

**MEDINA COUNTY DISTRICT LIBRARY
SPECIAL MEETING MINUTES**

August 28, 2023

The Medina County District Library Board of Trustees met in special session on Monday, August 28, 2023, at Medina Library. With a quorum present, President Maria Griffiths called the meeting to order at 6:00 p.m.

Roll call: The following members were present: Dr. Maria Griffiths, Caleb Parker, Ryan Carlson, Brian Harr, Mark Krosse, and Jill McGarr. Library staff members in attendance: Julianne Bedel, Director; Jason Brzezinski, Facilities Manager; and Allison Gaebelein, Fiscal Officer acting as recording secretary.

Approval of the Agenda: Mr. Krosse moved, and Ms. McGarr seconded the motion to approve the agenda. Motion carried.

Awarding Contract for Medina Boiler Replacement Project: The Buildings Committee introduced the following resolution and moved its passage:

Resolution 23 – 27: The Buildings Committee recommends that the Medina County District Library Board of Trustees (the “Board”) select S.A. Comunale Company, Inc. (the “Contractor”) for the Medina County District Library Boiler Replacement Project (the “Project”). The Library Director also requests authority to negotiate and execute, on behalf of the Board, an agreement with the Contractor for the Project.

Background:

1. The Board previously authorized the solicitation of bids for the Project and bids were received on August 15, 2023, and publicly opened and read aloud immediately after the time for submitting such bids had expired.
2. The design professional for the Project, Scheeser Buckley Mayfield (“SBM”) tabulated the bids that were received.
3. The lowest bid was submitted by Contractor, in the total amount of \$187,090.
4. After review of the bid submittal and bidder qualifications and references, SBM recommends that the contract for the work be awarded to Contractor as the lowest responsible bidder.

NOW, THEREFORE, BE IT RESOLVED by the Medina County District Library Board of Trustees as follows:

1. Based upon the recommendation of the Architect and information provided, the Board awards the contract for the Project to the Contractor as the lowest responsible bidder.
2. The Board authorizes the Library Director and Fiscal Officer, working with legal counsel, to negotiate and execute an agreement with the Contractor for the Project in the total amount of \$187,090, and to execute any other documents consistent with the intent of this resolution.

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After discussion, a roll call vote was taken with the results: Mr. Parker – aye; Mr. Carlson – aye; Mr. Krosse – aye; Mr. Harr – aye; Ms. McGarr – aye; and Dr. Griffiths – aye. Resolution passed.

Adjournment: There being no further business, Mr. Krosse moved, and Mr. Parker seconded the motion to adjourn the meeting at 6:03 p.m. Motion Carried.

Dr. Maria Griffiths, President

Caleb Parker, Secretary