

THE CITY OF STREETSBORO, OHIO  
**SAFETY COMMITTEE MEETING MINUTES**

Monday, September 13, 2021

This Safety Committee Meeting was called to order on Monday, September 13, 2021 at 7:00 p.m. p.m. by Jennifer Wagner, Chairman. Mrs. Field offered an invocation and recognized the 9-11 victims and the first responders. Mr. Lampa led the Pledge of Allegiance.

PRESENT: Mike Lampa, Jon Hannan, Justin Ring, Chuck Kocisko, Julie Field, Jennifer Wagner

ABSENT: Anthony Lombardo

ALSO PRESENT: Glenn Broska, Mayor  
Frank Beni, Law Director  
Patricia Wain, Police Chief  
Rob Reinholz, Fire Chief  
Bill Miller, Service Director  
Justin Czekaj, City Engineer  
Patrick O'Malia, Economic Development Director  
Shawna Lockhart-Reese, HR Manager  
Caroline Kremer, Clerk of Council  
[by Zoom video conferencing:]  
Jenny Esarey, Finance Director  
John Cieszkowski, Planning Director  
Greg Mytinger, Parks and Recreation Director

**MOTION: TO EXCUSE MR. LOMBARDO.**

Moved by Mr. Ring, seconded by Mrs. Field. Upon voice vote, **motion carried.**

**Disposition of Minutes**

**MOTION: TO ACCEPT THE REGULAR SAFETY COMMITTEE MEETING MINUTES OF AUGUST 9, 2021 AS WRITTEN.**

Moved by Mr. Lampa, seconded by Mrs. Field. Upon voice vote, **motion carried.**

**Old Business**

None.

**New Business**

**T-7090 Authorize Repairs to Engine 2616**

Chief Reinholz said Engine 2616 needed a \$900 repair for a throttle position sensor mechanism, and because there had been previous repairs to this vehicle in 2021 (radiator, brakes, tires, etc.) it would

put the total repair expenditures in 2021 over the \$8,500 Board of Control limit. So he was bringing this to Council and asking for authorization up to \$12,000 for any future repairs that might be needed in 2021 for this vehicle so he wouldn't have to come back to Council for every additional item that might come up. He said he had the money in his budget. He noted this vehicle had been out of commission for two weeks, but the department had a back up tanker and the ladder truck with pumps that could be used until Engine 2616 was fixed. Engine 2616 was 21 years old with 49,000 miles. The department would spec out a new engine in 2022 to be purchased, as part of the 10 year Vehicle Replacement Plan, in 2023.

**MOTION: TO MOVE THIS TO TONIGHT'S REGULAR COUNCIL MEETING.**

Moved by Mr. Lampa, seconded by Mrs. Field. Mrs. Field wondered if Council should consider increasing the Board of Control limits above \$8,500 for future purchases, so larger (or multiple) emergency type purchases didn't have to wait for a Council Meeting. Chief Reinholz was aware the Mayor could authorize purchases for true emergencies with a report to Council, but this wasn't that kind of emergency because he had other trucks to use temporarily. Mayor Broska supported increasing the Board of Control authorization limit and could present legislation at the next meeting.

It was clarified for Mr. Ring that the \$8,500 Board of Control limit was for cumulative expenditures, not per occurrence. Mr. Ring supported increasing the Board of Control limit to a reasonable number. Council was always informed of the expenditures authorized by the Board of Control through the Board of Control meeting minutes. The expenditures could only be authorized if there was money in the budget.

It was clarified that the department heads could make purchases from \$1 to \$3,499 with Mayor approval. The Board of Control had the ability to authorize expenditures from \$3,500 up to \$8,499 since it was changed in 2014. Any purchases over \$8,499 had to have City Council approval. Mr. Lampa supported increasing the authority of the Board of Control because prices had continued to increase over the years.

Mr. Kocisko supported raising the threshold. He said in the past it was often the Service Department that had big ticket items arise throughout the year that would have to wait until it could be approved by Council. Mr. Ring thought \$8,500 of cumulative purchases for vehicle repairs in any department was kind of low, so he supported the proposed increase. Ms. Esarey noted that she kept a lot of spreadsheets to track the cumulative purchases per vehicle or per vendor. Mrs. Kremer noted expected purchases for tires for the fleet or snowplows for the year, etc. were authorized by Council ahead of time; the Board of Control handled the more unexpected expenses.

Mayor Broska asked what figure City Council might be comfortable to raise the Board of Control limit to; he was considering around \$15,000 or \$20,000. A couple Council Members said they had thought about \$20,000.

Mr. Ring wondered if the authorization system itself should be reconsidered. He said if there was money already approved for repairs in the annual budget, why did each expenditure in that budget line have to be individually approved. Mr. Kocisko said it was City Council's job to know where the

money was going. Mr. Ring said the purchases could be reported to Council as they were done, so each purchase didn't have to come for Council approved. Mrs. Field said if the Board of Control limit was increased it would reduce some of the purchases that would come to Council for authorization, but Council did need to know about purchases beyond a certain amount because Council was the keeper of the purse. She felt it was important for Council to be aware and have its eyes on these purchases for checks and balances, although she trusted the department heads, but maybe Council would decide to take a different action (i.e. buy a new truck instead of repairing an old one), but she felt the limit amount could be increased.

Mr. Hannan also supported increasing the limit. He mentioned that the Board of Control used to have a Council Member representative on the Board (which was removed in 2018) so they could report back to Council about the requests and where the money was going, and that could be done again, but Council already got the Board of Control meeting minutes to know where the money was going. Upon voice vote to move this item to tonight's Regular Council Meeting, **motion carried.**

#### T-7091 Replacement Windows at Police Station

Chief Wain told Council the police station building was now 21 years old. The windows were original, construction grade, and there were several that were coming apart, the interiors were warped, some exteriors were rotting away. This was a budgeted project and she had expected it to be a two year project because it would be a large expense, but the estimates had come in significantly lower than expected. She had reached out to 18 companies and only received three estimates. She recommended going with Pella Windows after looking at the number of years the companies had been in business, the BBB rating, the company reputation, and the quality of windows to be installed. One company had only been in business a short time and provided a one-page quote whereas the others provided a quote package detailing the windows they would use. Pella Windows was higher at \$34,040 but seemed to be the best option. Chief Wain had made some adjustments to the selection of windows to reduce the price a little, so the new estimate received prior to the meeting was \$32,755, but included a couple extra windows not requested, so the actual cost should be even less. She thought there might be a need for a little bit of interior work due to the deterioration and damage that had happened to the window frames from the weather over the years, which the Service Department could probably do. She said there was a significant time lag for construction projects, so any inside repairs would probably take place in 2022, which was probably when the windows would actually be installed.

Mr. Lampa clarified these would be vinyl windows and the \$34,000 cost was actually less than the \$40,000 that had been budgeted for the first year of the two year project.

Mrs. Field clarified that windows and the installation was one cost and the interior window sill repair work would be an additional cost, but it was uncertain how much repair work would be needed. Chief Wain added that there might a little exterior brick work needed after the new windows were installed, if the brick work had become structurally deficient, but that would not be known until after the installation.

Mrs. Field said she usually supported going with a small, local company, but for this project with such a large building she agreed with using Pella Windows who was most likely to be around for

many more years to support their work. Mr. Ring commented that ArmorView had been in business a short time, but had a much better warranty, better price, and used Softlite windows which were good and were produced in Streetsboro. Chief Wain said there was a different level of product available from Pella which would provide more security at the police station, and with the adjustments she had requested the Pella price would be better.

**MOTION: TO MOVE THIS TO TONIGHT'S REGULAR COUNCIL MEETING.**

Moved by Mrs. Field, seconded by Mr. Lampa. Upon voice vote, **motion carried.**

**Citizens' Comments**

None.

**Announcements**

A Service Committee Meeting will immediately follow this meeting.

There being no further business to be addressed by this committee, and upon motion by Mr. Hannan, seconded by Mrs. Field, this meeting adjourned at 7:33 p.m.

ATTEST:

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Caroline L. Kremer, Clerk of Council

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Jennifer Wagner, Chairman