

CITY OF STREETSBORO, OHIO

**BOARD OF CONTROL MEETING MINUTES**

Wednesday, December 7, 2022

This Board of Control meeting was called to order on Wednesday, December 7, 2022 at 9:31 a.m. by Mayor Broska. Mayor Broska led the Pledge of Allegiance.

PRESENT: Mayor Broska, Matt Miller, Bill Miller

ABSENT: Frank Beni [joined at 9:37 a.m.]

ALSO PRESENT: Paul Janis, Prosecutor/Assistant Law Director [left at 9:37 a.m.]  
Katie Harrison, Water Dept. Administrator  
Justin Czekaj, Municipal Engineer  
Caroline Kremer, Clerk

**Disposition of Minutes**

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

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

**Task Order with Tinker's Creek Watershed Partners for Digitizing Impervious Surfaces**

Mr. Czekaj said this was one of the many pieces needed for the stormwater program. This would digitize the impervious surfaces to see what kind of run off there was and what kind of impact that would have to the system. He had gotten a ballpark price from a consultant to do the work of about \$40,000. Tinker's Creek Watershed Partners was a local non-profit who had hired some new staff who had the skill set to be able to do this work. This had been budgeted in 2022 in the Engineering Contractual Services account for \$10,100.

**MOTION: TO APPROVE THE EXPENDITURE.**

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

**Parks and Recreation Contract for Funniest Moments in Film Program**

Mr. Mytinger was absent, but this seemed to be a standard contract for an independent contractor for a program for the Senior Center. It was to be paid from the 217- fund at \$100 per appearance.

**MOTION: TO APPROVE THE CONTRACT.**

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

**Parks and Recreation Contract for NEW Center**

This was for the Father-Daughter Dance. Mayor Broska thought this location in Rootstown was pretty far away but offered a good price for a really nice place to handle this large program. He noted this contract mentioned “all meeting rooms, food and beverage, and related services are subject to applicable sales tax (currently 7.25%) and service charge (of 20%) in effect on the date(s) the contract is signed,” but Matt Miller would provide the City’s tax-exempt form. There was a question if the Board would approve the total cost listed of \$400, or \$400 plus the 20% service charge (\$480)? Mayor Broska felt the agreement listed the Total Price at \$400.00 and that’s what the Board could approve today. Mr. Mytinger could come back to the Board of Control if there was anything further that needed approved.

**MOTION: TO APPROVE THE EXPENDITURE OF \$400 TO RESERVE THE NEW CENTER FOR THE FATHER-DAUGHTER DANCE IN MARCH 2023.**

Moved by Bill Miller, seconded by Mr. Beni. Upon voice vote, **motion carried.** [Mr. Beni joined the meeting and Mr. Janis left the meeting at 9:37 a.m.]

**Approve 2023 Expenditure for NECO-Meter Reading Maintenance Agreement**

Mrs. Harrison said this was for the annual maintenance agreement with Neptune for the water meter reading equipment. This \$4,940 was to be paid in January 2023 out of line item #501-52-5338 Contractual Services.

**MOTION: TO APPROVE THE EXPENDITURE.**

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

**Approve Payment of 2023 Public Water System License**

Mrs. Harrison said this was for the annual licensing fees for the EPA. This license was required to operate the public water system. She requested approval of \$7,149.70 from account line #501-52-5339 Licensing Fees to be paid in January 2023.

**MOTION: TO APPROVE THE EXPENDITURE.**

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

**Approve 2023 Annual Payments to Direct Marketing Solutions for Water Bills**

Mrs. Harrison said this was to pay Direct Marketing Solutions who printed, stuffed, and mailed the billings. This amount, not to exceed \$5,500, would cover the 2023 costs for 4 quarterly billings plus 4 delinquent notice billings. Direct Marketing Solutions had done the billings for 2022 and had done a great job and took care of all the mailings. Mrs. Harrison requested an amount not to exceed \$5,500 from account #501-52-5338 Contractual Services to be paid in 2023.

**MOTION: TO APPROVE THE EXPENDITURE.**

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

**Authorize 2023 Annual Expenditure for Postage for Water Bills**

Mrs. Harrison said this was to pay the U.S. Postmaster of Kent for postage for the 4 quarterly water billings, the 4 quarterly delinquent notice billings, and also the postage due account. She requested an amount not to exceed \$14,500 from account #501-52-5532 Postage to be paid throughout 2023. This amount should cover any postal rate increase that may occur in 2023.

**MOTION: TO APPROVE THE EXPENDITURE.**

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

**Approve Purchase of Jackhammer for Bobcat Excavator**

Bill Miller said this was for a jackhammer for the new Bobcat machine. The jackhammer for the old New Holland machine actually broke and it would cost more to repair it than to buy a new one. With the 2023 budget Bill Miller hoped to buy a new Bobcat for the Water Department and trade in the New Holland machine because it was old. All these attachments would be universal on the excavators. This \$9,716 purchase would come from account #401-51-5745 Equipment.

**MOTION: TO APPROVE THE EXPENDITURE.**

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

**MOTION: TO ADD AN ITEM FOR TRUCK EMISSIONS UPGRADE TO TODAY'S AGENDA.**

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

**Emissions Upgrade for Truck #910 REVISION**

Bill Miller said this had been approved at the November 9, 2022 Board of Control Meeting for \$9,000, but now the cost had increased to \$13,000 because another piece on the emissions system went bad and Valley Freightliner did not have the piece. Rush Truck Center did have it, so the Board needed to approve a payment to this new vendor not to exceed \$13,000.

**MOTION: TO APPROVE THE EXPENDITURE WITH THE ADDITIONAL VENDOR.**

Moved by Mr. Beni, seconded by Matt Miller. 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 9:44 a.m.

ATTEST:

APPROVED:

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Caroline L. Kremer, Clerk of Council

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Glenn M. Broska, Mayor