

ORDINANCE NO. 2025 - 046

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: June 18, 2025
Date

J. T. Fiala
Jerry T. Fiala
Mayor and President of Council

EFFECTIVE: June 18, 2025
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. 2025-046* ADOPTED BY THE COUNCIL OF THE CITY OF KENT ON June 18, 2025.

(SEAL)

Kathleen Coleman
KATHLEEN COLEMAN
CLERK OF COUNCIL

Purchase Order Report

G/L Date Range 05/13/25 - 06/09/25
 Sort by Department - Purchase Order Number
 Detail Listing

Purchase Order	2025-00001527	G/L Date	06/03/2025	Amount	4,342.50
Description	FD wellness support platform/app	Deliver by Date		Voided	.00
Department	01.108 Safety Department,Fire Services/Prevention/EMS	Printed Date	06/03/2025	Discounted	.00
Vendor	5222 - Mindbase, LLC	Completed Date		Expensed	4,342.50
Type	Then/Now	Expiration Date		Remaining	.00
Status	Open			Encumbered	.00

Item 1	<i>Description</i>	Professional Services - FD wellness support platform/app	<i>Status</i>	Open	<i>Amount</i>	4,342.50
	<i>Quantity</i>	1.0000	<i>Vendor Part Number</i>		<i>Voided</i>	.00
	<i>U/M</i>	Each	<i>Contract Number</i>		<i>Discounted</i>	.00
	<i>Price per Unit</i>	4,342.50	<i>Discount</i>	0%	<i>Expensed</i>	4,342.50
					<i>Remaining</i>	.00
					<i>Encumbered</i>	.00

<i>G/L Account</i>	<i>Project</i>	<i>Amount</i>
128-01-510-118.7340 (Fire & EMS-Safety Department-Safety Services-Police and Fire Wellness Grant.Professional Services)		4,342.50

Purchase Order	2025-00001551	G/L Date	06/05/2025	Amount	3,141.74
Description	FD grease/sludge seperator/tank wash out	Deliver by Date		Voided	.00
Department	01.108 Safety Department,Fire Services/Prevention/EMS	Printed Date	06/09/2025	Discounted	.00
Vendor	1553 - Rice Oil Co., LLC	Completed Date		Expensed	3,141.74
Type	Then/Now	Expiration Date		Remaining	.00
Status	Open			Encumbered	.00

Item 1	<i>Description</i>	Maint of Equip & Facilities - FD grease/sludge seperator/tank wash out	<i>Status</i>	Open	<i>Amount</i>	3,141.74
	<i>Quantity</i>	1.0000	<i>Vendor Part Number</i>		<i>Voided</i>	.00
	<i>U/M</i>	Each	<i>Contract Number</i>		<i>Discounted</i>	.00

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<i>Price per Unit</i>	3,141.74	<i>Discount</i>	0%	<i>Expensed</i>	3,141.74
				<i>Remaining</i>	.00
				<i>Encumbered</i>	.00

<i>G/L Account</i>	<i>Project</i>	<i>Amount</i>
128-01-510-108.7350 (Fire & EMS-Safety Department-Safety Services-Fire Services.Maint of Equip & Facilities)		3,141.74

Purchase Order	2025-00001435	G/L Date	05/19/2025	Amount	8,340.00
Description	CM Pressure Washer	Deliver by Date		Voided	.00
Department	05.560 Public Services Department,Central Maintenance Division	Printed Date	05/27/2025	Discounted	.00
Vendor	5490 - Hotsy Equipment co.	Completed Date	05/27/2025	Expensed	8,340.00
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00

Item 1	<i>Description</i>	Equipment >\$2500	<i>Status</i>	Complete	<i>Amount</i>	8,340.00
	<i>Quantity</i>	1.0000	<i>Vendor Part Number</i>		<i>Voided</i>	.00
	<i>U/M</i>	Each	<i>Contract Number</i>		<i>Discounted</i>	.00
	<i>Price per Unit</i>	8,340.00	<i>Discount</i>	0%	<i>Expensed</i>	8,340.00
					<i>Remaining</i>	.00
					<i>Encumbered</i>	.00

<i>G/L Account</i>	<i>Project</i>	<i>Amount</i>
301-05-560-604.7630 (Capital Improvements-Service Department-Central Maintenance-Capital Projects.Equipment >\$2500)	2025CMD001 (CM Misc. Equipment)	8,340.00

Department	07.708 Budget & Finance Department,Financial Admin.				
Purchase Order	2025-00001456	G/L Date	05/21/2025	Amount	12,300.00
Description	FIN- Authority Uility year 3 9/24 to 9/25	Deliver by Date		Voided	.00
Department	07.708 Budget & Finance Department,Financial Admin.	Printed Date	05/21/2025	Discounted	.00

Purchase Order Report

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Vendor	4962 - Civica North America, Inc./Civica	Completed Date	05/22/2025	Expensed	12,300.00
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00

Item 1	<i>Description</i>	Misc Contractual	<i>Status</i>	Complete	<i>Amount</i>	12,000.00
	<i>Quantity</i>	1.0000	<i>Vendor Part Number</i>		<i>Voided</i>	.00
	<i>U/M</i>	Each	<i>Contract Number</i>		<i>Discounted</i>	.00
	<i>Price per Unit</i>	12,000.00	<i>Discount</i>	0%	<i>Expensed</i>	12,000.00
					<i>Remaining</i>	.00
					<i>Encumbered</i>	.00

<i>G/L Account</i>	<i>Project</i>	<i>Amount</i>
204-07-550-708.7390 (Utility Billing-Budget & Finance-Basic Utility Services-Financial Administration.Misc Contractual)		12,000.00

Purchase Order	2025-00001520	G/L Date	06/03/2025	Amount	12,831.00
Description	FIN - GAAP for 2024	Deliver by Date		Voided	.00
Department	07.708 Budget & Finance Department,Financial Admin.	Printed Date	06/03/2025	Discounted	.00
Vendor	2662 - James G. Zupka, CPA Inc./Zupka & Assoc.	Completed Date	06/05/2025	Expensed	12,831.00
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00

Item 1	<i>Description</i>	Professional Services	<i>Status</i>	Complete	<i>Amount</i>	12,831.00
	<i>Quantity</i>	1.0000	<i>Vendor Part Number</i>		<i>Voided</i>	.00
	<i>U/M</i>	Each	<i>Contract Number</i>		<i>Discounted</i>	.00
	<i>Price per Unit</i>	12,831.00	<i>Discount</i>	0%	<i>Expensed</i>	12,831.00
					<i>Remaining</i>	.00
					<i>Encumbered</i>	.00

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<i>G/L Account</i>	<i>Project</i>	<i>Amount</i>
001-11-570-717.7340 (General Government-Misc & Sundry-General Gouvernement-Independent Auditor.Professional Services)		12,831.00

Purchase Order	2025-00001542	G/L Date	06/04/2025	Amount	79,987.04
Description	FIN- Income Tax Share for Davey Tree Ent. Zone Agrmnt	Deliver by Date		Voided	.00
Department	07.708 Budget & Finance Department,Financial Admin.	Printed Date	06/04/2025	Discounted	.00
Vendor	1275 - Kent City Schools	Completed Date	06/05/2025	Expensed	79,987.04
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00

Item 1	<i>Description</i>	Reimbursements	<i>Status</i>	Complete	<i>Amount</i>	79,987.04
	<i>Quantity</i>	1.0000	<i>Vendor Part Number</i>		<i>Voided</i>	.00
	<i>U/M</i>	Each	<i>Contract Number</i>		<i>Discounted</i>	.00
	<i>Price per Unit</i>	79,987.04	<i>Discount</i>	0%	<i>Expensed</i>	79,987.04
					<i>Remaining</i>	.00
					<i>Encumbered</i>	.00

<i>G/L Account</i>	<i>Project</i>	<i>Amount</i>
116-07-570-709.7720 (Income Tax-Budget & Finance-General Gouvernement-Income Tax Administration.Reimbursements)		79,987.04

Purchase Order	2025-00001564	G/L Date	06/09/2025	Amount	7,822.72
Description	FIN- First Healt Access Fees April 2025	Deliver by Date		Voided	.00
Department	07.708 Budget & Finance Department,Financial Admin.	Printed Date	06/09/2025	Discounted	.00
Vendor	4111 - Apex Benefits Services LLC	Completed Date		Expensed	.00
Type	Then/Now	Expiration Date		Remaining	7,822.72
Status	Open			Encumbered	7,822.72

Purchase Order Report

G/L Date Range 05/13/25 - 06/09/25
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 Detail Listing

Item 1	<i>Description</i>	Insurance & Bonding	<i>Status</i>	Open	<i>Amount</i>	7,822.72
	<i>Quantity</i>	1.0000	<i>Vendor Part Number</i>		<i>Voided</i>	.00
	<i>U/M</i>	Each	<i>Contract Number</i>		<i>Discounted</i>	.00
	<i>Price per Unit</i>	7,822.72	<i>Discount</i>	0%	<i>Expensed</i>	.00
					<i>Remaining</i>	7,822.72
					<i>Encumbered</i>	7,822.72

<i>G/L Account</i>	<i>Project</i>	<i>Amount</i>
807-07-580-905.7360 (Ee Insurance-Budget & Finance-Non Programs-Insurance Deposits.Insurance & Bonding)		7,822.72