TO C.T. CONSULTANTS, INC. FOR ASSISTANCE IN THE UPDATE OF STOW'S COMPREHENSIVE PLAN PER ORDINANCE 2016-55, IN THE AMOUNT OF \$28,000.00.

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

After this item was discussed, it was unanimously approved.

REQUEST FROM THE SERVICE DEPARTMENT FOR AN APPROVAL OF A REQUISITION FOR THE ANNUAL CERTIFICATE OF COVERAGE FEE FOR UNDERGROUND FUEL STORAGE TANKS, IN THE AMOUNT OF \$2,100.00.

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


After this item was discussed, it was unanimously approved.

REQUEST FROM THE SERVICE DEPARTMENT FOR AN APROVAL OF A REQUISITION TO AKRON REBAR FOR REBAR AND MISCELLANEOUS SUPLIES NEEDED FOR THE SALT STORAGE STRUCTURE AT STATION 2.

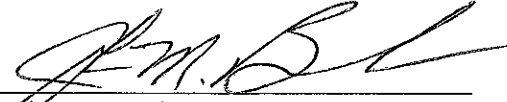
Mayor Kline moved for discussion of this item, Mr. Baranek seconded this Motion.

After this item was discussed, it was unanimously approved.

With no further business to discuss, Mayor Kline moved to adjourn the meeting, seconded by Mr. McCleary. The meeting was adjourned at 9:40 a.m.



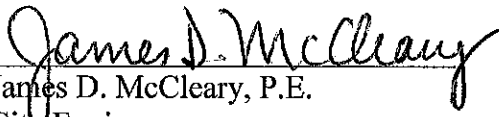
Sara Kline
Mayor



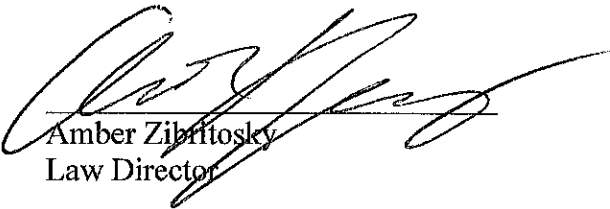
John Baranek
Finance Director



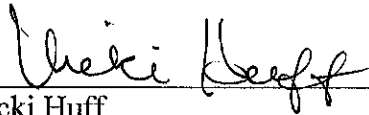
Nicholas Wren
Assistant Service Director



James D. McCleary, P.E.
City Engineer



Amber Zibittosky
Law Director



Vicki Huff
Secretary

City of Stow
Sara Kline, Mayor
Board of Control
9/7/16

<u>DEPT</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>BID/QUOTE</u>	<u>AMOUNT</u>
CLERKS	DE LAGE LANDEN FINANCIAL SERV INC	PRINTER LEASE-KONICA C554E	CONTRACT	\$1,140.48
	KONICA PRINTER LEASE			
	ORIG APPVD TO BLUE TECH			
Discuss:	Motion: Mayor Kline	Second: Mrs. Zibritosky	Abstain:	<u>TOTAL PO AMOUNT: \$1,140.48</u>
Approve:	Unanimously Passed: <input checked="" type="checkbox"/>	Passed: <input type="checkbox"/>	Denied: <input type="checkbox"/>	Held: <input type="checkbox"/>
CLERKS	CROFFORD JOHN P	SBP-PRINT SERVICE	PREFERRED SOURCE	\$3,200.00
\$317.97	PRINTING SERVICES			
	VARIOUS NEEDS BY CLERKS OFFICE			
Discuss:	Motion: Mayor Kline	Second: Mrs. Zibritosky	Abstain:	<u>TOTAL PO AMOUNT: \$3,200.00</u>
Approve:	Unanimously Passed: <input checked="" type="checkbox"/>	Passed: <input type="checkbox"/>	Denied: <input type="checkbox"/>	Held: <input type="checkbox"/>
ENGINEERWG	MOTT MACDONALD	ENGIN SVCS DARRROW/GRAHAM P	BID SOURCE	\$72,501.00
	ENGIN SVCS SUM-91-9.59			
	ENGIN CONSULTANT SVCS			
		ENVIRONMENTAL COST		\$10,247.00
		10% CONTINGENCY		\$8,274.80
Discuss:	Motion: Mayor Kline	Second: Mrs. Zibritosky	Abstain:	<u>TOTAL PO AMOUNT: \$91,022.80</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>
FINANCE	PRINT DIGITAL INC	2015 CAFR	BEST PRACTICAL SOURCE	\$1,040.82
\$1048.32		2015 ANNUAL FINANCIAL REPORT		
		PRINTING SVC FOR FINANCE		
		SHIPPING		\$7.50

Discuss: Motion: Mayor Kline Second: Mr. Baranek Abstain: _____ **TOTAL PO AMOUNT: \$1,048.32**

Approve: Unanimously Passed: Passed: Denied: Held:

INFO SERV PACKET BRIGADE LLC SBP-NETWORK CONSULTING BEST PRACTICAL SOURCE \$6,000.00

NETWORK CONSULTING SVC
CONSULTATION/SECURITY ISSUES

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

Approve: Unanimously Passed: Passed: Denied: Held:

PARKS&REC MUSICAL ARTS ASSOC HOLIDAY CONCERT 12/10/16 SOLE SOURCE \$1,750.00

PARKS & REC TRIP-12/10/16
CLEV ORCHESTRACITY CC

Discuss: Motion: Mayor Kline Second: Mr. McCleary Abstain: _____ **TOTAL PO AMOUNT: \$1,750.00**

Approve: Unanimously Passed: Passed: Denied: Held:

STREET FASTENAL CO SBP-INCIDENTALS/SUPPLIES BEST PRACTICAL SOURCE \$5,000.00

FASTENERS/INCIDENTALS/SUPPLIES
FOR USE BY STREET DEPT

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

Approve: Unanimously Passed: Passed: Denied: Held:

<u>DEPT</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>BID/QUOTE</u>	<u>AMOUNT</u>	
STREET	LEPPPO INC	REPAIR PARTS & EQUIPMENT FOR USE BY STREET DEPT	SBP-PARTS & EQUIPMENT	SOLE SOURCE	\$3,500.00

Discuss: Motion: Mayor Kline Second: Mr. McCleary Abstain: TOTAL PO AMOUNT: \$3,500.00

Approve: Unanimously Passed: Passed: Denied: Held:

STREET	SUPERIOR DIESEL INC	MACHINE PARTS & ACCESSORIES JOHN DEERE LEAF MACHINE	SBP-JOHN DEERE LEAF MAC PAR	SOLE SOURCE	\$1,000.00
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Discuss: Motion: Mayor Kline Second: Mr. McCleary Abstain: TOTAL PO AMOUNT: \$1,000.00

Approve: Unanimously Passed: Passed: Denied: Held:

UTILITY BLNG	AUTOMATED BUSINESS EQUIP CORP	MAINTENANCE/SUPPORT PKG UTILITY BILLING CHECK SCANNER	WTR BILLING CK SCANNER MAINT	SOLE SOURCE	\$2,310.00
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Discuss: Motion: Mayor Kline Second: Mr. McCleary Abstain: TOTAL PO AMOUNT: \$2,310.00

Approve: Unanimously Passed: Passed: Denied: Held: