ORDINANCE NO. 2026 - 102

AN ORDINANCE AUTHORIZING THE FINANCE DIRECTOR, UPON THE ISSUANCE OF A CERTIFICATE OF AVAILABILITY OF FUNDS, TO PAY CERTAIN PURCHASE ORDERS MADE THAT EXCEED $3000.00; AND DECLARING AN EMERGENCY.

WHEREAS, the Finance Director is required by ORC 5705.41(D) to certify the availability of funds to pay for goods or services upon all contracts and purchase orders; and,

WHEREAS, if the Certification of the Finance Director is not attached to the contract or purchase order over Three Thousand Dollars and No Cents ($3,000.00) Council must pass an ordinance allowing for a warrant for payment to be issued upon the Finance Director's certification that at the time of making the contract or order and at the time of the certification there was sufficient funds necessary for the payment of such contract and orders; and,

WHEREAS, the Finance Director has indicated that such a certification described above can be executed.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Kent, Portage County, Ohio:

SECTION 1. That the Finance Director is authorized to make such warrants as are necessary to pay the due and owing amounts detailed in Exhibit "A", attached hereto and made and integral part hereof.

SECTION 2. That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council and that all deliberations of this Council, and of any of its committees that resulted in such formation action, were in meetings open to the public in compliance with all legal requirements of Section 121.22 of the Ohio Revised Code.

SECTION 3. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, and welfare of the residents of this City, for which reason and other reason manifest to this Council this Ordinance is hereby declared to be an emergency measure and shall take effect and be in force immediate after passage.

PASSED: November 18, 2026
Date

Jack Amrhein
Mayor and President of Council

EFFECTIVE: November 18, 2026
Date

ATTEST: Kathleen Coleman
Kathleen Coleman
Clerk of Council

I, KATHLEEN COLEMAN, CLERK OF COUNCIL FOR THE CITY OF KENT, COUNTY OF PORTAGE, AND STATE OF OHIO, AND IN WHOSE CUSTODY THE ORIGINAL FILES AND RECORDS OF SAID COUNCIL ARE REQUIRED TO BE KEPT BY THE LAWS OF THE STATE OF OHIO, HEREBY CERTIFY THAT THE FOREGOING IS A TRUE AND EXACT COPY OF *ORDINANCE No.* 2026-102, ADOPTED BY THE COUNCIL OF THE CITY OF KENT ON November 18, 2026.

(SEAL)

KATHLEEN COLEMAN
CLERK OF COUNCIL

City of Kent

Purchase Order Report

G/L Date Range 10/13/26 - 11/09/26
Sort by Department - Purchase Order Number
Detail Listing

Department **02.202 Board of Health,Sanitation & Inspections**

Purchase Order	2026-00002067	G/L Date	10/26/2026	Amount	5,224.00
Description	HD Public Liability Insurance Contribution	Deliver by Date		Voided	.00
Department	02.202 Board of Health,Sanitation & Inspections	Printed Date	10/27/2026	Discounted	.00
Vendor	1456 - Public Entities Pool of Ohio	Completed Date	10/27/2026	Expensed	5,224.00
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00

Item 1

Description	Insurance & Bonding - Public Liability Insurance	*Status*	Complete	*Amount*	5,224.00
Quantity	1.0000	*Vendor Part Number*		*Voided*	.00
U/M	Each	*Contract Number*		*Discounted*	.00
Price per Unit	5,224.00	*Discount*	0%	*Expensed*	5,224.00
				Remaining	.00
				Encumbered	.00

G/L Account	*Project*	*Amount*
110-02-520-201.7360 (Health Department-Health Department-Public Health & Welfare-Health Admin.Insurance & Bonding)		5,224.00

Department **05.560 Public Services Department,Central Maintenance Division**

Purchase Order	2026-00002005	G/L Date	10/13/2026	Amount	33,540.51
Description	CM Salt	Deliver by Date		Voided	.00
Department	05.560 Public Services Department,Central Maintenance Division	Printed Date	10/13/2026	Discounted	.00
Vendor	1903 - Cargill Inc	Completed Date	10/13/2026	Expensed	33,540.51
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00

Item 1

Description	Rock Salt	*Status*	Complete	*Amount*	33,540.51
Quantity	1.0000	*Vendor Part Number*		*Voided*	.00
U/M	Each	*Contract Number*		*Discounted*	.00

Price per Unit	33,540.51	*Discount*	0%	*Expensed*	33,540.51
				Remaining	.00
				Encumbered	.00

G/L Account	*Project*	*Amount*
102-05-560-601.7430 (SCMR-Service Department-Central Maintenance-Transportation - Central Maint..Road Salt)		33,540.51

Purchase Order	2026-00002014	G/L Date	10/13/2026	Amount	4,550.00
Description	CM Gougler Lot	Deliver by Date		Voided	.00
Department	05.560 Public Services Department,Central Maintenance Division	Printed Date	10/13/2026	Discounted	.00
Vendor	2809 - Cardinal Asphalt Co. Inc.	Completed Date	10/13/2026	Expensed	4,550.00
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00

Item 1					
	Description	Misc Contractual	*Status*	Complete	*Amount*	4,550.00
	Quantity	1.0000	*Vendor Part Number*		*Voided*	.00
	U/M	Each	*Contract Number*		*Discounted*	.00
	Price per Unit	4,550.00	*Discount*	0%	*Expensed*	4,550.00
					Remaining	.00
					Encumbered	.00

G/L Account	*Project*	*Amount*
102-05-560-601.7390 (SCMR-Service Department-Central Maintenance-Transportation - Central Maint..Misc Contractual)		4,550.00

Purchase Order	2026-00002043	G/L Date	10/19/2026	Amount	10,500.00
Description	CM Tree Pruning	Deliver by Date		Voided	.00

Purchase Order Report

G/L Date Range 10/13/26 - 11/09/26
Sort by Department - Purchase Order Number
Detail Listing

Department	05.560 Public Services Department,Central Maintenance Division	Printed Date	10/28/2026	Discounted	.00
Vendor	5711 - Cline Tree Service	Completed Date	10/28/2026	Expensed	10,500.00
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00

Item 1

Description	Misc Contractual	*Status*	Complete	*Amount*	10,500.00
Quantity	1.0000	*Vendor Part Number*		*Voided*	.00
U/M	Each	*Contract Number*		*Discounted*	.00
Price per Unit	10,500.00	*Discount*	0%	*Expensed*	10,500.00
				Remaining	.00
				Encumbered	.00

G/L Account	*Project*	*Amount*
001-05-560-405.7390 (General Government-Service Department-Central Maintenance-Shade Tree.Misc Contractual)		10,500.00

Purchase Order	2026-00002077	G/L Date	10/27/2026	Amount	12,500.00
Description	CM Sunnybrook Catch Basin	Deliver by Date		Voided	.00
Department	05.560 Public Services Department,Central Maintenance Division	Printed Date	10/29/2026	Discounted	.00
Vendor	4146 - Helmling Excavating LLC	Completed Date	10/29/2026	Expensed	12,500.00
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00

Item 1

Description	Maint of Equip & Facilities	*Status*	Complete	*Amount*	9,500.00
Quantity	1.0000	*Vendor Part Number*		*Voided*	.00
U/M	Each	*Contract Number*		*Discounted*	.00
Price per Unit	9,500.00	*Discount*	0%	*Expensed*	9,500.00
				Remaining	.00
				Encumbered	.00

G/L Account	Project	Amount
208-05-550-605.7350 (Storm Water-Service Department-Basic Utility Services-Central Maintenance Distribution.Maint of Equip & Facilities)		9,500.00

Item 2

Description	Maint of Equip & Facilities	*Status*	Complete	*Amount*	1,500.00
Quantity	1.0000	*Vendor Part Number*		*Voided*	.00
U/M	Each	*Contract Number*		*Discounted*	.00
Price per Unit	1,500.00	*Discount*	0%	*Expensed*	1,500.00
				Remaining	.00
				Encumbered	.00

G/L Account	Project	Amount
201-05-550-605.7350 (Water-Service Department-Basic Utility Services-Central Maintenance Distribution.Maint of Equip & Facilities)		1,500.00

Item 3

Description	Maint of Equip & Facilities	*Status*	Complete	*Amount*	1,500.00
Quantity	1.0000	*Vendor Part Number*		*Voided*	.00
U/M	Each	*Contract Number*		*Discounted*	.00
Price per Unit	1,500.00	*Discount*	0%	*Expensed*	1,500.00
				Remaining	.00
				Encumbered	.00

G/L Account	Project	Amount
202-05-550-605.7350 (Sewer-Service Department-Basic Utility Services-Central Maintenance Distribution.Maint of Equip & Facilities)		1,500.00

Purchase Order	2026-00002082	G/L Date	10/28/2026	Amount	34,982.10
Description	CM Locating Services	Deliver by Date		Voided	.00
Department	05.560 Public Services Department,Central Maintenance Division	Printed Date	10/29/2026	Discounted	.00
Vendor	5661 - USIC Locating Services, LLC	Completed Date		Expensed	31,967.75

Type	Then/Now	Expiration Date		Remaining	3,014.35
Status	Open			Encumbered	3,014.35

Item 1

Description	Misc Contractual	*Status*	Open	*Amount*	17,491.05
Quantity	1.0000	*Vendor Part Number*		*Voided*	.00
U/M	Each	*Contract Number*		*Discounted*	.00
Price per Unit	17,491.05	*Discount*	0%	*Expensed*	15,983.87
				Remaining	1,507.18
				Encumbered	1,507.18

G/L Account	*Project*	*Amount*
201-05-550-605.7390 (Water-Service Department-Basic Utility Services-Central Maintenance Distribution.Misc Contractual)		17,491.05

Item 2

Description	Misc Contractual	*Status*	Open	*Amount*	17,491.05
Quantity	1.0000	*Vendor Part Number*		*Voided*	.00
U/M	Each	*Contract Number*		*Discounted*	.00
Price per Unit	17,491.05	*Discount*	0%	*Expensed*	15,983.88
				Remaining	1,507.17
				Encumbered	1,507.17

G/L Account	*Project*	*Amount*
202-05-550-605.7390 (Sewer-Service Department-Basic Utility Services-Central Maintenance Distribution.Misc Contractual)		17,491.05

Purchase Order	2026-00002089	G/L Date	10/28/2026	Amount	4,740.00
Description	CM Shade Trees	Deliver by Date		Voided	.00
Department	05.560 Public Services Department,Central Maintenance Division	Printed Date	11/09/2026	Discounted	.00
Vendor	4964 - Davis Tree Farm & Nursery Inc	Completed Date		Expensed	4,740.00
Type	Then/Now	Expiration Date		Remaining	.00

Status Open

Encumbered .00

Item 1

Description	Shade Trees	*Status*	Open	*Amount*	4,740.00
Quantity	1.0000	*Vendor Part Number*		*Voided*	.00
U/M	Each	*Contract Number*		*Discounted*	.00
Price per Unit	4,740.00	*Discount*	0%	*Expensed*	4,740.00
				Remaining	.00
				Encumbered	.00

G/L Account	*Project*	*Amount*
001-05-560-405.7690 (General Government-Service Department-Central Maintenance-Shade Tree.Shade Trees)	2026SHT001 (Trees for Public Right of Way)	4,740.00

Purchase Order	2026-00002116	G/L Date	11/03/2026	Amount	4,906.26
Description	CM Bucket Repairs	Deliver by Date		Voided	.00
Department	05.560 Public Services Department,Central Maintenance Division	Printed Date	11/09/2026	Discounted	.00
Vendor	2112 - Rush Truck Center	Completed Date		Expensed	4,906.26
Type	Then/Now	Expiration Date		Remaining	.00
Status	Open			Encumbered	.00

Item 1

Description	Maint of Equip & Facilities	*Status*	Open	*Amount*	4,906.26
Quantity	1.0000	*Vendor Part Number*		*Voided*	.00
U/M	Each	*Contract Number*		*Discounted*	.00
Price per Unit	4,906.26	*Discount*	0%	*Expensed*	4,906.26
				Remaining	.00
				Encumbered	.00

G/L Account	*Project*	*Amount*
001-05-560-405.7350 (General Government-Service Department-Central Maintenance-Shade Tree.Maint of Equip & Facilities)		4,906.26

Purchase Order Report

G/L Date Range 10/13/26 - 11/09/26
Sort by Department - Purchase Order Number
Detail Listing

Purchase Order	2026-00002145	G/L Date	11/09/2026	Amount	4,000.00
Description	CM 338 Woodard	Deliver by Date		Voided	.00
Department	05.560 Public Services Department,Central Maintenance Division	Printed Date	11/09/2026	Discounted	.00
Vendor	5674 - Barberton Tree Service, Inc.	Completed Date		Expensed	4,000.00
Type	Then/Now	Expiration Date		Remaining	.00
Status	Open			Encumbered	.00

Item 1

Description	Professional Services	*Status*	Open	*Amount*	4,000.00
Quantity	1.0000	*Vendor Part Number*		*Voided*	.00
U/M	Each	*Contract Number*		*Discounted*	.00
Price per Unit	4,000.00	*Discount*	0%	*Expensed*	4,000.00
				Remaining	.00
				Encumbered	.00

G/L Account	*Project*	*Amount*
001-05-560-405.7340 (General Government-Service Department-Central Maintenance-Shade Tree.Professional Services)		4,000.00