



April 15, 2019

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

The Council of the City of Cortland met in regular session on Monday, April 15, 2019 at 7:00 p.m. at the City Administration Building, 400 N High St, Cortland, Ohio with Council President Deidre Petrosky presiding. Members of Council present were James Edwards, Kathy Fleischer, Patti Keller, Kevin Piros and Scott Rowley; absent was Don Moore. Also present at the meeting were Mayor Woofter, Law Director Wilson, Finance Director Gibson, Police Chief Morris, Fire Chief Rea, Service Director Wittman and Clerk of Council Horn.

A motion to approve Council Minutes from the April 1, 2019 Regular Council Meeting was made by Councilman Edwards and seconded by Councilman Rowley. **ROLL CALL** - Edwards, aye; Fleischer, aye; Keller, abstain; Moore, absent; Petrosky, aye; Piros, aye; Rowley, aye. **MOTION PASSED**

A motion to approve Schedule of Bills to be paid totaling \$ 77,176.55 was made by Councilman Piros and seconded by Councilman Edwards. **ROLL CALL** - Edwards, aye; Fleischer, aye; Keller, aye; Moore, absent; Petrosky, aye; Piros, aye; Rowley, aye. **MOTION PASSED**

**OLD BUSINESS**

**ORDINANCE O-12-19** – An Ordinance amending O-37-16 the purchasing procedures for the Municipality of Cortland, Ohio was read and moved for third and final reading by Councilwoman Keller and seconded by Councilman Rowley. **ROLL CALL ON O-12-19** - Edwards, aye; Fleischer, aye; Keller, aye; Moore, aye; Petrosky, aye; Piros, aye; Rowley, aye. **ORDINANCE PASSED THIRD AND FINAL READING**

**ORDINANCE O-15-19** - An Ordinance authorizing the Fire Chief to purchase eighteen (18) Scott Air-Paks and related equipment from Weathersfield Township through a Multijurisdictional FEMA Aid to Firefighters Grant was read and moved for second reading by Councilman Rowley and seconded by Councilwoman Fleischer. **ROLL CALL ON O-15-19** - Edwards, aye; Fleischer, aye; Keller, aye; Moore, absent; Petrosky, aye; Piros, aye; Rowley, aye. **ORDINANCE PASSED SECOND READING**

**NEW BUSINESS:**

**RESOLUTION R-19-19** – A Resolution authorizing the Finance Director to obtain any and all funds held by the State of Ohio Unclaimed Funds Division was read and moved by Councilman Piros and seconded by Councilman Rowley.

**FINANCE DIRECTOR GIBSON** – The amount in the unclaimed funds is \$50.00.

**LAW DIRECTOR WILSON** - We don't want anyone to get too excited.

**(LAUGHTER)**

**FINANCE DIRECTOR GIBSON** – I will send for that and start the procedures tomorrow. I have all the paperwork. I just needed to get the authorization.



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**LAW DIRECTOR WILSON** - The state wouldn't talk to her until you folks authorized her even though she has the proper title and represents the city. They still need to see a resolution.

**FINANCE DIRECTOR GIBSON** – We will get our \$50.00 back.

**COUNCIL PRESIDENT PETROSKY** - Thank you, Patti.

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

**RESOLUTION R-20-19** – A Resolution authorizing the Clerk of Council of the City of Cortland to advertise for bids for the 2019 Asphalt Resurfacing Program was read and moved by Councilman Rowley and seconded by Councilwoman Fleischer. **ROLL CALL** - Edwards, aye; Fleischer, aye; Keller, aye; Moore, absent; Petrosky, aye; Piros, aye; Rowley, aye. **MOTION PASSED**

**RESOLUTION R-21-19** – A Resolution declaring property within the City of Cortland at 211 Cricket Lane abandoned and presuming it a nuisance and referring the property to the Trumbull County Land Bank was read and moved by Councilman Edwards and seconded by Councilwoman Fleischer.

**SERVICE DIRECTOR WITTMAN** – As you recall, in January, we did four properties that had been non-responsive to Exterior Property Maintenance Codes. Enforcement actions by the city and having discovered that those properties had significant tax delinquencies, we felt it in the best interest of the city to pursue those through the land bank, seeing they had the vehicle for the acquisition and turning that property back over either through a demolition or rehabilitation and resale. That is one of the benefits we have with the Trumbull County Land Bank since we passed the Exterior Property Maintenance Code. We can only go so far when there is an absent land owner. In this situation, we initiated it at the property or 211 Cricket Lane. There was a written complaint about the appearance of the property on March 15<sup>th</sup>. We sent out a notice of a preliminary investigation on March 19<sup>th</sup> and did an investigation to confirm the allegations in the complaint on March 21<sup>st</sup>. Approximately the week of April 1<sup>st</sup>, nothing had been done at the property and had not heard anything from the property owner after notice had been mailed to the last known address. So, abatement orders were issued on this property last week pursuing the Zoning Exterior Property Maintenance Code violation arm. The other tools we will have available to the city are referring it to the Trumbull Neighborhood Partnership, and that was done on March 26<sup>th</sup> in an email upon discovering that there was close to 3 years of taxes unpaid. Also, at our last Planning and Zoning Meeting a resident came in to complain about this property. I was not in attendance at that meeting, but the Mayor went out and took pictures and looked at the property for himself and then contacted the Trumbull County Health District to see if they could declare it unfit. So, we are pursuing this from several avenues so that the property can be put back into a residence or to be torn down as such conditions dictate.

**COUNCIL PRESIDENT PETROSKY** - That's an excellent explanation. Thank you, Don.

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



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**ORDINANCE O-16-19** – An Ordinance amending the contract with Browning Ferris Industries of Ohio, Inc. D.B.A. Republic Services of Youngstown for the removal of refuse from the City of Cortland, Ohio was read and moved for first reading by Councilman Piros and seconded by Councilman Rowley.

**MAYOR WOOFER** – We reviewed this at the previous Tech Review Meeting last month. Tech Review was in favor of extending this contract as discussed at the last council meeting. I interpreted council’s wishes as to go ahead and extend the contract at a \$0.49/base rate per month increase for two years. Hopefully, this will allow time to pass so we can see how we will be charged for recycling in the future. It could either improve or not improve depending on the tariffs between the U.S. and China. By extending the contract for two years, everything that the city currently has at this time will remain the same. There won’t be any changes to the recycling.

**COUNCIL PRESIDENT PETROSKY** - Or any of the other services.

**MAYOR WOOFER** – Right.

**ROLL CALL ON O-16-19** - Edwards, aye; Fleischer, aye; Keller, aye; Moore, absent; Petrosky, aye; Piros, aye; Rowley, aye. **ORDINANCE PASSED FIRST READING**

**REPORTS:**

**FINANCE DEPT REPORT:**

**FINANCE DIRECTOR GIBSON** – You have my report. I’d like to add we received our final payment on the first half of property taxes. So, that’s in receipted.

I have in there the auditors will be in coming in April. They are coming sooner. They are starting tomorrow.

I want to thank you for the support of the purchasing ordinance. I’d be happy to answer any questions.

**POLICE DEPT REPORT:**

**POLICE CHIEF MORRIS** – ICAC (Internet Crimes Against Children) is a northeast Ohio task force. We are going to join that. Officer Bevilaqua will be our representative and be getting free training. She has one coming up. She did very well in that training. The task force offered to pay a full ride for her to go to Georgia for the conference. She’s going to be going to that. So, we will become part of that task force. That will get some pure evil off the streets. When I was an investigator, we actually did some raids here in town and in the county involving that stuff so it will be good to have a representative on that task force.

This will be the last time I talk about this. Office supplies - we’ve now made several purchases and we were doing comparisons. We have saved anywhere between 17% and 54% on the order comparing apples to apples. So, state contract pricing in office supplies is paying off.

We have an electronic finger printing machine that we got for free back in 2016 from the Attorney General’s Office. It has a \$1,500.00 a year fee. We did 15 fingerprints in 2018. This year they sent me a bill for an additional \$1,100.00 because of the Windows 10 issue. So, it was going to cost us \$2,600.00. I spoke to Sheriff Monroe and he is allowing us to book in and book out of the jail so we do have to send a car down to the county but we can send our device back and not have to pay the \$2,600.00. They will process our prisoners and convicts down there and save us that money.



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One of the things Chief Andrews told me I needed to do when I took over was to update our policies. Ohio has the Ohio Collaborative which is a set of standards for policies. 80% of police depts. in Ohio are Ohio Collaborative certified. We are not one of them. This morning I signed with Lexipol, they are a police policy company. The girl worked with me for funding. We will pay a prorated amount this year which will get our policy written. They will have training for officers to keep up with the policy. She gave it to us prorated at \$2,500.00 to start. Every year we pay \$5,000.00. That will allow every officer to have our updated policy on an app on their phone. They will keep the policy updated based on the changes in the laws. It will get us Ohio Collaborative certified. I'm really appreciative of them working with us so we can afford to do this. You will see that coming down the pike here shortly. I will work with Law Director Wilson to make sure we are all good with that.

You have my monthly in your packet. If you have any questions, I'd be happy to answer them.

**COUNCIL PRESIDENT PETROSKY** - I just want to say, we are okay with you reporting cost savings to the city. Feel free to keep bringing those to us.

**FIRE DEPT REPORT:**

**FIRE CHIEF REA** – We did our interviews today for a full time employee. I will talk to the Mayor after council, and hopefully on May 6<sup>th</sup>, we will have someone for you guys to swear in.

Other than that, I don't have anything else to report. You have my monthly report. I'd be happy to answer any questions.

**SERVICE DEPT REPORT:**

**SERVICE DIRECTOR WITTMAN** – You have my monthly report. I don't have any else to add but will entertain any questions council has of me.

**MAYOR WOOFER** - Do you want to make any kind of comment about the East and West Main Street Resurfacing project that's going to start?

**SERVICE DIRECTOR WITTMAN** – The resurfacing of East and West Main Street was let last year. We did have the pre-construction meeting. The tentative start date was to be today. You notice there are a bunch of signs up warning motorists of road construction ahead and pavement crews. That project should be starting here this week. The equipment is over at Willow Park. I did not follow up with the inspector to see why they didn't start today, whether it was because of the storms yesterday and whatnot, I don't know. They should be getting in here this week and start milling the roadway. Chief, did you hear anything from them?

**POLICE CHIEF MORRIS** – They cancelled our officer this morning. They said it was weather related.

**SERVICE DIRECTOR WITTMAN** – Okay. Traffic control will be performed with the assistance of Cortland Police Officers being paid by the contractor.

**MAYOR'S REPORT:**

**MAYOR WOOFER** – Thank you Kathy for bringing in the Trumbull County Tourism Bureau magazine. Everyone has probably gotten a look at it. To announce it publically, this is the first year that the Trumbull County Tourism Bureau has come out with a full size magazine. There are 30,000 of these



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distributed throughout the year along the turnpike, and different visitation areas and businesses and so forth where these can be picked up. Our city ad that I had created is on page 7. This will be the first time we actually advertised the city and it's a great place to live and retire to.

City Offices will be closed this Friday, April 19<sup>th</sup> in observance of Good Friday.

Brush Chipping resumes the week of April 23<sup>rd</sup>. Items will be collected during the week. Make sure your things are out Sunday evening. Pick up is the 4<sup>th</sup> Monday of each month. There are specifics as far as brush length, width, diameter etc. and size of piles. You can go to our city website at cityofcortland.org. under bulletins and the newsflash section. If you don't have access to a computer, call the city and we'd be glad to give you that information over the phone.

The Scrap Tire Program is now through May 3<sup>rd</sup>, Monday through Friday, 8:00 to 3:00 p.m. You can drop it off over at the City Service Garage at Willow Park. You are limited to 8 passenger tires per vehicle. Truck and tractor tires are not accepted.

Spring Clean-Up is schedules for May 2<sup>nd</sup> and May 3<sup>rd</sup>. Put your items out with your normal garbage pickup.

Welcome Packets are now ready to be distributed. Over 50 businesses and organizations have donated items this year. The city appreciates all the support from the community so thank you very much. There is a list of all those who donated on the website as well.

Welcome Lakeview students and the Tribune. You are certainly welcome to come to these meetings anytime, not just when you are told to do so.

We started to look for IT services with a third company. We met with them this past week after my staff meeting on Thursday. They will be reviewing the city computer system, equipment and needs of each of the departments. They will be coming back with a quote for us. That's all I have unless someone has questions of me.

**NO COMMITTEE REPORTS**

**NO QUESTIONS OF COUNCIL FROM AUDIENCE**

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

**Meeting adjourned at 7:21 p.m.**

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**CLERK OF COUNCIL**

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**PRESIDENT OF COUNCIL**