



CITY OF NORTON

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Mayor Mike Zita

BOARD OF CONTROL MEETING MINUTES

Wednesday, February 17, 2021

TIME: 10:30 am – Zoom Meeting- Live Stream (YouTube)

PRESENT: Mayor Mike Zita
Robert Fowler, Administrative Officer
Pamela Keener, Finance Director
Dennis McGlone, President of Council
Joe Kernan, Vice President of Council

ALSO

PRESENT: Shannon Szittai, Administrative Assistant
Justin Markey, Law Director

ABSENT:

Mayor Zita called the Board of Control meeting to order at 10:32 am.

CONSIDERATION OF MINUTES:

None at this time.

NEW BUSINESS:

1. Enter into an agreement with Extreme Tree Service, in amount not to exceed \$7500 for tree clearing on Eastern Road.

Mr. Fowler stated that with the new business that came in we had to clear some trees on Eastern Rd. to make sure they can deliver their product, we had to raise the canopy up to 15ft. That was for Kyoto Cooling we had the money budgeted. They make cooling towers they just moved out to KDA. Mr. Kernan moved to approve and Mr. McGlone seconded the motion to approve.

ROLL CALL YEA VOTES:Kernan, McGlone, Mayor Zita, Fowler, Keener
NAY VOTES: None

Motion passed unanimously.

2. Authorize the purchase of Timber for the stage roof from Timber Technologies, in the amount of \$27,423.09.

Mr. Fowler explained that was for the timber for the stage roof. Mr. Kernan moved to approve and Mr. McGlone seconded the motion to approve.

ROLL CALL YEA VOTES: Kernan, McGlone, Mayor Zita, Fowler, Keener
NAY VOTES: None

Motion passed unanimously.

3. Authorize the purchase of NHTS6.110 Tractor with Alamo Maverick Boom mower from Akron Tractor, in the amount of \$140,230.

Mr. Kernan stated that they received an email from Mr. Hess indicating that the old tractor is a 2006 and it is costing us a lot of money to fix. Mr. Kernan moved to approve and Mr. McGlone seconded the motion to approve.

ROLL CALL YEA VOTES:Kernan, McGlone, Mayor Zita, Fowler, Keener
NAY VOTES: None

Motion passed unanimously.

4. Enter into an agreement with Software Solutions for one VIP module, in an amount not to exceed \$5,500.

Mr. McGlone asked if this was for accounting or payroll. Ms. Keener said it was for analytics to stream line budgeting process and will also help with the CAFR. Mr. Kernan said I assume this was budgeted already? Ms. Keener confirmed yes that it was. Mr. Kernan moved to approve and Mr. McGlone seconded the motion to approve.

ROLL CALL YEA VOTES: Kernan, McGlone, Mayor Zita, Fowler, Keener
NAY VOTES: None

Motion passed unanimously.

5. Enter into an agreement with Software Solutions for time entry modules, in an amount not to exceed \$13,000.

Ms. Keener stated this module will allow timesheets to be entered at a department level than pushed to Administration for approval. Mr. Kernan said this will allow it to be tracked better and save some time and further oversight. Mr. Fowler said this will also allow us to see it before payroll goes through. Mr. Kernan moved to approve and Mr. McGlone seconded the motion to approve.

ROLL CALL YEA VOTES: Kernan, McGlone, Mayor Zita, Fowler, Keener
NAY VOTES: None

Motion passed unanimously.

6. Enter into an agreement with GPD engineering for Sewer line design for the Norton Commerce Park, in the amount \$31,545.

Mr. McGlone asked if that will be one legislation. Mr. Fowler stated he will break it off into two separate for water and sewer. Mr. Kernan moved to approve and Mr. McGlone seconded the motion to approve.

ROLL CALL YEA VOTES: Kernan, McGlone, Mayor Zita, Fowler, Keener
NAY VOTES: None

Motion passed unanimously.

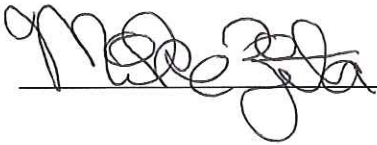
7. Enter into an agreement with GPD engineering for Water line design for the Norton Commerce Park, in the amount \$27,490

Mr. Fowler stated this is the water portion of that contract. Mr. Kernan motioned to approve and Mr. McGlone seconded the motion to approve.

ROLL CALL YEA VOTES: Kernan, McGlone, Mayor Zita, Fowler, Keener
NAY VOTES: None

Motion passed unanimously.

There being no further business, Mayor Zita motioned the meeting adjourned and Mr. McGlone seconded at 10:40 am.



Mike Zita

Mayor



Pamela Keener

Finance Director

Date approved: 03-03-21