BOARD OF CONTROL MEETING MINUTES
May 10, 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

ALSO PRESENT: Jeff Pritchard, Director of Planning and Community Development

The Board of Control convened for a meeting at 6:32 p.m. on May 10, 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 April 12, 2004, as written.

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

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

The Board of Control meeting minutes of April 12, 2004 is approved with a vote of 4-0. Mrs. Hlas abstained, stating that she had not had chance to read the minutes.

NEW BUSINESS:

Discussion on Item #1 on Agenda: *Consideration of various guardrail repair work to be performed by Lake Erie Construction at a cost not to exceed $6,200.*

Mr. Collins noted that Mr. Weinsheimer was ill and could not attend this meeting, but that he could address this item. He then stated that recently a Nickles Bakery truck went over the embankment on Rt. 21 at Dorothy, damaging the guardrail at a cost of $3,952. To perform guardrail repair, Lake Erie Construction charges a mobilization fee for responding to a job site. As there are other guardrail repairs necessary on Rt. 21, additional mobilization fees may be saved if all of these repairs are addressed in one job order at a total cost not to exceed

$6,200. It was noted that the damage caused by the Nickles truck would be reimbursed by their insurance agency. The remainder of the guardrail damage was perpetrated by "hit-skips", where the damage was not reported at the time of the incident and therefore not reimbursable. Mrs. Zerga stated that money for this type of repair is built into this year's budget.

Mr. Conklin motioned to approve various guardrail repair work to be performed by Lake Erie Construction at a cost not to exceed $6,200, which was seconded by Mrs. Hlas.

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

NAY VOTES: None

The motion passed with a vote of 5-0.

Discussion on Item #2 on Agenda: *Consideration to enter into a 60-month lease contract with Automation Mailing & Shipping Solutions Inc. for use of a digital postage meter at a cost not to exceed $8,700 ($144.32/month).*

Mrs. Zerga stated that our current 5-year lease with Pitney-Bowes expires on July 1st, 2004. Pitney-Bowes quoted a 5-year contract at our current cost of $158.00/mo. minus the automatic feeder or $232.00/mo. with the auto feeder. Mrs. Zerga researched other companies and found that Automation Mailing & Shipping Solutions Inc. offered a 5-year contract at $144.32/mo. for equivalent equipment that is currently in use, to include the auto-feeder. Mrs. Zerga stated that she has dealt with Automation Mailing before, and never had a problem with the company.

Mr. Collins motioned to enter into a 60-month lease contract with Automation Mailing & Shipping Solutions Inc. at a cost not to exceed $8,700, which was seconded by Mr. Conklin.

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

NAY VOTES: None

The motion passed with a vote of 5-0.

Discussion on Item #3 on Agenda: *Consideration to purchase one credit of land from the Singer Lake Bog wetland mitigation bank (Cleveland Museum of Natural History), cost not to exceed $8,500.*

Mr. Pritchard stated that this program is a wetlands payback requirement in exchange for the lands acquired for the future Columbia Woods ball fields. The program stipulates that this purchase must be made within the next 60 days.

Mr. Collins motioned to purchase one credit of land from the Singer Lake Bog wetland mitigation bank at a cost not to exceed $8,500, which was seconded by Mrs. Zerga.

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

NAY VOTES: None

The motion passed with a vote of 5-0.

Discussion on Item #4 on Agenda: *Consideration to enter into a contract with GBC Design, Inc. for engineering and surveying services needed to prepare Site Improvement Plans for the Columbia Woods Baseball Fields at a cost not to exceed $8,000.*

Mr. Pritchard stated that on May 3rd, 2004, GBC Design, Inc. offered a proposal of $12,000 for this project, of which they will donate in-kind service of $4,000 towards the cost. It was also stated that the Norton Baseball Association is expected to raise $2,000 towards this project.

Mr. Collins motioned to enter into a contract with GBC Design, Inc. for engineering and surveying services needed to prepare Site Improvement Plans for the Columbia Woods Baseball Fields at a cost not to exceed $8,000, which was seconded by Mr. Conklin.

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

NAY VOTES: None

The motion passed with a vote of 5-0.

OLD BUSINESS: None

NEW BUSINESS: None

There being no further business, the meeting was adjourned at 6:51 p.m.

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Joseph M. Kernan, Mayor Jeanne Zerga, Director of Finance

cc: Board Members
Council Members
Clerk of Council
Lake Erie Construction
Automation Mailing & Shipping Solutions, Inc.
Cleveland Museum of Natural History
GBC Design, Inc.