

CITY OF STREETSBORO, OHIO

BOARD OF CONTROL MEETING MINUTES

Wednesday, October 28, 2020

This Board of Control meeting was called to order on Wednesday, October 28, 2020 at 8:34 a.m. by Mayor Broska. Mayor Broska led the Pledge of Allegiance.

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

ABSENT: None.

ALSO PRESENT: John Cieszkowski, Planning Director
Melissa Procop, Mayor's Administrative Assistant
Caroline Kremer, Clerk

Disposition of Minutes

Ms. Esarey mentioned that there was a typo in the account number of the first agenda item regarding Civica Easy Pay from October 14; it should be #220-81-5341 instead of #220-82-5341.

MOTION: TO APPROVE THE BOARD OF CONTROL MEETING MINUTES OF OCTOBER 14, 2020 AS CORRECTED.

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

Purchase HP Scanner-Printer-Plotter for Planning Department

Mr. Cieszkowski asked for approval to purchase an HP Scanner-Printer-Plotter. He said the Planning Department currently had an antiquated large format copier that was not able to scan or print documents. There had been requests in the past few years for electronic copies of documents that they were unable to provide. The request for this purchase was to lessen person-to-person contact for transmittal of plans between the Planning Department and other agencies that reviewed the site plan submittals like Portage County Water Resources and GPD. This would allow the City departments to transmit and receive plans in a touchless manner, therefore they planned to use CARES money for this purchase.

MOTION: TO APPROVE THE EXPENDITURE.

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

Agreement with Proud City for Website Service

Mrs. Procop said the City was updating the City website and this was an added feature that would be beneficial. It would publish and manage all the meetings' agendas and videos. It allowed for audio embedding so it would be a much more seamless process. The City would also use CARES money for this website feature. There was a one-time \$500 charge for onboarding and also \$50/month for

the service. The initial \$500 charge would be paid using CARES money and the \$50/month would be budgeted in a General Fund account for 2021.

MOTION: TO APPROVE THE EXPENDITURE.

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

Purchase Pipe and Cable Locator Kit

Mr. Miller said this line locator would be purchased out of an equipment line #501-52-5743 for the Water Department. They had applied to BWC for this equipment but were not approved. He felt this was needed equipment for the Water Department to work more efficiently. This equipment could help the Water Department find curb boxes as well as pipes and cables.

MOTION: TO APPROVE THE EXPENDITURE FOR THIS EQUIPMENT.

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

Purchase Video Equipment for Council Chambers and Conference Room

Ms. Esarey had provided a memo and a couple quotes for this equipment. She said this had been mentioned at the Council meeting on Monday night. They were updating the audio/video equipment in Council Chambers to allow for better capability for Zoom meetings. A previous update in Council Chambers was to accommodate posting the video of the meetings to YouTube, not for the Zoom teleconferencing that was also being used now. Installing this equipment in the Conference Room would allow for more private Zoom meetings, which was not available now.

There was a quote from American Security but it was over \$13,000 which was a lot more than the quotes from Jimmy D Productions which totaled \$3,008. Jimmy D Productions guaranteed they could have it all up and running by the December 30, 2020 deadline to comply with the CARES Act to use the CARES money for this.

MOTION: TO APPROVE THE EXPENDITURE WITH JIMMY D PRODUCTIONS.

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

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

ATTEST:

APPROVED:

Caroline L. Kremer, Clerk of Council

Glenn M. Broska, Mayor