

CITY OF STREETSBORO, OHIO

BOARD OF CONTROL MEETING MINUTES

Wednesday, March 23, 2022

This Board of Control meeting was called to order on Wednesday, March 23, 2022 at 9:15 a.m. by Frank Beni, Law Director. Mr. Beni led the Pledge of Allegiance.

PRESENT: Bill Miller, Matt Miller, Frank Beni

ABSENT: Mayor Broska

ALSO PRESENT: Patricia Wain, Police Chief
Katie Harrison, Water Supervisor
Justin Czekaj, Municipal Engineer
Greg Mytinger, Parks and Recreation Director
Caroline Kremer, Clerk

MOTION: TO EXCUSE MAYOR BROSKA.

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

Disposition of Minutes

MOTION: TO APPROVE THE BOARD OF CONTROL MEETING MINUTES OF MARCH 9, 2022 AS WRITTEN.

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

The Clerk mentioned there were two items to add to the agenda this morning. The items came in late yesterday from the Service Department. Mr. Beni said they could be added at the end of the meeting.

Authorize Contract for Frost Road Waterline

Mr. Czekaj said this was the first waterline project of the year. The City received four bids, although he had expected more. The City had budgeted \$800,000 for this project, but had revised the scope through design and saved quite a bit of money. He asked to award the contract to Fabrizi Trucking and Paving in the amount of \$373,758.

MOTION: TO ACCEPT THE BID OF FABRIZI TRUCKING AND PAVING COMPANY, INC. AT \$373,758 FOR THE FROST ROAD WATERLINE IMPROVEMENTS PROJECT.

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

Mr. Mytinger had stepped out of the meeting to take a call so the Chair would come back to his agenda items when Mr. Mytinger returned to the room.

Annual HVAC Maintenance Agreement w/Smylie One

Chief Wain asked for approval for \$4,450 for the yearly HVAC maintenance agreement. The Police Department had been using Smylie One for several years for the HVAC and plumbing. This one year agreement is for four preventative maintenance inspections and a price reduction on some service trips and parts.

MOTION: TO APPROVE THE ANNUAL CONTRACT FOR \$4,450 PAYABLE OUT OF ACCOUNT #101-11-5431.

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

Parks and Recreation Contract w/Rookie Sports Club to Instruct Youth Sports

Mr. Mytinger said this was a contract for youth instruction to the residents for rookie sports. The Parks and Recreation Department had used this contractor multiple times in the past. The contractor got 80% of the registration fee charged to the participants.

MOTION: TO ACCEPT THE CONTRACT WITH ROOKIE SPORTS CLUB TO INSTRUCT YOUTH SPORTS.

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

Authorize 2022 Expenditures for Parks and Recreation Program Guide

Mr. Mytinger said this was an expenditure request for \$12,000 for the printing and mailing of the various program guides throughout the year. The total expenditure was over \$5,000 so Board of Control approval was needed. Matt Miller said there was only \$9,000 budgeted in the account line #205-32-5365 Printing for 2022 so that was all the Board of Control could approve today. If Mr. Mytinger got a budget amendment later in the year, he could come back for further approval from the Board of Control. Mr. Mytinger did not remember how much was spent last year.

MOTION: TO APPROVE THE PARKS AND RECREATION DEPARTMENT TO SPEND NOT TO EXCEED \$9,000 FOR PRINTING THE COMMUNITY PROGRAM GUIDES WITH PM GRAPHICS FROM ACCOUNT #205-32-5365.

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

Purchase Street Banners

Mr. Mytinger said this was a request to increase a current \$5,000 Purchase Order with Graphic Expressions. The cost of the banners had increased due to the larger size and inflation. He asked for approval not to exceed \$6,000. The money was in the budget.

MOTION: TO AUTHORIZE AN EXPENDITURE NOT TO EXCEED \$6,000 FOR BANNERS FROM ACCOUNT #101-32-5612.

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

Contract w/Strand for Streetsboro Stormwater Manual

Mr. Czekaj said this was one of the many procedural manuals that the Engineering Department was trying to implement. It would give developers and those seeking to make improvements in the City the technical guidance to complete their stormwater management. The City was looking to contract with Strand for \$8,000; it was budgeted under #101-43-5338 Engineering Contractual Services - Stormwater Master Plan.

Strand would provide an actual manual that could be made digital to be added to the City website. The City would own the information; there was no proprietary software that would need to be managed. When the City started to revise the stormwater ordinances, it would pull that technical data out of the ordinances and put it in the manual so that the Engineering Department could update that information in the manual as things changed, rather than having to change the ordinances often, and make things simpler.

MOTION: TO APPROVE THE CONTRACT WITH STRAND ASSOCIATES, INC. TO PREPARE A STORMWATER DESIGN MANUAL FOR AN AMOUNT NOT TO EXCEED \$8,000 FROM ACCOUNT #101-43-5338.

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

Authorize Guardrail Repair/Replacements

Bill Miller said this was a contract with M. P. Dory; they usually did the guardrail replacements. The expenditure not to exceed \$11,000 would be from line item #401-61-5745. There were residential areas where the guardrail had failed and needed replaced. There was also an area on SR 14 that got hit, but there was no accident report filed, so the City had to fix it.

MOTION: TO APPROVE THE CONTRACT WITH M. P. DORY COMPANY TO REPLACE GUARDRAILS FOR AN AMOUNT NOT TO EXCEED \$11,000 FROM #401-61-5745.

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

Authorize Repairs to Street Sweeper

Bill Miller said the street sweeper was out of service. There was a repair estimate for \$5,021.88 but he asked for authorization for repairs not to exceed \$5,300 in case additional things were found while it was in the shop. The machine was starting to show its age. The amount would come out of #101-81-5613 Vehicle Parts and Supplies which account had been used a lot already this year.

MOTION: TO APPROVE THE CONTRACT WITH THE SAFETY COMPANY, LLC dba MTECH COMPANY FOR THE REPAIRS TO THE STREET SWEEPER IN AN AMOUNT NOT TO EXCEED \$5,300 FROM #101-81-5613.

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

Purchase Data Extraction from CMI

Katie Harrison explained this data extraction was required to convert the City's information from CMI/Civica the current water billing system to BS&A the new water billing system. At least two data extractions were required and this agreement would allow for three extractions. She had asked for \$7,500 from #501-52-5338 Contractual Services. The quote was finally received this morning and it was for \$6,000 for up to three data extractions. This charge was to give the current billing information to the new billing system. The money was budgeted.

MOTION: TO UTILIZE THE SERVICES OF CMI/CIVICA NORTH AMERICA INC. FOR THREE DATA EXTRACTIONS IN AN AMOUNT NOT TO EXCEED \$7,000 FROM #501-52-5338.

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

MOTION: TO ADD "REPAIRS TO PLOW TRUCK #923" TO THE AGENDA.

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

Repairs to Plow Truck #923

Bill Miller said the truck had been sent out for an estimate which came back a little higher than expected and over the \$5,000 Board of Control threshold, so he asked for authorization for repairs and parts not to exceed \$7,000 from #101-81-5613. This was the second time this season this truck had been out for repairs.

MOTION: TO AUTHORIZE REPAIRS AND PARTS FOR PLOW TRUCK #923 FROM CERNI MOTORS IN AN AMOUNT NOT TO EXCEED \$7,000 FROM #101-81-5613.

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

MOTION: TO ADD "AUTHORIZE CONTRACT FOR 2022 PAVEMENT MARKING PROGRAM" TO THE AGENDA.

Moved by Bill Miller, seconded by Matt Miller. The Clerk said the bids were just opened last Friday and the bid tab results were just received yesterday. Upon voice vote, **motion carried.**

Authorize Contract for 2022 Pavement Marking Program

Bill Miller said this was a three year contract but budgeted and authorized each year. He said the City had budgeted \$183,154 for 2022 in three different line items, but never used the whole appropriation in any year because the various paving projects during the year included striping for those resurfaced roads. The line items were #201-61-5351, #203-61-5351, and #401-61-5351. Bill Miller thought about \$80,000 was spent for striping last year. This year the bid included some alternates for thermo-plastic in a few areas, which cost more money but lasted longer.

MOTION: TO ACCEPT THE BID OF AERO-MARK COMPANY LLC FOR THE 2022 PAVEMENT MARKING PROGRAM IN AN AMOUNT NOT TO EXCEED \$183,154.

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

There being no further business to come before this Board, and upon motion by Bill Miller, seconded by Matt Miller, this meeting adjourned at 9:35 a.m.

ATTEST:

APPROVED:

Caroline L. Kremer, Clerk of Council

Glenn M. Broska, Mayor