

Minutes of the Finance Committee of Stow City Council Meeting held on Thursday, May 12, 2022 at 6:48 p.m.

Committee Members Present: Feldman, Harrison, Riehl  
Committee Members Absent: McIntire  
Other Council Members Present: Lowdermilk, Licate  
City Officials Present: Mayor Pribonic (left at 6:53 PM), Chief of Staff/Service Director Wren, Finance Director Costello, Law Director Syx, Police Chief Film, Planning Director Leppo, Deputy Director of Planning Cowan, 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 Riehl seconded by Feldman for approval of Minutes of the Finance Committee Meeting of April 28, 2022. Vote – Yeas: Feldman, Harrison, Riehl. Nays: None. Motion carried unanimously.

**Budget/Financial Reports**

Mr. Costello reported the Billing of Listing was distributed for \$2.6 million. He shared that the Finance Department was in the process of hiring a Payroll Specialist. He requested an Executive Session for the meeting on May 26<sup>th</sup> to fill the Payroll Specialist position.

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

**Business Item(s)**

T-286 K Company – VAV Controllers & Software upgrades Automation System – Court  
AN ORDINANCE AUTHORIZING THE MAYOR TO MAKE AND ENTER INTO A CONTRACT WITH THE K COMPANY, INCORPORATED, AND AUTHORIZING EXPENDITURES FOR THE PURCHASE OF THREE VAV CONTROLLERS AND SOFTWARE UPGRADE FOR AUTOMATION SYSTEM, FOR USE AT STOW MUNICIPAL COURTHOUSE, WITHOUT THE NECESSITY OF PUBLIC BIDS.

Mr. Wren requested legislation to authorize the expenditure of up to \$24,218.00 to K Company Inc. for the purchase of three VAV controllers and software upgrade for automation system at the Courthouse.

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Replace VAV controllers: install three new controllers with actuators and airflow filters. Program and configure new controllers and calibrate new VAV sensors.

Software Upgrade: new Compass software, new firmware/ROC for existing Alerton devices for security updates/upgrades. Program and configure alarms and train on new software.

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

T-287 Amend #2021-192 – ZoneCo, LLC – Zoning Code Diagnostic Report

AN ORDINANCE AMENDING ORDINANCE NO. 2021-192 AUTHORIZING THE MAYOR TO MAKE AND ENTER INTO A CONTRACT WITH ZONECO, LLC., TO PROVIDE PROFESSIONAL SERVICES TO REVIEW AND -ANALYZE THE CITY OF STOW'S ZONING CODE AND PROVIDE A ZONING DIAGNOSTIC REPORT AND A SUSTAINABILITY REPORT, WITHOUT THE NECESSITY OF PUBLIC BIDS, TO INCREASE SAID EXPENDITURE; AND AUTHORIZING THE FINANCE DIRECTOR TO APPROPRIATE, ENCUMBER AND PAY FUNDS FOR SAID SERVICES AS SET FORTH HEREIN.

Mr. Leppo requested legislation to amend Ord. 2021-192 by increasing the authorization to expend funds from \$24,000 to \$30,500 (\$6,500) to ZoneCo for an updated scope relating to the Zoning Diagnostic Report. Due to the significance of the topic and the amount of information contained in ZoneCo's findings, the administration would be proposing a presentation directly from ZoneCo be provided to Planning Commission and Council. Additional work in a condensed findings summary and additional travel would be required to present this information.

Mr. Leppo stated that after further discussion, he would request one special meeting for City Council and Planning Commission for the presentation. Mr. Leppo stated that requested increase would of \$3,800 instead of \$6,500. Mrs. Harrison stated that the new amount with the increase would be \$27,800.

Motion made by Harrison seconded my Riehl to amend the Ordinance to \$27,800. Vote – Yeas: Harrison, Feldman, Riehl. Nays: None. Motion carried unanimously.

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

T-288 Senuta Peter W dba (Summit Tree & Landscape) Ground Clearing – 2861 Call Road

AN ORDINANCE AUTHORIZING THE MAYOR TO MAKE AND ENTER INTO A CONTRACT WITH SUMMIT TREE & LANDSCAPE AND AUTHORIZING EXPENDITURES

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FOR THE PURCHASE OF GROUND-CLEARING SERVICES AT 2861 CALL ROAD, STOW, OHIO, WITHOUT THE NECESSITY OF PUBLIC BIDS.

Mr. Wren requested legislation to authorize the expenditure of up to \$38,500.00 to Peter W Senuta dba Summit Tree & Landscape for the ground clearing at 2861 Call Road. Scope of this project would be to cut, chip, mow & stump grind approximately 10 acres and remove wood and chips.

Mrs. Harrison requested what areas would be cleared because some residents were concerned with current buffers. Mr. Wren explained which areas would be cleared. Concerns for wetness of the property at the corner of Young Rd. and Call Rd. were discussed.

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

**MOTIONS:**

MARS Electric Company – SKiP additional lighting & overflow parking area

Mr. Wren requested Finance Committee approval to authorize the expenditure up to \$17,382.20 to Mars Electric Company for three additional lights for SKIP and four lights for the SKIP overflow parking area.

Motion made by Harrison seconded by Riehl to approve expenditure to Mars Electric Company. Vote – Yeas: Harrison, Feldman, Riehl. Nays: None. Motion carried unanimously.

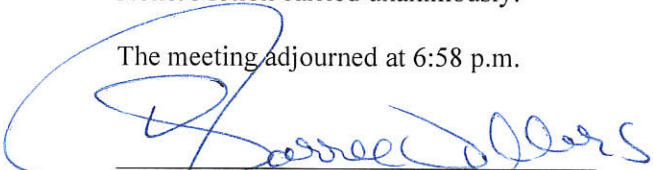
**REMONSTRACNE PERIOD**

None.

**Adjournment**

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

The meeting adjourned at 6:58 p.m.

  
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Lorree Villers, Clerk of Council

  
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Sindi Harrison, Chairman

Minutes prepared by:

  
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Sonya Mottram, Deputy Clerk of Council