

**REGULAR COUNCIL MEETING – 7:00 P.M.**

The Council of the City of Cortland met in regular session on Monday, April 16, 2018 at 7:00 p.m. at the City Administration Building, 400 N High St, Cortland, Ohio with Council President Petrosky presiding. Members of Council present were James Edwards, Kathy Fleischer, Patti Keller, Don Moore, Kevin Piros and Scott Rowley. Also present at the meeting were Mayor Woofter, Law Director Wilson, Finance Director Gibson, Police Chief Andrews, Fire Chief Rea, Service Director Wittman and Clerk of Council Horn.

A motion to approve Council Minutes from the April 2, 2018 Regular Council Meeting was made by Councilman Moore and seconded by Councilman Rowley. **ROLL CALL** - Edwards, aye; Fleischer, aye; Keller, aye; Moore, aye; Petrosky, aye; Piros, aye; Rowley, aye. **MOTION PASSED**

A motion to approve Schedule of Bills to be paid totaling \$75,274.57 was made by Councilwoman Keller and seconded by Councilman Piros.

**COUNCIL PRESIDENT PETROSKY** - One of these was payable to Wex Bank?

**FINANCE DIRECTOR GIBSON** – That is Sunoco. It really should have been paid to Wex Bank.

**ROLL CALL** - Edwards, aye; Fleischer, aye; Keller, aye; Moore, aye; Petrosky, aye; Piros, aye; Rowley, aye. **MOTION PASSED**

**OLD BUSINESS:**

**ORDINANCE O-11-18** – An Ordinance authorizing the Mayor to enter into an agreement with Alexander’s Pest Control, Inc. for mosquito control was read and moved for second reading by Councilman Keller and seconded by Councilwoman Fleischer. **ROLL CALL O-11-18** - Edwards, aye; Fleischer, aye; Keller, aye; Moore, aye; Petrosky, aye; Piros, aye; Rowley, aye. **ORDINANCE PASSED SECOND READING**

**ORDINANCE O-12-18** – An Ordinance authorizing the Service Director to rent equipment and purchase materials to seal pavement cracks and joints with a hot applied crack sealant material was read and moved for second reading by Councilman Piros and seconded by Councilman Edwards.

**COUNCILMAN MOORE** - Don, I know you weren’t here last month when this first came up. Is this about the same type of thing we do every year? Nothing more, nothing less?

**SERVICE DIRECTOR WITTMAN** - Correct.

**ROLL CALL O-12-18** - Edwards, aye; Fleischer, aye; Keller, aye; Moore, aye; Petrosky, aye; Piros, aye; Rowley, aye. **ORDINANCE PASSED SECOND READING**

**NEW BUSINESS:**

**RESOLUTION R-13-18** – A Resolution authorizing the Clerk of Council of the City of Cortland to advertise for bids for the 2018 Asphalt Resurfacing Program was read and moved by Councilman Moore and seconded by Councilman Edwards. **ROLL CALL** - Edwards, aye; Fleischer, aye; Keller, aye; Moore, aye; Petrosky, aye; Piros, aye; Rowley, aye. **MOTION PASSED**

**RESOLUTION R-14-18** – A Resolution authorizing the City’s participation in the Treasurer of Ohio’s Online Checkbook Program was read and moved by Councilman Moore and seconded by Councilman Piros.

**COUNCIL PRESIDENT PETROSKY** - This is for the program we had a Work Session about earlier this evening.

**MAYOR WOOFER** - Thank you for coming at 6:00 and listening to Dan Risko, who is the Deputy Administrator for the State of Ohio under Josh Mandel. The program is called Ohio Checkbook. It will bring the city, along with our new software program, into the 21<sup>st</sup> century. Anybody, worldwide, can see how Cortland is spending their money. They can go to [ohiocheckbook.com/cityofcortland](http://ohiocheckbook.com/cityofcortland) and review our expenditures. Should council approve this tonight, I will let Dan know tomorrow and we will be live tomorrow with this. So, any of you and residents of the city can use the software.

**COUNCIL PRESIDENT PETROSKY** - Soon, we will have a button on the website that will take you directly to that checkbook.

**COUNCILMAN MOORE** - But it will only show since January until we add them month by month.

**MAYOR WOOFER** - For the record, it’s only going to show since January because the previous software that we were using is not importable to this particular software. Going forward, we will have a nice program.

**ROLL CALL** - Edwards, aye; Fleischer, aye; Keller, aye; Moore, aye; Petrosky, aye; Piros, aye; Rowley, aye. **MOTION PASSED**

**ORDINANCE O-13-18** – An Ordinance by the Council of the City of Cortland authorizing the Mayor to enter into an agreement for the City’s participation in the Trumbull County Council of Governments was read and moved for first reading by Councilwoman Keller and seconded by Councilman Rowley.

**LAW DIRECTOR WILSON** - One thing to keep in mind on this one is that the initial fee is only \$200. That's the first year fee. It's going to go up based on our census. That will be paid not this year but next year going forward.

**COUNCILMAN MOORE** - But we don't know what that rate is yet.

**COUNCIL PRESIDENT PETROSKY** - Not at this point.

**MAYOR WOOFER** - That hasn't been determined by the Council yet.

**COUNCILMAN MOORE** - But we have the option of withdrawing if we aren't using it or don't agree with it.

**LAW DIRECTOR WILSON** - Correct. If you don't want to pay it in 2019 when the higher fee comes into play, then you don't have to. You can vote it out.

**MAYOR WOOFER** – We are using this as a test this year to see what kind of activity the other municipalities will be using this, along with ourselves. For \$200, I felt it was worth a shot at giving our Dept Heads the opportunity to see if they want to help purchase in some kind of a share to save money or share equipment.

**COUNCILMAN PIROS** - This enrollment fee would terminate Dec. 31 of this year? Is that it? So, we are over a quarter into it.

**MAYOR WOOFER** – Well, it was only formed last week.

**COUNCILMAN PIROS** - They've been talking about it for a while.

**MAYOR WOOFER** – We've been having meetings on this since the middle of last year.

**LAW DIRECTOR WILSON** - Kevin, the way it's written is for 2018 only.

**ROLL CALL O-13-18** - Edwards, aye; Fleischer, aye; Keller, aye; Moore, aye; Petrosky, aye; Piros, aye; Rowley, aye. **ORDINANCE PASSED FIRST READING**

**ORDINANCE O-14-18** – An Ordinance authorizing the Service Director to purchase a new 2018 Jeep Cherokee 4 X 4 Sport Utility Vehicle to be utilized as the Service Director's vehicle from Vision Automotive, LLC was read and moved for first reading by Councilman Rowley and seconded by Councilwoman Fleischer.

**COUNCILMAN PIROS** - Don, this particular Jeep or the package, nobody local is able to help us?

**SERVICE DIRECTOR WITTMAN** - I reached out to Greenwoods to see if they can compete with the state purchasing price and I have not heard back from them.

**COUNCILMAN PIROS** - As long as we reached out. We got no response.

**COUNCIL PRESIDENT PETROSKY** – This is a good price. I think that’s really cool that it has the office package so you can have a mobile office. It’s a pretty cool little vehicle.

**COUNCILMAN MOORE** - Those are options. Did we buy the options?

**SERVICE DIRECTOR WITTMAN** – No, we did not buy any of those options.

**COUNCIL PRESIDENT PETROSKY** – Oh, we didn’t get the mobile office? That’s too bad. That’s really cool.

**COUNCILMAN ROWLEY** – Don, what year vehicle is it replacing and how many miles is on it?

**SERVICE DIRECTOR WITTMAN** – A 2005 Chevy Trailblazer and it has north of 88,000 miles on it. It’s really not the mileage at this point, it’s the reliability.

**COUNCILMAN ROWLEY** – Eventually, you will put that out for sale?

**SERVICE DIRECTOR WITTMAN** – Yes, we will put it on municibid.

**ROLL CALL O-14-18** - Edwards, aye; Fleischer, aye; Keller, aye; Moore, aye; Petrosky, aye; Piros, aye; Rowley, aye. **ORDINANCE PASSED FIRST READING**

**REPORTS:**

**FINANCE DIRECTOR’S REPORT:**

**FINANCE DIRECTOR GIBSON** – As you can see from my monthly report, I went to the payroll training. So, we will be going live the first payroll in May. We just have to enter all the database in there. Also in your packets are the Financial Health Indicators. If you can review them within the next month, maybe in the next month or two we could have a Finance Committee Meeting so we can talk about it a little bit. They don’t come out until after the audits are done. So, we will not get 2017 and 2018 until 2019. It always comes out right after your audit. At least we can look at it and see how we are doing throughout the year. Maybe halfway through 2018 and see where our... Our 2016 is much better than 2015. Let’s hope since we didn’t have to borrow money for the Fire that 2017 will be even better. That’s all I have if you have any questions.

**POLICE CHIEF'S REPORT:**

**POLICE CHIEF ANDREWS** – The Civil Service Test for the Police Chief position was done last Saturday. The scores are in. It is my understanding the Civil Service Board will meet to certify that next week. So, we should have a candidate here pretty soon. Traditionally, what happens is whoever scores the first on that is offered the position by the Mayor. In years past, it's always been accepted. I don't see that would be an exception this time through. Other than that, I believe you have my monthly and I'll answer any questions you have.

**COUNCILMAN ROWLEY** - How many people sat for the test?

**POLICE CHIEF ANDREWS** – Five of our officers.

**COUNCIL PRESIDENT PETROSKY** - Thank you for including this letter from Assistant Prosecutor Becker. It's a commendation for Officers Morris, Weston and Mancini for their fine work in the Austin Burke case. That's the one at Pizza Joes. So, thank you. Please congratulate them.

**POLICE CHIEF ANDREWS** – Sure. Thank you.

**FIRE CHIEF'S REPORT:**

**FIRE CHIEF REA** – As you asked at the last meeting, have I met with Rotary... I met with Rotary that Tuesday. I was indirectly invited to their meeting. They actually accidentally invited Chief Lewis. When we were at an event the day before he said I was invited to this and I don't know why. I said, I know why. So, I got to talk to them and they were very receptive in the project. I had a good meeting Tuesday morning.

I was talking with Mr. Rowley on this side while you guys were doing your thing. We did our training today. The State Fire Marshal's Office rolled out their 2017 Fire code earlier this year in January. Now they are requiring throughout this year to get our training. We did our training today. There are a lot of changes. They don't do this change very often. That's why I don't report on it. This will probably be the only time you will ever hear it out of me. They made a lot of changes to mobile food vendors which affects street fair. So, I'm trying to get out in front of this and let the vendors and Lions Club know what the new requirements are. Some of them are a little out there. I will work with the State Fire Marshal to see if they will relax some of the standards so we can actually have the street fair this year. They've been receptive in some areas.

**COUNCILWOMAN KELLER** - Things like what?

**MAYOR WOOFER** – Yeah, like what?

**FIRE CHIEF REA** – How you store secure locations. Distance between propane tanks.

**MAYOR WOOFER** – Wow. So, what is it?

**FIRE CHIEF REA** – Right now 10 feet.

**MAYOR WOOFER** – That’s what it is right now?

**FIRE CHIEF REA** – Yes, because the new fire code when into effect in January.

**COUNCILWOMAN FLEISCHER** – What was it before?

**FIRE CHIEF REA** – There was none. As long as they were secured properly with chains and they are not going to fall over you are good to go. Now they want them 10 feet apart. How are you going to do that on an 8 foot trailer? There are some things in there that weren’t necessarily thought through.

**COUNCILMAN PIROS** - They didn’t give a time frame for compliance? It’s right now?

**FIRE CHIEF REA** – Yes. That’s the Code. As they bring in the new Code they rescind the old one. So, as of January 1<sup>st</sup>, the old Code has been rescinded. It’s the new Code.

**COUNCILMAN PIROS** - So, they didn’t think about how this would affect literally tens of thousands of vendors overnight.

**FIRE CHIEF REA** – No they didn’t. That is why they’re having to walk back some of the stuff they’ve enacted. I need to see how far they are willing to go. As I told the guy who was teaching, I am disinclined to say we are going to run down the street and shut down the entire street fair. That’s not going to happen. We are going to work with the State Fire Marshal’s Office to get the common sense stuff out to the street fair so their vendors have an idea of what’s going on. So, if you get some high spirited calls from the Lions Club saying what the heck is the Fire Dept doing... We didn’t make the Code, we didn’t write the Code. We are just expected to enforce the Code; and if we don’t enforce the Code it’s not only me personally liable, but it’s the 7 of you and we will drag you along for the fun of it Mr. Mayor.

**(LAUGHTER)**

**LAW DIRECTOR WILSON** - Do you want me to bail everybody out at the one time? How do you suggest we do it?

**(LAUGHTER)**

**FIRE CHIEF REA** – There’re even rules in there on cooking while in motion. I don’t know. I’m not going to chase them down.

**SERVICE DIRECTOR'S REPORT:**

**SERVICE DIRECTOR WITTMAN** – First of all, thank you for the support for purchasing the John Deere mower at the last meeting. I wasn't here. That has been ordered and they are prepping that up and we will be using that here shortly. You have my monthly report as well as my quarterly report. I don't have anything else to add at this time but will entertain any questions that Council may have of me.

**COUNCILMAN MOORE** - Don, I know you started the storm sewer work on Rosewae, the street where I live. Your guys did a great job at keeping that street clean in doing it so I'd like to commend them for their work on it. They haven't done my side of the street so we will see what happens.

**SERVICE DIRECTOR WITTMAN** –The south side presented a clear plan. Your side of the street, because of the depth of the sewer, we are going to be looking at some other options. So, we will be doing some investigating so we may not have to replace that pipe if it's in good shape. On the south side of the street there was not any sewer available. So, that was a no-brainer there to fix that.

**COUNCILMAN MOORE** - Thanks.

**SERVICE DIRECTOR WITTMAN** – Thank you for the accolades.

**MAYOR'S REPORT**

**MAYOR WOOFER** – I don't really have a lot but thank you for the support on Ohio Checkbooks. We will be anxious to see that up and running tomorrow.

Some announcements of upcoming city events:

**Spring Clean Up is April 26th and 27<sup>th</sup>**. Items will be picked up with your regular trash.

**Mosquito Spraying** – Starts next month on May 16th

Also, I'll be speaking to Rotary in the morning following the Chief's footsteps. I'll be thanking them for their support on all the help they have provided to us at Pearl Park, both the restrooms and the Splash Pad, and of course the pickleball courts.

**NO COMMITTEE REPORTS**

**COUNCILMAN PIROS** - With the start of the garage sale season, do we have a notice on the city website about the requirements to have a permit?

**CLERK OF COUNCIL HORN** - Yes. It's under Bulletins on the website. I can put it on the newsflash tomorrow if you'd like.

**COUNCILMAN PIROS** - Yes. I think with the garage sale season starting, sometimes there is a misconception of whether I need or don't need a permit.

**MAYOR WOOFER** - The big garage sale up in your neck of the woods will be May 14<sup>th</sup>?

**POLICE CHIEF ANDREWS** – It’s Friday and Saturday now. I believe they changed it. It used to start Thursday.

**MAYOR WOOFER** - It’s a two day event.

**COUNCILMAN PIROS** - Is it May 12<sup>th</sup>?

**POLICE CHIEF ANDREWS** –The 11<sup>th</sup> or 12<sup>th</sup>. Somewhere around there.

**NO QUESTIONS OF COUNCIL FROM AUDIENCE**

A motion for an Executive Session to include Mayor Woofter, Finance Director Gibson, Service Director Wittman and Council to discuss personnel was made by Councilman Piros and seconded by Councilman Moore. **ROLL CALL** - Edwards, aye; Fleischer, aye; Keller, aye; Moore, aye; Petrosky, aye; Piros, aye; Rowley, aye. **MOTION PASSED**

**Council went into Executive Session at 7:24 p.m.**

**Council Meeting reconvened at 7:31 p.m.**

A motion to adjourn the meeting was made by Councilman Rowley and seconded by Councilman Moore. **ROLL CALL** - Edwards, aye; Fleischer, aye; Keller, aye; Moore, aye; Petrosky, aye; Piros, aye; Rowley, aye. **MOTION PASSED**

**Meeting adjourned at 7:31p.m.**

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**CLERK OF COUNCIL**

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**PRESIDENT OF COUNCIL**