

## **BOARD OF CONTROL MEETING MINUTES February 2, 2004**

TIME: 6:30 p.m. in the Safety/Administration Building, Council Chambers

PRESENT: Joseph Kernan, Mayor  
Claude Collins, Administrative Officer  
Jeanne Zerga, Director of Finance  
John Conklin, President of Council  
Brenda Hlas, Vice President of Council (arrived at 6:37)

ALSO

PRESENT: Karla Richards, Clerk of Council  
Ted Weinsheimer, Supt of Public Service  
Greg Carris, Chief of Police

The Board of Control convened for a meeting at 6:34 p.m. on February 2, 2004 in the City Safety/Administration Building-Council Chambers. Mayor Kernan called the meeting to order.

### **CONSIDERATION OF MINUTES:**

Mayor Kernan presented the Board of Control meeting minutes of January 12, 2004, as written.

Mr. Collins motioned to accept the minutes as presented, Mr. Conklin seconded.

ROLL CALL	YEA VOTES:	Mr. Collins, Mr. Conklin, Ms. Zerga, Mayor Kernan
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	NAY VOTES:	None
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	Absent:	Ms. Hlas
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The motion to accept the Board of Control meeting minutes of January 12, 2004, passed with a vote of 4-0.

### **NEW BUSINESS:**

**Discussion on Item #1 on Agenda:** *Consideration to authorize funds not to exceed \$14,340.00 for annual work papers, preparation and printing of the City's CAFR.*

Ms. Zerga indicated that we have an engagement letter for James G. Zupka, CPA, Inc. to put together the CAFR for year-end 2003, stating that we have a contract for them to do our audit.

She is putting together the working papers for Zupka to begin this work. Ms. Zerga believes that the price they are charging is high and that she will be keeping a close eye on this year's time and energy that Zupka spends on this audit. Mr. Conklin asked if we have an agreement to have Zupka do the 2005 audit. Ms. Zerga stated that Zupka is contracted to do the 2004 audit, which will be performed in 2005. She needs to check the ordinance to see if they are contracted for the 2005 audit.

Mr. Collins motioned to authorize funds not to exceed \$14,340.00 to James G. Zupka, CPA, Inc. for annual work papers, preparation and printing of the City's CAFR, which Mr. Conklin seconded.

ROLL CALL	YEA VOTES:	Mr. Collins, Mr. Conklin, Mayor Kernan, Ms. Zerga, Ms. Hlas
	NAY VOTES:	None

The motion passed with a vote of 5-0.

**Discussion on Item #2 on the Agenda:** *Consideration to authorize funds not to exceed \$6,786.60 for the Service Department to purchase equipment with financing through Dollar Leasing Corp.*

Mr. Weinsheimer indicated that this equipment purchase would enable the City to perform the tire maintenance of the police cars. In the past, the City has paid Roberts Automotive \$1,200-\$1,400 annually to perform tire changes. Purchasing this equipment will enable the City to perform this service to all of our vehicles with the exception of the dump trucks. Ms. Zerga indicated that there was money set-aside in the budget for this.

Mr. Collins motioned to authorize the funds not to exceed \$6,786.60 for the Service Department to purchase this equipment with financing through dollar Leasing Corp, which was seconded by Ms. Zerga.

ROLL CALL:	YEA VOTES:	Mr. Collins, Ms. Zerga, Mr. Conklin Ms. Hlas, Mayor Kernan
	NAY VOTES:	None

The motion was passed by a vote of 5-0.

**Discussion on Item #5 on the Agenda:** *Consideration to authorize funds not to exceed \$10,500.00 for purchase of light bars, sirens, and traffic signals, to include installation and incidentals, for four police cruisers. An \$8,000.00 Local Law Enforcement Block Grant has been awarded in regards to this item.*

Chief Carris informed the group that the Police Department was awarded an \$8,000.00 block grant of which the Federal share of this grant is \$7,200.00 and the City's share is \$800.00 for four (4) light bars, sirens and traffic signals for cruisers with equipment that are currently eight (8) years old. The grant does not provide for the installation of this equipment, which is \$400.00 per vehicle (\$1,600.00). Chief Carris has included a request for funds for siren speakers that might be needed and additional money that may be required for incidentals.



Mr. Collins motioned to authorize the renewal of the Romaster cleaning contract for the period of March 1, 2004 through February 28, 2005, at the cost of \$1,220.22 per month (\$14,642.64) with an increase in the hourly rate of \$9.75 to \$10.75 per hour for additional services performed at the Community Center, which was seconded by Ms. Hlas.

ROLL CALL:            YEA VOTES:            Mr. Collins, Ms. Hlas, Mr. Conklin, Mayor Kernan

NAY VOTES:            None

Absent:                Ms. Zerga (left the meeting at 6:50)

The motion was passed by a vote of 4-0.

**OLD BUSINESS:    None**

**NEW BUSINESS:    None**

There being no further business, the meeting was adjourned at 6:54 p.m.

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Joseph M. Kernan, Mayor

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Jeanne Zerga, Director of Finance

cc:    Board Members  
      Council Members  
      Clerk of Council  
      Chief Carris  
      Ted Weinsheimer