

Minutes of the Finance Committee of Stow City Council Meeting held on Thursday, February 24, 2022 at 6:16 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: McIntire, Feldman, Harrison, Riehl

Committee Members Absent: None

Other Council Members Present: Fiocca, Lowdermilk, Licate

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, Information Director Paxton, 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 McIntire seconded by Feldman for approval of Minutes of the Finance Committee Meeting of February 10, 2022. Vote – Yeas: McIntire, Feldman, Harrison, Riehl. Nays: None. Motion carried unanimously.

**Budget/Financial Reports**

Mr. Costello reported the Billing of Listing was distributed for 2.3 million. He stated that auditors are on site. Tax revenue was projected slightly ahead of last three years.

*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, 1/27/22)

T-135 has remained in Committee since November 2021. On February 10, 2022, it was determined T-135 would continue to remain in Committee for further discussion. This evening Mrs. Harrison withdrew T-135.

T-218 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH SOUTHEASTERN EQUIPMENT CO, INC., AND AUTHORIZING EXPENDITURES FOR THE PURCHASE OF A 20-TON EQUIPMENT TRAILER, FOR USE BY THE WATER DEPARTMENT, WITHOUT THE NECESSITY OF PUBLIC BIDS, AND DECLARING AN EMERGENCY.

On January 27, 2022, T-218 remained in Committee and would be amended at a future meeting. This evening Mrs. Harrison withdrew T-218 at the administration’s request.

T-236 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH THE VILLAGE OF SILVER LAKE FOR STORM WATER IMPROVEMENTS ON ENGLEWOOD ROAD LOCATED IN BOTH THE CITY OF STOW AND THE VILLAGE OF SILVER LAKE; AND AUTHORIZING EXPENDITURES THEREFOR.

On February 10, 2022, Mr. Jones stated that The Village of Silver Lake had contracted to complete roadway, drainage and water distribution improvements on Englewood Road. A small portion of the project included upgrading and extending the storm sewer at the south end of Englewood Road on the east side of the road. The new system would improve drainage and flooding issue to Silver Lake and Stow residents. Stow had agreed to support this portion of work with the City's Storm Water Utility Fee approved in the 2022 Budget. The Village of Silver Lake would be responsible for the maintenance of the storm sewer system within Silver Lake and the City of Stow would be responsible for the maintenance of the storm sewer system in the City of Stow. T-236 authorized the Mayor to enter into an agreement with the Village of Silver Lake for up to \$200,000 for Storm Water Improvement on Englewood Road.

Mr. McCleary provided an updated of the project status. Mrs. Syx provided an updated regarding the status of the sidewalk project which is a separate process, but was included in the project. The City of Silver Lake has responded to the City of Stow’s MOU. Mrs. Syx will respond to Silver Lake before the petition will be delivered to residents.

Mrs. Harrison noted T-236 would remain in Committee for further discussion.

T-243 AN ORDINANCE DIRECTING THE CLERK OF COUNCIL TO CAUSE A SPECIAL ASSESSMENT TO BE PLACED ON THE PROPERTY TAX LIST WITH THE SUMMIT COUNTY FISCAL OFFICER FOR REAL PROPERTY LOCATED AT VARIOUS LOCATIONS BECAUSE THE

CITY OF STOW, AT ITS EXPENSE, RAZED ONE OR MORE DANGEROUS BUILDINGS ON SAID PROPERTY, AND DECLARING AN EMERGENCY.

For reference:

WHEREAS, Chapter 1311, C.O.S., entitled “Dangerous Buildings,” authorizes the City to raze any structure that the Building Official deems a dangerous building when the property owner fails to comply with the notice to raze the structure; and

WHEREAS, the City of Stow has caused the razing of dangerous buildings at various locations and must be reimbursed for that cost; and

WHEREAS, §1311.09, C.O.S., authorizes Council, with the assistance of the Finance Director, to certify the costs of razing to the Clerk of Council, who shall certify the costs to the County Auditor.

The properties in Stow to be placed on Summit County Fiscal Officer’s Special Assessment List for the year 2022 were as follows: 2290 Wickley, P.P# 56-04832 in the amount of \$29,800 and 3636 Sanford, P.P# 56-18358 in the amount of \$11,140. Mrs. Syx summarized the logistics for the process to assess the property. The next step will be to invoice the property owners. If the property owners do not pay within thirty days, she would file for an assessment.

Motion made by McIntire seconded by Riehl to forward to this evening’s Regular Council Meeting. Vote – Yeas: Harrison, McIntire, Feldman, Riehl. Nays: None. Motion carried unanimously.

T-244 AN ORDINANCE AUTHORIZING THE MAYOR TO MAKE AND ENTER INTO A CONTRACT WITH TAYLOR OSWALD, LLC, A PROFESSIONAL SERVICES PROVIDER, FOR BROKERAGE, PLANNING AND SUPPORT SERVICES TO UPDATE AND REVAMP CITY EMPLOYEE HEALTH BENEFIT OFFERINGS, FOR UP TO A THREE-YEAR PERIOD, WITHOUT THE NECESSITY OF PUBLIC BIDS, AND DECLARING AN EMERGENCY.

Mr. Wren explained the contract for up to three years and Taylor Oswald, LLC was a professional services provider, for brokerage, planning and support services to update and revamp the health benefits offered to City employees. Since the purchase was exempt from public bidding per §173.07(a)(1)B and §173.07(b)(1)D and since the expenditure was over \$20,000 it required legislative approval. Taylor Oswald will provide the following under the terms of this contract: Claims Data Analysis, On-going Employee Communication, Union Engagement, Compliance Support, Health Management Design and Support, Pre-renewal and Renewal Planning and Enrollment Support.

Representatives from Taylor Oswald were available to answer questions. A summary of services was presented. Mrs. Harrison asked if the City had ever contracted out these services. Mr. Wren answered that it had not been done in his time with the City and he would like better on-boarding for new employees. Mr. McIntire asked information regarding the terms of the contract. Mr. Costello stated that the Finance Department supported the HR initiative but had requested a one year term with renewals. Other members asked questions regarding the benefit of the services.

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Motion made by McIntire seconded by Riehl to forward to this evening's Regular Council Meeting. Vote – Yeas: Harrison, McIntire, Feldman, Riehl. Nays: None. Motion carried unanimously.

T-245 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH CIVICPLUS, LLC, A PROFESSIONAL SERVICES PROVIDER, AND AUTHORIZING EXPENDITURES FOR THE PURCHASE OF WEBSITE DESIGN AND HOSTING, AND CITY-WIDE EMERGENCY COMMUNICATION SERVICES, WITHOUT THE NECESSITY OF PUBLIC BIDS, AND DECLARING AN EMERGENCY

Mr. Wren requested authorization to purchase professional services to redesign and host the City's website and to obtain City-wide emergency communications services from CivicPlus, LLC. The current website and City-wide communication services were out of date and presented challenges when residents attempt to use them and when the Administration needs to do updates. The expenditure would allow better access for residents to use, Administration updates, the City of Stow website, and resolve City-wide emergency communication issues. CivicEngage would address the following new website package, design, hosting security and notification systems. CivicReady was the emergency mass notification system, alerts via email/text/voice/social media/app. The expenditure was exempt from public bidding requirements per §173.07(a)(1)B and §173.07(b)(1)D and since the expenditure is over \$20,000.00 it required legislative approval.

Ms. Nahrstedt presented to City Council information regarding the CivicEngage and CivicReady programs. CivicReady program could be available in approximately 8 weeks. The CivicEngage program will take approximately 8 months as it would be a total redesign of the City's website. CivicEngage would allow residents to create an account to allow notifications that would be useful for each user.

Council members asked several questions regarding the programs. Mrs. Harrison asked if the program was compatible with other software programs. Mrs. Nahrstedt shared that the Clerk of Council and Law office were evaluating other software programs for their needs. Many products will work within the CivicEngage website seamlessly.

Motion made by Harrison seconded by McIntire to forward to this evening's Regular Council Meeting. Vote – Yeas: Harrison, McIntire, Feldman, Riehl. Nays: None. Motion carried unanimously.

T-246 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH CLEVELAND FREIGHTLINER, INC., A STATE-AWARDED VENDOR, AND AUTHORIZING EXPENDITURES FOR THE PURCHASE OF A 2022 FREIGHTLINER M2 106 TANDEM CAB AND CHASSIS FOR THE STREET DEPARTMENT, WITHOUT THE NECESSITY OF PUBLIC BIDS, AND DECLARING AN EMERGENCY.

Mr. Wren requested authorization for the purchase of a 2022 Freightliner M2 106 Tandem Cab and Chassis for use by the Street Department and would replace the 2002 dump truck. The purchase was exempt from public bidding per §173.07(a)(1)F and §173.07(b)(1)C and since the expenditure was over \$20,000 it required legislative approval. Mr. Brooker's memo reflected an expenditure of up to \$102,670 for the

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purchase of a Freightliner M2 106 Tandem Axle Cab and Chassis to be used by the Street Department. This vehicle would be replacing V338, a 2002 International 4400 SBA 4x2 dump truck.

Motion made by McIntire seconded by Riehl to forward to this evening's Regular Council Meeting. Vote – Yeas: Harrison, McIntire, Feldman, Riehl. Nays: None. Motion carried unanimously.

Motion made by McIntire seconded by Feldman to add T-251, Klagen Ford Lincoln, Inc. to this evening's Finance Committee Meeting. Vote – Yeas: Harrison, McIntire, Feldman, Riehl. Nays: None. Motion carried unanimously.

T-251 AN ORDINANCE AUTHORIZING AN EXPENDITURE FOR THE PURCHASE OF A 2022 FORD F150 SUPERCREW 4WD TRUCK FROM VENDOR, KLABEN FORD LINCOLN, INC., FOR USE BY THE POLICE DEPARTMENT, WITHOUT THE NECESSITY OF PUBLIC BIDS, AND DECLARING AN EMERGENCY.

Chief Film requested legislation to authorize the expenditure of up to \$46,044.30 to Klagen Ford for the purchase of a 2022 Ford F150 SuperCrew 4WD truck to be used by the Police Department.

This vehicle replaces V#604 which was a 2021 F150 4WD Supercrew which was recently totaled in an accident. Once we receive the insurance settlement, the cash outlay for this vehicle will be approximately \$500.00.

Motion made by Harrison seconded by Riehl to forward to this evening's Regular Council Meeting. Vote – Yeas: Harrison, McIntire, Feldman, Riehl. Nays: None. Motion carried unanimously.

**REMONSTRACNE PERIOD**

Kevin Clark, 2291 E. Gilwood Dr. shared his recent diagnose with skin cancer. He suggested sun shade structures in the City parks.

**Adjournment**

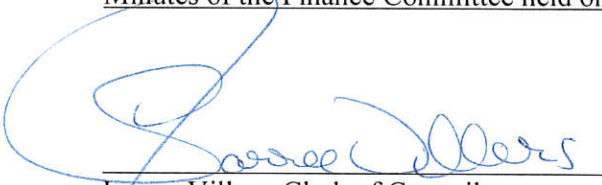
Motion made by Harrison seconded by Feldman to move the Roads and Safety Committee meeting to March 10, 2022. Vote – Yeas: Harrison, McIntire, Feldman, Riehl. Nays: None. Motion carried unanimously.

Lowdermilk requested to move the Public Improvements Meeting to New Business at the Regular Council Meeting.

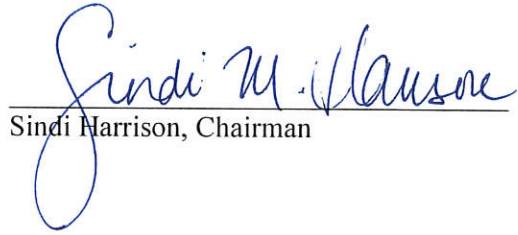
Motion made by Harrison seconded by Riehl to adjourn. Vote – Yeas: Harrison, McIntire, Feldman, Riehl. Nays: None. Motion carried unanimously.

The meeting adjourned at 7:15 p.m.

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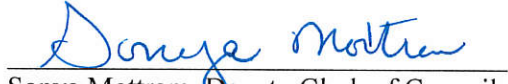


Lorree Villers, Clerk of Council



Sindi Harrison, Chairman

Minutes prepared by:



Sonya Mottram, Deputy Clerk of Council