

Minutes of the Finance Committee of Stow City Council Meeting held on Thursday, April 28, 2022 at 6:05 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, Finance Director Costello, Deputy Chief of Staff/Service Director Brooker, Fire Chief Stone, Police Chief Film, Law Director Syx, City Engineer McCleary, Deputy Clerk 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 April 14, 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 \$1.7 million. He stated that the City has processed about 47% of tax returns. State Auditor report was expected to be completed by June.

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

Business Item(s)

T-275 Trumbull Industries – Pre-Order Materials – Elmwood, Elm & Edgewood

AN ORDINANCE AUTHORIZING EXPENDITURES FOR THE PURCHASE OF PRE-ORDER MATERIALS FOR ELMWOOD AVE., ELM RD. AND EDGEWOOD DR., FROM TRUMBULL INDUSTRIES, INC., FOR A PORTION OF THE 2022 WATERLINE IMPROVEMENT PROJECTS, AND DECLARING AN EMERGENCY.

Mr. Brooker requested non-bid legislation to authorize the expenditure of up to \$312,904.24 to Trumbull Industries Inc. for the purchase of a materials for the previously approved 2022 Waterline Projects listed in 2022-37.

An informal bid was done using a list of materials needed to begin those projects. Trumbull Industries was the lowest most responsible and responsive bidder. It should also be noted that Trumbull Industries was an awarded Material Bid vendor but this came to Council because not everything was covered on the Material Bid list.

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

T-276 Kaffenbarger Truck Equipment Company – Body & Plow – V609 & V611

AN ORDINANCE AUTHORIZING EXPENDITURES FOR THE PURCHASE OF TWO BODY AND PLOW PACKAGES, FOR V609 AND V611, FROM KAFFENBARGER TRUCK EQUIPMENT CO., FOR USE BY THE STREET AND WATER DEPARTMENTS, WITHOUT THE NECESSITY OF PUBLIC BIDS, AND DECLARING AN EMERGENCY.

Mr. Brooker requested authorization for the expenditure of \$38,131.50 with Kaffenbarger Truck Equipment Company for the purchase of a body and plow for V609 and V611.

Mr. Brooker listed this as a Sole Source because of the supply chain issues. This was the only product available.

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

T-277 Kaffenbarger Truck Equipment Company – Body, Salt & Plow Package

AN ORDINANCE AUTHORIZING EXPENDITURES FOR THE PURCHASE OF A BODY, SALT AND PLOW PACKAGE, FOR A NEW 2022 CHEVORLET 3500 HD TRUCK, FROM KAFFENBARGER TRUCK EQUIPMENT CO., FOR USE BY THE BUILDING MAINTENANCE DEPARTMENT, WITHOUT THE NECESSITY OF PUBLIC BIDS, AND DECLARING AN EMERGENCY.

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Mr. Brooker requested authorization for the expenditure of \$26,085.00 with Kaffenbarger Truck Equipment Company for the purchase of a body, salt and plow package for the new Building Maintenance truck from Sarchione Chevrolet. It was listed this as a Sole Source because of the supply chain issues. This was the only product available.

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

T-278 Ganley Chevrolet Aurora – (1) 2023 Tahoe / (3) 2022 2500 Chevrolet Double Cabs & (1) Chevrolet 1500HD

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH GANLEY CHEVROLET OF AURORA, LLC, A STATE OF OHIO VENDOR, AND AUTHORIZING EXPENDITURES FOR THE PURCHASE OF A 2023 CHEVROLET TAHOE SUV, THREE 2022 CHEVROLET 2500HD DOUBLE CAB TRUCKS AND A 2023 1500HD TRUCK FOR THE BUILDING MAINTENANCE DEPARTMENT, WATER DEPARTMENT AND BUILDING DEPARTMENT, WITHOUT THE NECESSITY OF PUBLIC BIDS, AND DECLARING AN EMERGENCY.

Mr. Brooker requested non-bid legislation to authorize the expenditure of up to \$234,275.00 to Ganley Chevrolet for the purchase of five vehicles to be used by the Building maintenance, Water and Building Inspection Department.

Supply line issues were still a problem, we were fortunate to find these. Since the State of Ohio was not offering State Bid pricing at this time, the manufactures offered concessions to government entities. These vehicles were all part of the Capital Budget.

Mr. McIntire asked which departments would be using the purchased vehicles. Mr. Brooker provided the information of departments and which department the vehicle being replaced would go to.

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

T-279 Sarchione Chevrolet – 2022 Chevrolet 3500HD Cab & Chassis

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH SARCHIONE CHEVROLET, INC., A STATE OF OHIO VENDOR, AND AUTHORIZING EXPENDITURES FOR THE PURCHASE OF A 2022 CHEVROLET 3500HD CAB AND CHASSIS FOR THE BUILDING MAINTENANCE DEPARTMENT, WITHOUT THE NECESSITY OF PUBLIC BIDS, AND DECLARING AN EMERGENCY.

Mr. Brooker requested non-bid legislation to authorize the expenditure of up to \$50,790.50 to Sarchione Chevrolet Inc. for the purchase of a 2022 Chevrolet 3500HD Cab & Chassis to be used by the Building Maintenance Department. This was a vehicle cut from the 2021 order.

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Supply line issues were a problem, we were fortunate to find this. Since the State of Ohio was not offering State Bid pricing at this time, the manufacturers are offering concessions to government entities. This was part of the Capital Budget.

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

T-280 Burgess & Niple – District 23 Storm Water Drainage Improvement Study

AN ORDINANCE AUTHORIZING THE MAYOR TO MAKE AND ENTER INTO A PROFESSIONAL SERVICES CONTRACT WITH BURGESS & NIPL, INC. FOR A STORM WATER DISTRICT 23 DRAINAGE IMPROVEMENT STUDY, AND DECLARING AN EMERGENCY.

Mr. McCleary requested legislation to authorize the Mayor to enter into a professional services agreement in the amount of \$35,000.00 with Burgess & Niple for design services. Burgess & Niple proposed to provide the City with professional engineering services to evaluate the existing drainage system in the northern section of District 23, identify potential issues, and recommend improvement which will be summarized in a drainage study report. District 23 is North of Richie Rd.

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-281 Kastner, Westman & Wilkins LLC – Outside Legal Counsel

AN ORDINANCE AUTHORIZING AN EXPENDITURE TO RETAIN KASTNER, WESTMAN & WILKINS, LLC TO ASSIST THE ADMINISTRATION WITH LABOR CONTRACTS AND RELATED MATTERS, TO EXPAND SUCH ASSISTANCE TO ALSO INCLUDE HUMAN RESOURCES AND PERSONNEL MATTERS AND DECLARING AN EMERGENCY.

Mr. Brooker requested authorization for the expenditure of up to \$100,000.00 to retain Kastner, Westman & Wilkins LLC as outside legal counsel to assist the City with labor contracts and human resources matters. Kastner, Westman & Wilkins has very ably assisted the City in the past with labor relations matters as well as many complex personnel issues and disputes. This firm was an important and effective legal resource for the administration.

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

MOTIONS:

Hire – Firefighter – Fire Department

Chief Stone stated that due to the pending retirement of a firefighter later this year, the Fire Department requested permission to hire one firefighter to fill this vacancy. The Fire Department was currently offering an entrance exam and would like to have the new hire oriented and ready to replace the retiring member prior to his departure. This hiring will allow us to continue to operate at the lowest possible overtime expenditure.

Motion made by Riehl seconded by Feldman to hire one firefighter in the Fire Department. Vote – Yeas: Harrison, McIntire, Feldman, Riehl. Nays: None. Motion carried unanimously.

Brightly Software – Annual Maintenance – Work Order Program

Mr. Brooker requested Finance Committee approval to authorize the expenditure up to \$16,280.65 to Brightly Software Inc. for annual maintenance for work order program (Facility Dude Solutions) used by various departments throughout the city for internal and external communication of things needing attention. Mr. Harrison asked if the software would be replaced with other software the City was purchasing or if the software would need to be upgraded. Mr. Brooker stated that it has been a good software for the Service Department's needs.

Motion made by Riehl seconded by McIntire to approve the purchase of Brightly Software. Vote – Yeas: Harrison, McIntire, Feldman, Riehl. Nays: None. Motion carried unanimously.

Jilek Roofing, Inc. – Materials and Installation – Adell Durbin

Mr. Brooker requested Finance Committee approval to authorize the expenditure up to \$18,600.00 to Jilek Roofing Inc. for materials and installation of new roof at Adell Durbin restroom facility. An informal bid on conducted with Jilek being the lowest responsive and responsible bidder.

Motion made by Harrison seconded by McIntire to approve the purchase of roof material and installation to Jilek Roofing. Vote – Yeas: Harrison, McIntire, Feldman, Riehl. Nays: None. Motion carried unanimously.

REMONSTRACNE PERIOD

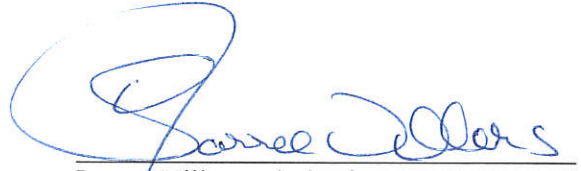
None.

Adjournment

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

The meeting adjourned at 6:26 p.m.

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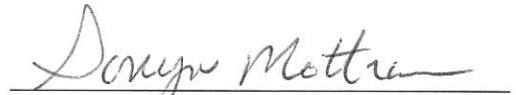


Lorree Villers, Clerk of Council



Sindi Harrison, Chairman

Minutes prepared by:



Sonya Mottram, Deputy Clerk of Council