

## **BOARD OF CONTROL MEETING MINUTES June 5, 2006**

**TIME:** 6:00 p.m. in the Safety/Administration Building, Council Chambers

**PRESENT:** Joseph Kernan, Mayor  
Claude Collins, Administrative Officer  
John Moss, Director of Finance  
Michael Zita, President of Council  
James Price, Vice-President of Council

The Board of Control convened for a meeting at 6:04 p.m. on June 5, 2006 in the 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 **Monday, May 15, 2006**, as written. Mr. Moss motioned to accept the minutes as presented, Mr. Collins seconded.

**ROLL CALL** YEA VOTES: Mr. Moss, Mr. Collins, Mr. Zita, Mr. Price, Mayor Kernan  
NAY VOTES: None

***Motion passed with a vote of 5-0.***

### **NEW BUSINESS:**

**Discussion on Agenda Item #1:** *Mr. Collins requests Board of Control approval to pay fees to the Summit County Department of Environmental Services (DOES) for a sewer connection resulting from the installation of the Administration Building / Community Center sanitary sewer pump station. Cost not to exceed \$5,953.99 (Funding: Septic System 001-0599-57610)*

Mr. Collins stated that getting the Administration Building / Community Center hooked into the sewer system has been a three-year project. We are currently in the final installation construction stages. He recently discovered that Summit County DOES is requiring fees to be able to tie into the sewer system. Mr. Collins stated that throughout the life of this project he was never informed that fees would need to be paid where the sewage emptied into the Barberton system. We have already paid the \$2,400 fee that Barberton requires. Mr. Moss stated that we will still come under the project budget by \$4,700-\$5,000.

Mr. Zita motioned to approve the connection fee to Summit County DOES, which was seconded by Mr. Price.

**ROLL CALL** YEA VOTES: Mr. Zita, Mr. Price, Mr. Moss, Mr. Collins, Mayor Kernan  
NAY VOTES: None

***Motion passed with a vote of 5-0.***

**OLD BUSINESS:** The Finance Director would like to resolve the question of how to apply the \$5,000 threshold for Board of Control. To move the discussion forward, Mr. Moss proposed the following questions for consideration by the Board:

1. *Does the \$5,000 threshold apply to the amount paid for any one purpose during any one billing period? Please note that this leaves open the question of multiple purchases occurring in the same billing period. A billing period is set by the vendor and is usually a month.*
2. *Does the \$5,000 threshold apply to all expenses paid in any one billing period regardless of what the purpose or source of the expense? This option would require that multiple expenses should be combined whenever they may be invoiced in the same period. Office supplies could reach this threshold if more than one department were stocking up and some furniture were being purchased. This focuses on the checks paid rather than the obligations made.*
3. *Does the \$5,000 threshold apply to all purchases that have been made with a single vendor for a single purpose regardless of how many billing periods it is paid over?*
4. *Does the \$5,000 threshold apply to all purchases that have been made with a single vendor for all purposes during a calendar year? Focuses on the payments made year to date.*

**DISCUSSION:**

Mr. Moss stated it is understood that this Board is a control mechanism on the checks that the City is issuing, but it is not very clear on how you apply some situations to the \$5,000 limit. Broad discussion was held on the questions provided. The consensus of the Board members was that attention should be paid towards the total projected cost of a project/contract if available; regardless of the time period. It was discussed that accumulative singular purchases are not feasible to track as to when it reaches the \$5,000 limit. In addition, an effort should be made to honor the contract period, be it monthly, annually or longer. Mr. Moss suggests to adhere to the information given in question #3. He will form an official statement for review at the next meeting.

**NEW BUSINESS: None**

There being no further business, the meeting was adjourned at 6:34 p.m.

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Joseph M. Kernan, Mayor

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John Moss, Finance Director

/amc

cc: Board Members  
Council Members  
Clerk of Council  
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