

CITY OF STREETSBORO, OHIO

**BOARD OF CONTROL MEETING MINUTES**

Wednesday, March 13, 2024

This Board of Control meeting was called to order on Wednesday, March 13, 2024 at 9:30 a.m. by Matt Miller. Matt Miller led the Pledge of Allegiance.

PRESENT: Bill Miller, David Nott, Matt Miller

ABSENT: Mayor Broska

ALSO PRESENT: Justin Czekaj, Municipal Engineer  
Patricia Wain, Police Chief  
Kate Harrison, Water Department Administrator  
Caroline Kremer, Clerk

**Disposition of Minutes**

**MOTION: TO APPROVE THE BOARD OF CONTROL MEETING MINUTES OF FEBRUARY 14, 2024 AS PRESENTED.**

Moved by Bill Miller, seconded by Mr. Nott. Upon voice vote, **motion carried.**

**Authorize Water Tower Cleaning**

Bill Miller said this was the yearly cleaning of the water tower. The cost was not to exceed \$10,000 and it would come out of account #501-52-5338.

**MOTION: TO APPROVE THE WORK.**

Moved by Bill Miller, seconded by Mr. Nott. Upon voice vote, **motion carried.**

**Annual EPA Required Water Testings at Portage County Lab, Hoffman Analytic Services, and Microbac Laboratories**

Bill Miller said these normal testings during the year would not exceed \$15,000 and would be paid out of account #501-52-5338.

**MOTION: TO APPROVE THE TESTING EXPENDITURES.**

Moved by Bill Miller, seconded by Mr. Nott. Upon voice vote, **motion carried.**

**Purchase Two GETAC Tablets for Cruiser**

Chief Wain said the cost for two tablets was \$5,680. The schedule was to replace two tablets a year as they wear out. There were currently two to be replaced: one was dead and another the screen had faded so much it was almost unreadable. This was a scheduled and budgeted expense from account #401-11-5745.

**MOTION: TO APPROVE THE PURCHASE.**

Moved by Bill Miller, seconded by Mr. Nott. Upon voice vote, **motion carried.**

**Amend Authorization for Purchase of Intoximeter Machine**

Matt Miller assumed inflation had occurred and the price had increased by \$1,804 since the previous quote in 2023 for this required piece of Police equipment. The Police Department would do a change order on the existing Purchase Order. This equipment would be expensed from account #401-11-5745.

**MOTION: TO RE-APPROVE THE PURCHASE AT THE HIGHER AMOUNT OF \$13,571.50.**

Moved by Bill Miller, seconded by Mr. Nott. Upon voice vote, **motion carried.**

**Parks and Recreation Contracts**

- **Contract w/Audio Extremes DJ Services for Dance and Eclipse Event**
- **Contract w/G. Soccio for Baked Goods for Father-Daughter Dance**
- **Contract w/M. Summers for Eclipse Crafts**
- **Contract w/L. Solomon for Silver Sneakers Yoga Classes**

Mr. Mytinger was busy with inspections at the new Community Center this morning and would join the meeting soon. This item was postponed until the end of the meeting.

**Authorize Contract for Floyd North Bicentennial Park Phase 1 Construction**

Mr. Czekaj said five bids had been received. The low bid was from Perrin Asphalt for \$243,959. He asked the Board to award the contract to Perrin today to begin the construction as soon as possible because of grant deadlines. The work needed to be done in 2024.

**MOTION: TO AWARD THE CONTRACT FOR FLOYD NORTH BICENTENNIAL PARK PHASE 1 CONSTRUCTION TO PERRIN ASPHALT.**

Moved by Bill Miller, seconded by Mr. Nott. Upon voice vote, **motion carried.**

**Authorize Contract for City Center Activity Area Project**

Mr. Czekaj said one bid was received for this project from Northeast Ohio Trenching Services, Inc. in the amount of \$1,628,420. This amount was under the engineer's estimate by about \$28,000. This contract would be for construction of the splashpad, the restroom, and all landscaping in that area, also trees within the center oval. He asked the Board to award the contract so the work could get started. Matt Miller noted a budget adjustment to move money from the carryover to 401-Capital Fund would be done at the March 25, 2024 Finance Committee and Council Meeting.

**MOTION: TO AWARD THE CONTRACT FOR THE CITY CENTER ACTIVITY AREA CONSTRUCTION PROJECT TO NORTHEAST OHIO TRENCHING SERVICES, INC. PENDING THE CITY COUNCIL BUDGET ADJUSTMENT ON MARCH 25, 2024.**

Moved by Bill Miller, seconded by Mr. Nott. Upon voice vote, **motion carried.**

**Authorize Wertz Geotechnical Engineering to Provide Construction Monitoring and Testing Services for City Hall Site**

Mr. Czekaj said this was for testing and inspections for the physical building. It was a different phase of any work done thus far. Wertz Geotechnical would be on site to provide special inspections and testing for materials on site. This was not to exceed \$19,500 and would come from the Engineering Contractual Services account.

**MOTION: TO APPROVE THE EXPENDITURE NOT TO EXCEED \$19,500.**

Moved by Bill Miller, seconded by Mr. Nott. Upon voice vote, **motion carried.**

**Parks and Recreation Contracts**

- **Contract w/Audio Extremes DJ Services for F-D Dance and Eclipse Event**

This contract was for both events totaling about \$1,200. The Father-Daughter Dance was already completed, so this would be a retroactive approval.

**MOTION: TO APPROVE THE CONTRACT.**

Moved by Bill Miller, seconded by Mr. Nott. Upon voice vote, **motion carried.**

- **Contract w/G. Soccio for Baked Goods for Father-Daughter Dance**

This was a replacement contract for a baker who was to make baked goods for the Father-Daughter Dance. The dance was already over, and there had not been a Board of Control meeting in time, so this approval would be retroactive and the department would have to submit a “confirming” purchase order.

**MOTION: TO APPROVE THE CONTRACT.**

Moved by Bill Miller, seconded by Mr. Nott. Upon voice vote, **motion carried.**

- **Contract w/M. Summers for Eclipse Crafts**

The cost was \$150 for the one-day event.

**MOTION: TO APPROVE THE CONTRACT.**

Moved by Bill Miller, seconded by Mr. Nott. Upon voice vote, **motion carried.**

- **Contract w/L. Solomon for Silver Sneakers Yoga Classes**

The clerk clarified this was a contract to instruct Senior yoga classes for a few months until the regular yoga instructor returned from his trip to India.

**MOTION: TO APPROVE THE CONTRACT.**

Moved by Bill Miller, seconded by Mr. Nott. Upon voice vote, **motion carried.**

There being no further business to come before this Board, and upon motion by Bill Miller, seconded by Mr. Nott, this meeting adjourned at 9:43 a.m.

ATTEST:

APPROVED:

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Caroline L. Kremer, Clerk of Council

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Matt Miller, Finance Director