

CITY OF STREETSBORO, OHIO

BOARD OF CONTROL MEETING MINUTES

Wednesday, December 8, 2021

This Board of Control meeting was called to order on Wednesday, December 8, 2021 at 10:30 a.m. by Mayor Broska. Mayor Broska led the Pledge of Allegiance.

PRESENT: Bill Miller, Frank Beni, Mayor Broska

ABSENT: [1 vacancy]

ALSO PRESENT: Justin Czekaj, City Engineer
Rachel Miller, Parks and Recreation Clerk
Katie Harrison, Water Dept. Administrator
Patricia Wain, Police Chief
John Cieszkowski, Planning Director
Caroline Kremer, Clerk

Disposition of Minutes

MOTION: TO APPROVE THE BOARD OF CONTROL MEETING MINUTES OF NOVEMBER 10, 2021 AS WRITTEN.

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

Parks and Recreation Contract w/S. Martin to Officiate Youth Sport in 2021

Mrs. Miller said the Department had used Ms. Martin for multiple years to officiate youth basketball games. This was a contract for December 2021 and there was a separate contract for 2022.

MOTION: TO ACCEPT THE CONTRACT.

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

Parks and Recreation Contract w/S. Martin to Officiate Youth Sport in 2022

MOTION: TO ACCEPT THE CONTRACT.

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

Parks and Recreation Contract for Santa Claus

Mrs. Miller said the Department had used Mr. Fulmer before for holiday programs in December.

MOTION: TO ACCEPT THE CONTRACT.

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

Parks and Recreation Contract for Youth Sports Score Keeping

Mrs. Miller said the Department had used Mr. McLaury in the past and he'd done a good job.

MOTION: TO ACCEPT THE CONTRACT.

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

Parks and Recreation Contract w/Dill to Officiate Youth Basketball in 2021

Mrs. Miller said Mr. Dill was new so this contract was just for December 2021. If things went well the Department would submit another contract to the Board of Control for 2022.

MOTION: TO ACCEPT THE CONTRACT.

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

Parks and Recreation Contract to Increase Spending Limit with Carone's for Department and Program Uniforms and Supplies

Mr. Mytinger had provided a memo to request authority to spend beyond the allotted \$3,500 limit at Carone's. Mrs. Miller explained Carone's had already been approved at a previous Board of Control meeting, but only for certain line items, and the Department used Carone's across the board for many different things and many different line items. Mayor Broska and Mr. Beni thought the request memo was too vague. Mrs. Miller asked to have permission to at least purchase basketball uniforms for the program participants from Carone's. Mayor Broska and Mr. Beni suggested coming back to the next meeting with more detail, the line items, and what was to be purchased. This item was tabled until the next Board of Control Meeting.

Contract Addendum w/Walter + Haverfield for Sign Code Review/Revision

Mr. Cieszkowski asked for an additional \$7,500 to hopefully finalize the coordination with Todd Hunt at Walter Haverfield for the sign code updates they were working on to ensure content neutrality and to develop legally defensible electronic message center (EMC) sign regulations. Mr. Beni noted that City Council had already approved a contract with Walter Haverfield for up to \$7,500, but Mr. Cieszkowski and Mr. Hunt recently determined the work would be a little more involved. Mr. Beni added that City Council and the School Board wanted this Sign Code Review/Revision done and presented to them, so this work was necessary. Mr. Cieszkowski was not certain how long this work would take. He was also working with Portage County regarding an analysis of the frontages. He had also compiled some safety studies on EMC signs that he needed to discuss with Mr. Hunt before he could know how long this review/revision would take. Mr. Cieszkowski mentioned that this additional \$7,500 included a final review by Mr. Hunt of Mr. Cieszkowski's revisions, and some time for a presentation to Council prior to adoption.

MOTION: TO ACCEPT THE CONTRACT.

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

Contract w/Northstar Planning to Update Property Maintenance Regulations and Incorporate the International Property Maintenance Code (IPMC)

Mr. Cieszkowski said at the end of last year Councilman Lampa asked that the Planning Department present a proposal for this project, which was to hire Mark Majewski to incorporate the International Property Maintenance Code regulations and update the City's current property maintenance regulations. City Council had asked to have this project appropriated in the 2021 Contractual Services budget line, so this request was before the Board of Control today to keep the proposal in the 2021 budget so it would not impact the 2022 appropriations. Mr. Cieszkowski had asked Mr. Majewski to revise the proposal (originally \$11,000) to include two meetings to discuss this project with City Council (now \$12,750).

MOTION: TO APPROVE THE CONTRACT.

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

Purchase Additional Tires and Services for the Water and Service Departments

Mr. Miller said this expenditure would come out of account #s -5613 in the General Fund and the Water Fund. The Departments had already made some purchases and these additional purchases would take the total over the \$8,500 that was originally approved. He asked today for permission for additional purchases not to exceed \$14,000. The money was in the budget lines.

MOTION: TO APPROVE THE PURCHASES.

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

Purchase Office Furniture and Chairs for the Police Department

Chief Wain asked for authorization to make purchases not to exceed \$6,000 from National Business Furniture and Quill from account #101-11-5745 Equipment pending a budget amendment that was to be authorized at the next City Council Meeting. The Police Department had numerous pieces of furniture that were original to the building that was constructed over 20 years ago and they were now falling apart, unsafe, unusable and needed replaced. Any replaced pieces that were remotely usable would go to auction.

MOTION: TO APPROVE THE PURCHASES.

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 Mr. Miller, this meeting adjourned at 10:43 a.m.

ATTEST:

APPROVED:

Caroline L. Kremer, Clerk of Council

Glenn M. Broska, Mayor