

BOARD OF CONTROL MEETING MINUTES DECEMBER 22, 2005

TIME: 5:00 p.m. in the Safety/Administration Building, Council Chambers

PRESENT: Claude Collins, Administrative Officer
Jeanne Zerga, Director of Finance
Mike Zita, Vice-President of Council

ABSENT: Brenda Hlas, President of Council
Joseph Kernan, Mayor

The Board of Control convened for a meeting at 5:01 p.m. on December 22, 2005 in the Safety/Administration Building, Council Chambers. Mayor Kernan and Brenda Hlas, President of Council, were both excused from attending this meeting. Mr. Collins called the meeting to order.

CONSIDERATION OF MINUTES:

Mr. Collins presented the Board of Control meeting minutes of **December 5, 2005**, as written. Mrs. Zerga motioned to accept the minutes as presented, Mr. Zita seconded.

ROLL CALL YEA VOTES: Mrs. Zerga, Mr. Zita, Mr. Collins

NAY VOTES: None

Motion passed with a vote of 3-0.

NEW BUSINESS:

Discussion on Agenda Item #1: *Consideration of Ted Weinsheimer's request for funding to have Gledhill Road Machinery repair a truck hoist/frame at a cost not to exceed \$7,000. (Funding: 2006 Budget - Service Dept/Repair and Maintenance Equip, 102-4100-55560)*

Mr. Collins explained the sub frame, which holds the bed onto the truck, needs repaired. This vehicle, used for salting the roads, will be out of service for at least month. Gledhill has provided a cost estimate of \$6,350. Mrs. Zerga stated there is enough money left in the 2005 repair/maintenance line-item to carry forward to the 2006 budget to cover the cost of this repair.

Mrs. Zerga motioned to accept Mr. Weinsheimer's request for funding, which Mr. Zita seconded.

ROLL CALL YEA VOTES: Mrs. Zerga, Mr. Zita, Mr. Collins

NAY VOTES: None

The motion passed with a vote of 3-0.

Discussion on Agenda Item #2: *Consideration of Claude Collins' request to enter into contract with GBC Design to prepare bid documents, advertise and provide construction management for the construction of the Columbia Woods Baseball Fields. Cost not to exceed \$9,000. (Funding: Capital Parks Land and Land Improvement/2004 Ballfield, 410-7023-57668)*

Mr. Collins stated that so far all of the plans we have received from GBC have been done gratis. The contract fee of \$8,500 is very reasonable for all of the work that is to be done. The bid documents will be prepared to receive quotes for both with and without field lighting, as directed by Council. Preliminary construction costs have been estimated at \$370,271 without lighting and \$670,271 with lighting. Mrs. Zerga stated there is \$340,763.90 in this fund and is expecting another \$60,350 from next year's Time-Warner franchise fees.

Mrs. Zerga motioned to enter into contract with GBC Design, which Mr. Zita seconded.

ROLL CALL YEA VOTES: Mrs. Zerga, Mr. Zita, Mr. Collins

NAY VOTES: None

The motion passed with a vote of 3-0.

Discussion on Agenda Item #3: *Consideration of Jeanne Zerga's request to enter into an agreement with the State Auditor's office to provide services for the 2005 CAFR at a cost not to exceed \$13,000. (Funding: 2006 Budget – General Fund/CAFR, 001-0599-54461)*

Mrs. Zerga stated the State has sent an engagement letter to prepare the 2005 CAFR at an estimated cost of \$12,950. As Mrs. Zerga has done in the past, the work papers will be done in-house to keep the costs down. She also stated only the exact working hours are charged for; this estimate may be less.

Mr. Zita motioned to enter into agreement with the State Auditor's office, which Mrs. Zerga seconded.

ROLL CALL YEA VOTES: Mr. Zita, Mrs. Zerga, Mr. Collins

NAY VOTES: None

The motion passed with a vote of 3-0.

OLD BUSINESS: None

NEW BUSINESS: None

There being no further business, the meeting was adjourned at 5:14 p.m.

Joseph M. Kernan, Mayor

Claude Collins, Administrative Officer

cc: Board Members
Clerk of Council
file