

CITY OF STREETSBORO, OHIO

BOARD OF CONTROL MEETING MINUTES

Wednesday, October 14, 2020

This Board of Control meeting was called to order on Wednesday, October 14, 2020 at 8:33 a.m. by Mayor Broska. Mayor Broska led the Pledge of Allegiance.

PRESENT: Mayor Broska, Frank Beni, Jenny Esarey, Bill Miller

ABSENT: None.

ALSO PRESENT: Rob Reinholz, Fire Chief
Katie Harrison, Financial Assistant
Tricia Wain, Police Chief
Melissa Procop, Mayor's Administrative Assistant
Caroline Kremer, Clerk

Disposition of Minutes

MOTION: TO APPROVE THE BOARD OF CONTROL MEETING MINUTES OF SEPTEMBER 9, 2020 AS WRITTEN.

Moved by Ms. Esarey, seconded by Mr. Miller. Upon voice vote, **motion carried.**

Mayor Broska moved an item up on the agenda.

Authorize Civica Easy Pay for On-line Bill Pay

Mrs. Harrison asked for \$5,892 to pay the Civica invoice for the new on-line bill pay service for the Water Department. This would be pending a budget amendment by City Council at their October 26, 2020 meeting. This payment would come out of the Local Coronavirus Relief Fund Contractual Services account line #220-81-5341.

MOTION: TO APPROVE THE EXPENDITURE.

Moved by Ms. Esarey, seconded by Mr. Miller. Upon voice vote, **motion carried.**

Preventative Maintenance on the Cot/LOAD Systems

Chief Reinholz said twice a year there was preventative maintenance on the cot systems in the squads. In spring 2020 it was about \$2,500 and this fall he wasn't sure of the cost, so he asked for approval for up to \$5,000 for preventative maintenance for the year.

MOTION: TO APPROVE THE EXPENDITURE NOT TO EXCEED \$5,000 FOR THE YEAR.

Moved by Ms. Esarey, seconded by Mr. Miller. Upon voice vote, **motion carried.**

Installation of UV Lights on Two Squads

Chief Reinholz said this would use the Local Coronavirus Relief Fund/CARES Act money for the ultraviolet lighting to kill germs in the squads. The squad that was being refurbished would have the UV lights installed as part of the refurbishing; this was for the other two squads. It would cost \$2,800 for each squad for a total of \$5,600 for UV lighting installed in two ambulances.

Ms. Esarey noted that City Council had approved this CARES Act expenditure at their September 28, 2020 meeting.

MOTION: TO APPROVE THE EXPENDITURE FOR INSTALLATION OF UV LIGHTS ON TWO SQUADS.

Moved by Ms. Esarey, seconded by Mr. Miller. Upon voice vote, **motion carried.**

Annual Lexipol Policy Manual Subscription for FD

Chief Reinholz said this was the annual subscription for the policy manual for \$5,670. The amount was budgeted for 2020. This was for SOGs/best practices with Lexipol and he asked for authorization to renew the subscription. Ms. Esarey noted that the City insurance company liked that the Fire Department had Lexipol.

MOTION: TO APPROVE THE EXPENDITURE FOR THE LEXIPOL SUBSCRIPTION RENEWAL.

Moved by Ms. Esarey, seconded by Mr. Miller. Upon voice vote, **motion carried.**

Authorize 2020 Expenditure up to \$4,407 for Tires

Chief Reinholz said Ms. Esarey had realized that the Fire Department had already spent \$3,406.12 on tires this year and may need more tire repairs before the end of the year and the cost would go over the authorization limit of the department head, so he asked for authorization from Board of Control to spend up to a total of \$4,407 on tires in 2020.

MOTION: TO APPROVE EXPENDITURES UP TO \$4,407 FOR TIRE REPAIRS IN 2020.

Moved by Ms. Esarey, seconded by Mr. Beni. Upon voice vote, **motion carried.**

Authorize Pradco Assessments for New PD Hires

Chief Wain said the department had already spent about \$1,500 for assessments as a standard practice for hiring police officers. She asked for an additional \$2,400 to get the top three candidates through the assessment process for a total not to exceed \$3,950 for 2020. Chief Wain said there were currently two openings in the Police Department and a third opening was possible at the end of this year or early next year. The Pradco assessment was a standard practice for hiring of new candidates, so the expenditure was needed.

MOTION: TO APPROVE THE EXPENDITURES NOT TO EXCEED \$3,950 FOR 2020.

Moved by Ms. Esarey, seconded by Mr. Miller. Upon voice vote, **motion carried.**

Authorize Refund Expenditure for CHIP Fund

Mayor Broska said Ms. Esarey's memo had explained the situation and he supported this refund expenditure. Ms. Esarey said NDS had deposited into the incorrect bank account so she had to take multiple steps to get it into the correct bank account. This item was pending a City Council budget amendment on October 26, 2020.

MOTION: TO APPROVE THE REFUND EXPENDITURE.

Moved by Ms. Esarey, seconded by Mr. Miller. Upon voice vote, **motion carried.**

Disposal of Used Oil and Filters

Mr. Miller said this was to get rid of the waste oil and used filters. The Service Department usually did this annually, but had not done it last year, that's why it was so expensive this year. The annual expenditure was typically half the cost. The waste oil tank was full and needed emptied. Ms. Esarey clarified that the Service Department had already spend some money in 2020 and this service this year was rather costly, so it would put the total 2020 expenditures over the department head's authorization limit, so they brought this to Board of Control. The cost of this one service was not \$6,000, the request was for up to \$6,000 for this item and everything else they had done this year.

MOTION: TO APPROVE THE EXPENDITURES NOT TO EXCEED \$6,000 FOR 2020.

Moved by Ms. Esarey, seconded by Mr. Beni. Upon voice vote, **motion carried.**

There being no further business to come before this Board, and upon motion by Ms. Esarey, seconded by Mr. Beni, this meeting adjourned at 8:41 a.m.

ATTEST:

APPROVED:

Caroline L. Kremer, Clerk of Council

Glenn M. Broska, Mayor