

Minutes of the Finance Committee of Stow City Council Meeting held on Thursday, January 13, 2022 at 6:49 p.m.

Any members of the public wishing to have a public comment read at a standing committee or Council meeting must provide their name, address, and comment in writing to the Clerk of Council no later than 3 P.M. the day of the meeting. Comments may be delivered in person, by mail or emailed to clerkofcouncil@stow.oh.us. Any written public comments will be read by the Clerk of Council or another appropriate meeting participant during the requested meeting.

Public comments must come directly from the person requesting the comment to be read and cannot be compiled or vetted by a third-party representative. Any public comments requested to be read shall provide their name and address for the record and shall be read in the same reasonable time permitted to those speaking in person. Any public comments submitted by persons other than the indicated (signed) party will not be read.

Committee Members Present: Harrison, McIntire, Feldman, and Fiocca

Committee Members Absent: None

Other Council Members Present: Lowdermilk and Licata (WARD 1 vacant)

City Officials Present: Mayor Pribonic, Chief of Staff/Service Director Wren, Finance Director Costello, Police Chief Film, Fire Chief Stone, City Engineer McCleary, Law Director Syx, Planning Director Leppo, Parks & Recreation Director Nahrstedt, Deputy Clerk of Council Mottram and Clerk of Council Villers.

Press Representatives: None

Call to Order

Chairman Harrison called the meeting to order.

Approval of Minutes

Motion made by Harrison seconded by McIntire for approval of Minutes of the Finance Committee Meeting of December 7, 2021. Vote – Yeas: Harrison, McIntire, Feldman, and Fiocca. Nays: None. Motion carried unanimously. Mrs. Harrison noted two typos on Page 2 and requested Clerk Villers correct minutes.

Motion made by Fiocca seconded by Feldman for approval of Minutes of the Finance Committee Meeting of December 16, 2021. Vote – Yeas: Harrison, McIntire, Feldman, and Fiocca. Nays: None. Motion carried unanimously.

Budget/Financial Reports

Mr. Costello had nothing to report. He noted that 2021 should be closed out by the end of the following week. Mr. McIntire stated that the final ruling for use of the AAPRA funds were received by the City.

Mrs. Harrison rearranged the agenda this evening. The minutes were typed according to the agenda.

Business Item(s)

T-135 AN ORDINANCE AMENDING CHAPTER 173, C.O.S., ENTITLED “BOARD OF CONTROL,” IN ORDER TO UPDATE SECTION 173.06 “AUTHORIZATION OF EXPENDITURES; BIDS REQUIRED” AND SECTION 173.10 “STATE BIDDING PURCHASE” THEREOF, GOVERNING PURCHASES FOR THE CITY OF STOW.

(Held FC: 11/11/21, 12/1/21, 12/16/21, 1/13/22)

Mrs. Harrison held this item in Committee.

T-205 AN ORDINANCE AUTHORIZING THE MAYOR TO MAKE AND ENTER INTO A CONTRACT WITH FEDERAL EXPRESS CORPORATION a.k.a. FEDEX CORPORATION, WITHOUT THE NECESSITY OF PUBLIC BIDS, TO PURCHASE POSTAGE FOR STOW CLERK OF COURTS OFFICES FOR THE CALENDAR YEAR **2022**, AND DECLARING AN EMERGENCY.

Mr. Wren stated that Federal Express is the Sole Source for this purchase because it has the ability to link with the software used by the Clerk's office. This process has proven to be very reliable. Using this vendor eliminates two software service contracts previously used with Pitney Bowes. He shared that this is a pass through expense for civil cases and are recouped.

Motion made by Fiocca seconded by McIntire to forward to this evening's Regular Council and assign an Ordinance number to T-205. Vote – Yeas: Harrison, McIntire, Feldman, and Fiocca. Nays: None. Motion carried unanimously.

T-206 AN ORDINANCE AUTHORIZING THE MAYOR TO MAKE AND ENTER INTO A CONTRACT WITH DEERE AND COMPANY, PROCESSED BY REVELS TURF AND TRACTOR, LLC, A STATE OF OHIO BID LIST VENDOR, FOR THE PURCHASE OF A JOHN DEERE GATOR AND CARGO BOX NEEDED TO MAINTAIN FOX DEN GOLF COURSE, WITHOUT THE NECESSITY OF PUBLIC BID, AND DECLARING AN EMERGENCY.

Mr. Wren requested legislation authorizing the expenditure of up to \$28,611.72 to Deere & Company, for the purchase of John Deere equipment needed to maintain Fox Den Golf Course. Revels Turf and Tractor Co is an approved State of Ohio Dealer for John Deere equipment. The way this contract works is that the purchase order and payment are made out to Deere & Company and given to the dealer for processing. This purchase includes a 2020A ProGator and a cargo box.

Motion made by Fiocca seconded by McIntire to forward to this evening's Regular Council and assign an Ordinance number to T-206. Vote – Yeas: Harrison, McIntire, Feldman, and Fiocca. Nays: None. Motion carried unanimously.

T-207 AN ORDINANCE AUTHORIZING AN EXPENDITURE FOR THE PURCHASE OF FUEL FOR VARIOUS DEPARTMENTS IN THE CITY FROM C.U.E. VENDOR, PORTS PETROLEUM COMPANY, INC. AND DECLARING AN EMERGENCY.

Mr. Wren requested legislation authorizing the expenditure of up to \$100,000.00 for Diesel and \$170,000.00 for unleaded fuel to Ports Petroleum; a CUE awarded vendor, for the purchase of fuel for various departments in the city. Ports Petroleum is an approved CUE (Community, Education, and University) Vendor for fuel.

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Motion made by Fiocca seconded by McIntire to forward to this evening's Regular Council and assign an Ordinance number to T-207. Vote – Yeas: Harrison, McIntire, Feldman, and Fiocca. Nays: None. Motion carried unanimously.

T-208 AN ORDINANCE AUTHORIZING THE MAYOR TO MAKE AND ENTER INTO A CONTRACT WITH RANDALL RICHARD & MOORE, LLC, SOLE SOURCE PROVIDE, FOR THE PURCHASE OF A REFURBISHED TORO 11-BLADE DPA CU 3150 APPROACH MOWER, NEEDED TO MOW AND MAINTAIN FOX DEN GOLF COURSE, WITHOUT THE NECESSITY OF PUBLIC BIDS, AND DECLARING AN EMERGENCY.

Mr. Wren requested legislation authorizing the expenditure of up to \$30,490.00 to Randall Richard & Moore LLC. Cutter Equipment has a refurbished (Refresh) Approach mower, Toro 11-Blad 3150 available that fits our need to mow and maintain Fox Den Golf Course.

Motion made by Fiocca seconded by McIntire to forward to this evening's Regular Council and assign an Ordinance number to T-208. Vote – Yeas: Harrison, McIntire, Feldman, and Fiocca. Nays: None. Motion carried unanimously.

T-209 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH PATTY'S BUSY BEES CLEANING SERVICE AND AUTHORIZING EXPENDITURES FOR THE PURCHASE OF CLEANING SERVICES FOR THE CITY OF STOW SERVICE BUILDING FOR THE CALENDAR YEAR 2022, AND DECLARING AN EMERGENCY.

Mr. Wren requested legislation be prepared authorizing the expenditure of up to \$22,200.00 to Patricia Mitchell for the cleaning of the Service Building for calendar year 2022. Patricia Mitchell is a month-to-month contractor that we used sporadically before COVID. Prior to using Busy Bee we used a Temp Agency but the quality of work was not worth what we were paying. We actually hired an employee to replace the Temp Agency but because of a retirement, she bid out of that job into another. Using Busy Bee is much more cost effective than hiring an employee once you add in all the ancillary costs. While we started using her for COVID deep cleaning, she has proven to be a dependable/reliable solution. Not only do we continue to need the deep cleaning for COVID, we will also need the general cleaning after COVID is under control.

Motion made by Fiocca seconded by McIntire to forward to this evening's Regular Council and assign an Ordinance number to T-209. Vote – Yeas: Harrison, McIntire, Feldman, and Fiocca. Nays: None. Motion carried unanimously.

T-210 AN ORDINANCE AUTHORIZING THE MAYOR TO MAKE AND ENTER INTO A 2022 CONTRACT WITH THE STATE OF OHIO, AUDITOR OF STATE, FOR PURPOSES OF PROVIDING AUDIT SERVICES FOR THE CALENDAR YEAR 2021, WITHOUT THE NECESSITY OF PUBLIC BIDS, AND DECLARING AN EMERGENCY.

Mr. Costello requested approval to enter into a contract with the State of Ohio, Auditor of State, for purposes of providing audit services for the calendar year 2021. Mr. Costello requested Finance Committee authorization for up to \$50,000 for the State of Ohio, Auditor of State to provide the auditing services in 2022 for year ending 2021.

Motion made by McIntire seconded by Fiocca to forward to this evening's Regular Council and assign an Ordinance number to T-210. Vote – Yeas: Harrison, McIntire, Feldman, and Fiocca. Nays: None. Motion carried unanimously.

T-211 AN ORDINANCE AUTHORIZING THE MAYOR TO MAKE AND ENTER INTO A CONTRACT WITH CELLCO PARTNERSHIP DBA VERIZON WIRELESS, FOR PURCHASE OF CELLULAR TELEPHONE AND WIRELESS DATA ACCESS SERVICES FOR THE CALENDAR YEAR **2022**, AND DECLARING AN EMERGENCY.

Mr. Wren requested legislation be prepared authorizing the expenditure of up to \$75,300.00 for cellular/data service from Cellco Partnership DBA Verizon Wireless for the calendar year of 2022.

Previously we've had two different pieces of legislation, one for cellular and one for wireless access service. This year we are trying to combine the services because that's how the billing comes in. Midway through the year, Verizon combined the two sub-accounts and it hasn't caused any problems so far.

We previously conducted an apples-to-apples informal bidding process with the three big companies: Sprint, Verizon and AT&T, with Sprint coming in the lowest of the three. Sprint has had continuing problems providing reliable service to the outlying fire stations and other areas inside the City limits. This forced us to rebid this and test the areas that we were having reception problems. Not only did Cellco Partnership come in with the low quote of the 3 biggest companies, they also seem to have very good reception. They supply 3 different styles of phones at no cost with upgrades every 10 months. Currently there are approximately 82 phones and 76 data devices used throughout the City in various departments.

Motion made by Harrison seconded by Feldman to forward to this evening's Regular Council and assign an Ordinance number to T-211. Vote – Yeas: Harrison, McIntire, Feldman, and Fiocca. Nays: None. Motion carried unanimously.

T-212 A RESOLUTION AUTHORIZING AND REQUESTING THE ADVANCEMENT OF LOCAL TAXES FROM THE SUMMIT COUNTY FISCAL OFFICER FOR THE TAX YEAR **2021** PAYABLE IN **2022** IN ACCORDANCE WITH O.R.C. SECTION 321.34, AND DECLARING AN EMERGENCY.

Motion made by Harrison seconded by Feldman to forward to this evening's Regular Council and assign an Ordinance number to T-212. Vote – Yeas: Harrison, McIntire, Feldman, and Fiocca. Nays: None. Motion carried unanimously.

REMONSTRACNE PERIOD

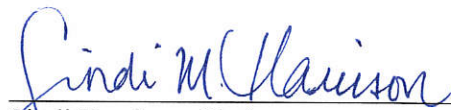
None.

Adjournment

Motion made by Harrison seconded by Fiocca to adjourn. Vote – Yeas: Harrison, McIntire, Feldman, and Fiocca. Nays: None. Motion carried unanimously.

The meeting adjourned at 6:57 p.m.

Lorree Villers, Clerk of Council



Sindi Harrison, Chairman

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Minutes prepared by:



Sonya Mottram, Deputy Clerk of Council