



June 3, 2019

REGULAR COUNCIL MEETING – 7:00 P.M.

The Council of the City of Cortland met in regular session on Monday, June 3, 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, Don Moore, Kevin Piros and Scott Rowley. Also present at the meeting were Mayor Woofter, Law Director Wilson, Finance Director Gibson, Police Chief Morris, Service Director Wittman and Clerk of Council Horn; absent was Fire Chief Rea.

A motion to approve Council Minutes from the May 20, 2019 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 \$ 152,499.67 was made by Councilwoman Keller and seconded by Councilman Rowley. **ROLL CALL** - Edwards, aye; Fleischer, aye; Keller, aye; Moore, aye; Petrosky, aye; Piros, aye; Rowley, aye. **MOTION PASSED**

NO OLD BUSINESS:

NEW BUSINESS:

RESOLUTION R-25-19 - A Resolution accepting the Alternative Tax Budget authorized by the Trumbull County Budget Commission and certifying it to the Trumbull County Auditor was read and moved by Councilman Rowley and seconded by Councilman Moore.

FINANCE DIRECTOR GIBSON – This is our annual budget we do normally in the first of July. I went ahead and got it done ahead of time. Once passed, we will send it over to the auditor.

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

ORDINANCE O-17-19 – An Ordinance authorizing the City of Cortland to enter into a contract with Ronyak Paving Inc. for the 2019 Asphalt Resurfacing Program was read and moved by Councilman Edwards and seconded by Councilman Piros. A motion to suspend the rules was made by Councilman Edwards and seconded by Councilman Piros.

COUNCILMAN MOORE – Don, when we originally did this in December, the Alternate Bid A and B were not part of this. Is that because we had more money available, so we added those?



June 3, 2019

SERVICE DIRECTOR WITTMAN - Back in December, we submitted a funding application to OPWC. What we did in December was just for those roadways. So, that's the base bid. Those roads are going to be funded with up to \$75,000 from OPWC. Prior to 2014, we were doing a lot more roads to go on a 10 year basis. So, with the money we have been receiving from the additional license plate tax as well as money in the M & R we were able to go out and do additional roadways. I consulted with the service dept and that's where we identified additional roads that needed to be resurfaced. We included that into one bid package specification. The only reason we have to keep those separate is because of the funding with the OPWC grant.

COUNCILMAN MOORE – The A and B are all on us.

SERVICE DIRECTOR WITTMAN – Correct. Typically, before our local government funds were taken by the previous administration, we were doing about \$300,000 a year in resurfacing. This gets us back on track.

COUNCILMAN ROWLEY – Does that bring us back to 10 years or are we ahead of that now?

MAYOR WOOFER - Not ahead, but close to it.

SERVICE DIRECTOR WITTMAN - We are good shape, I think.

ROLL CALL ON SUSPENSION OF RULES - Edwards, aye; Fleischer, aye; Keller, aye; Moore, aye; Petrosky, aye; Piros, aye; Rowley, aye. **ROLL CALL ON O-17-19** - Edwards, aye; Fleischer, aye; Keller, aye; Moore, aye; Petrosky, aye; Piros, aye; Rowley, aye. **ORDINANCE PASSED EMERGENCY**

ORDINANCE O-18-19 - An Ordinance authorizing the Mayor to enter an agreement with Executive Computer Management Solutions, Inc. (ECMSI) for internet technology and computer professional consulting services for the City of Cortland was read and moved for first reading by Councilman Moore and seconded by Councilman Rowley.

COUNCIL PRESIDENT PETROSKY - Would you like to say a quick summary for the record?

MAYOR WOOFER – No. I think during our work session they pretty much covered all their bases. I will repeat what I said prior to this meeting. We spent many long hours, weeks and months spending time interviewing companies. In fact, we've been working on this since the first of the year. We are very pleased with the company, the staff and myself. The dept heads went out to their facility and saw firsthand what they have to offer and how they do what they do. We spent with them 2 or 3 different meetings here at the city reviewing things. I feel very confident in ECMSI and their ability to do what we need them to do. I am going to leave our next mayor in very good hands.



June 3, 2019

COUNCILMAN PIROS – We had talked about this, like the Mayor said, previously. Rhonda and others went out and solicited and talked to other communities and got a feel for how much they were spending. Some other the folks were spending on just personnel costs for their infrastructure more than what this is. People are going to see this expenditure, but we had looked at other communities and this is still below even what the personnel cost on some other communities are spending just for the person to support their infrastructure.

MAYOR WOOFER – If we were to hire someone, certainly the cost that would be involved to have a full time person on staff... And having a full time person on staff still will not be able to handle the IT needs that we would have to have, because as they pointed out, one person can't do it all. It's impossible. They have different specialists within their organization that can take care of different aspects of problems that might come up in the city. That's the problem we had previously with the individual we had. I want to point out, and I'm certainly not going to knock the previous individual, he did a great job for us but we were reactive and not proactive. If we had a problem he would come and fix it. As Chief Morris pointed out, he came in a couple months ago and we spent \$2,400 for him to fix the server and then last week it broke down again. It was actually costing us as much or more to have one person do, as you pointed out, on a monthly basis. We will be way better off.

POLICE CHIEF MORRIS – In addition to the outside person we used before, Officer Rice spends a lot of time working on our IT stuff currently that we will now be able to hand over to them (ECMSI). He can be a policeman again.

COUNCILMAN PIROS – With us now taking electronic payments for our utilities, we need this type of security to protect those people's information. This also gives us that ability to instill confidence in our residents.

SERVICE DIRECTOR WITTMAN - This is definitely long overdue and something that we, as dept heads, have been asking for as a managed care services for IT. As you said, it's all reactive. It's all setup and in drivers and there are things that really affect our productivity on a day to day basis. We aren't down for extended periods of time but it makes things cumbersome. It detracts us from going on to and fixing bigger problems when we have to worry about how to feed an envelope to send a letter out; things like that. This way we will have a holistic approach to solving our IT needs. On another point, in the news recently, Baltimore was basically shut down because they were subject to ransomware. Not that someone is going to be looking at the little City of Cortland, but as the copy cats go out there, they will find the easier targets and right now we are a sitting duck.

COUNCILMAN MOORE – Jim, we originally had another vendor that was looking at this and then we went out and got other vendors to look at it as well. How does this compare to what we were originally talking about?



June 3, 2019

MAYOR WOOFER – I don't want to say night and day, because both companies are excellent companies. We are getting a better bang for our buck.

COUNCIL PRESIDENT PETROSKY - Absolutely. I can answer that. On the support contract they are comparable; but on the next ordinance/contract, the equipment, there is a substantial difference, about 50% less. I will make a comment during that ordinance as well.

ROLL CALL ON O-18-19 - Edwards, aye; Fleischer, aye; Keller, aye; Moore, aye; Petrosky, aye; Piros, aye; Rowley, aye. **ORDINANCE PASSED FIRST READING**

MAYOR WOOFER - Thank you, council. I appreciate that. I am speaking on behalf of myself and our dept heads. We are pretty excited about moving forward with this.

ORDINANCE O-19-19 - An Ordinance authorizing the City of Cortland to purchase and install computer equipment and software upgrades from Executive Computer Management Solutions, Inc. (ECMSI) was read and moved for first reading by Councilman Rowley and seconded by Councilman Edwards.

COUNCIL PRESIDENT PETROSKY – The comment I wanted to make is, and we discussed this during the work session, this is a contract not to exceed. So, when I made the comment that it was 50%, it could be more of a savings than that with respect to the other vendor. With the not to exceed, it means when we go to install it they will go to each of the departments to see if there is computer equipment that are usable or upgradeable so there may be additional cost savings there. I think that is a wonderful thing that you guys are willing to do for us as well.

MAYOR WOOFER - I want to point out too that we have gone over the equipment for months with a fine tooth comb, each one of our dept heads, to determine just exactly what it is we do need. The dept heads individually met with not only this company but other companies too so we have a comparison between the two or three individuals, kind of what you were referring to Kevin. We are all very confident with the list of the equipment and it being exactly what we need. If it turns out we can do something better than that, like we don't need that monitor, there could be a savings, but probably not. So, I don't want to mislead you. The \$32,000 in this ordinance is padded up a little bit and we will probably not spend that much, but we will be close to it. We are not going to go out and spend \$32,000 in the next couple weeks. This is going to be a process we do over the next few months. We will probably start with the police dept, especially with the server that broke down this past week.

LAW DIRECTOR WILSON - I had a comment. We were talking about distinctions between this proposal and other proposals that you researched. The other proposals we couldn't ever pin down that the equipment purchase was an eligible purchase through the Ohio Co-Operative Purchasing Program.



June 3, 2019

That's why it is in your ordinance. I tried to write previous ordinances like this but we could never get an assurance that the equipment would have been eligible for that so I couldn't have done that. So, that's another distinction, Don, between some of the other vendors.

COUNCILMAN MOORE – I notice you have 12 different funds. That couldn't have been an easy process.

FINANCE DIRECTOR GIBSON – It took me a while to do it.

COUNCILMAN MOORE – Do you feel pretty confident?

FINANCE DIRECTOR GIBSON – I'm confident. Yes, I did it a couple of times. If you want to look at my copy, there are notes all over it.

MAYOR WOOFER - Thanks for bringing that up. For the record, this is not all coming out of our General Fund. This is coming out of the different depts, out of their own budgets, that they reviewed at the first of the year together which you already approved. In their budgets, we already allocated more than this much money for the potential purchase of the equipment. That's why you see it coming out of the general, new customer, water, sewer, police and fire dept. Each dept will be responsible out of their own budgets for handling the equipment purchases.

COUNCILMAN MOORE – Since it's not going to be all done at once, you'll have more calculations to do.

FINANCE DIRECTOR GIBSON – Oh, yes. We will be doing it per Dept so it will be easier.

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

COUNCIL PRESIDENT PETROSKY - I want to thank everyone who worked on this. I know a great deal of work was put into this not only with the vendor but with our staff, Law Director and Mayor. Again, I appreciate all the work that you put into this to come up with this which I believe is also a good solution.

ORDINANCE O-20-19 - An Ordinance authorizing the Service Director to purchase a 2019 Ford F550 4X4 Pickup Truck with options from Cincy Autos Inc. dba Lebanon Ford was read and moved for first reading by Councilman Moore and seconded by Councilman Piros.

COUNCILMAN PIROS – Don, as with any vehicle purchase, did we solicit anything from local dealers? Did we hear nothing back... or?



June 3, 2019

SERVICE DIRECTOR WITTMAN – We went straight to the state purchasing contract.

COUNCILMAN PIROS – And our local dealerships are not on that?

SERVICE DIRECTOR WITTMAN – Correct. This is a Ford F550 cab and chassis. Basically, it's the cab with the frame. This will be replacing the 2003 F550 truck. Right now, it has the box assembly on it we use for brush chipping during the good weather and then a salt spreader will be put on it for the winter time. In the next ordinance, you will see where we are getting the dump body and all the accessories to outfit it... (Inaudible)... for the winter time. We are going with a tailgate spreader as opposed to the typical hopper which we use. That will allow that to be utilized to carry materials during the winter. Typically, with our dump trucks, when we have the spreader in it, we can't use that for water breaks or getting gravel or whatnot. With this tailgate spreader there is a lever that goes over top of it and if there is no salt in it, we can put excavation materials and whatnot into it. So, eventually we should be able to replace two trucks. We did retain one of the big dump trucks for the purpose of having a water break. So, our 2 new Internationals go out on the main roads to plow and spread salt and then we have a backup International truck right now because it is still in good working condition. We should be able to get rid of 2 trucks after this winter.

COUNCILMAN PIROS – So this 2003 that we are replacing will eventually be up on Muncibid?

SERVICE DIRECTOR WITTMAN – Yes.

COUNCILMAN ROWLEY - Was that 2003 bought new?

SERVICE DIRECTOR WITTMAN – I believe so. It was before my time.

COUNCILMAN ROWLEY – 16 years seems to be pretty good for that vehicle.

SERVICE DIRECTOR WITTMAN – Yes. Initially, when we went into our budgeting, I wasn't sure what type of vehicles we needed. We've done good job of replacing vehicles based on our vehicle replacement program. We got the 2 Internationals, this is probably the next one up. I think it was slated to be replaced in 2023, but we've had some engine issues with it similar to what you typically see with that diesel engine from that era. We put a lot of money into it to keep it running. It's running good now but we want to make sure we have a replacement in place and we are able to get rid of it while it's still functioning and maximize return on it. I expect to get probably \$10,000 out of this 2003 vehicle when we go to sell it.

COUNCILMAN MOORE - I see the dealer quoted some options including the dump body. You opted not to go through them but somebody else?



June 3, 2019

SERVICE DIRECTOR WITTMAN – Yes. Gledhill outfitted the previous 2 Internationals. We've had success with the hydraulics and the plows. We want to keep those same vendors so that when we have to get replacement parts we are working on those same things. They are at the state purchasing price as well.

ROLL CALL ON O-20-19 - Edwards, aye; Fleischer, aye; Keller, aye; Moore, aye; Petrosky, aye; Piro, aye; Rowley, aye. **ORDINANCE PASSED FIRST READING**

ORDINANCE O-21-19 – An Ordinance authorizing the Service Director to purchase a hydraulic system, dump body, snow plow, spreader and accessories for the 2019 Ford F550 4X4 Pickup Truck from The Gledhill Road Machinery Co. was read and moved for first reading by Councilman Edwards and seconded by Councilwoman Fleischer.

SERVICE DIRECTOR WITTMAN – Looking at this quote, the option under the dealer would have been just a plain steel dump body; whereas, we are going with the stainless steel because typically that's what is going to go first. This will improve the longevity of that vehicle by having a stainless steel body especially when we are going to have salt in it.

ROLL CALL ON O-21-19 - Edwards, aye; Fleischer, aye; Keller, aye; Moore, aye; Petrosky, aye; Piro, aye; Rowley, aye. **ORDINANCE PASSED FIRST READING**

REPORTS:

FINANCE DEPT REPORT:

FINANCE DIRECTOR GIBSON – I know its first reading, but for council moving forward on IT services, I'd like to thank you guys. I have nothing else to report, but I'd be happy to answer any questions.

POLICE DEPT REPORT:

POLICE CHIEF MORRIS – I also want to thank you for the IT services and computer equipment. I have nothing for you, but will answer any questions.

FIRE DEPT REPORT:

(FIRE CHIEF REA ABSENT)

FIRE CAPTAIN DALES – I have nothing. The Chief will be back on Friday.

SERVICE DEPT REPORT:



June 3, 2019

SERVICE DIRECTOR WITTMAN – As you noticed the final pavement markings were done on East Main St. I need to call the contractor and find out when they are going to get rid of all the signs - Road Construction Ahead, Grooved Pavement. We haven't had grooved pavement for about a month and an half now. ODOT is closing their books at the end of the month, so we probably won't see any pay requests until July with the start of their new fiscal year. That's all 100% funded. No city funds were used on that project. It was a combination of federal highway and OPWC money.

I am getting close to having a bid package for the Cedar Waterline Project. I'm meeting with the consultant this week. We will probably advertise in July and get that going this year. We will have some other projects going forward. We are waiting to get back a proposal on the resurfacing of St Rt 46 as well as the North Mecca Waterline Replacement Project. All those projects are moving forward. I'm sure you read my monthly report with the updates of the TRC. If you have any questions of the status of the projects, don't hesitate to send me an email or give me a call. Other than that, I don't have anything to report and I will entertain any questions council may have.

MAYOR'S REPORT:

MAYOR WOOFER –

Mosquito Spraying is June 12th and 26th this month.

Brush Chipping will be the week of June 24th.

Cortland Street Fair June 20th – June 22nd.

Everyone has been invited by the Army Corp of Engineers to attend the 75th Anniversary of the Mosquito Creek Lake is Saturday, June 15th from 9 am to 12 pm. Once again, the City of Cortland will have a nice permanent display in their fixtures on the Army Corp of Engineer's property.

On June 30th, we will be at the Veterans Memorial Park for the Four Seasons Gold Star Marker Dedication. Stephanie Canzonetta is here to speak on that in just a minute. I will let her take over if there are no questions of myself.

Stephanie Canzonetta of Four Seasons Garden Club to address Council regarding the Gold Star Marker Dedication on June 30, 2019:

STEPHANIE CANZONETTA – FOUR SEASONS GARDEN CLUB – 303 TOURNAMENT

TRAIL -

STEPHANIE CANZONETTA – I want to thank you for inviting me this evening to talk about our project. We have been working on this since December. We approached the Veterans Committee and talked about putting a Gold Star Memorial. I don't know how familiar you are with the Gold Stars, but you will probably see throughout the state and around there a lot of Blue Star Markers. The Blue Star Markers are meant in honor of the veterans Air Force members who lost their lives in combat. The Gold Star represents the families that have lost loved ones. So, we chose to do that and we went and met with the Veterans Committee and asked their permission to see if we could put it near their Memorial and they were fine with it. Then we met with the Mayor and he said it was fine and then we met with the



June 3, 2019

Parks Board. So, everybody gave us their okay. So, I do have a brochure with information so you can see what it's going to look like.

(PASSED AROUND BROCHURE)

STEPHANIE CANZONETTA – It's this one here. It's a highway marker which means it's going to stand about 7 feet high to the top of the marker. The marker is 30x40. It's very large. Prior to Easter, myself and another member of the committee met with the Mayor, Mr Wittman and some of the gentlemen on the Veterans Committee to make a decision on where the marker was going to go. Originally, I was going to have it to the right of it but it was suggested that wasn't a good location because of the utilities. So, everybody there agreed to putting it not on the memorial itself but in the grass towards the fence. As you are looking at the memorial, slightly to the left of the platform that's going to be there someday, there are two trees. I'm not sure what kind of trees they are but when the bloom they move upwards and not spread out. So, the marker is going to be placed there, right in between those two trees. We sent out invitations out and I don't know if anyone didn't get one but we sent one to everyone here. I so have some extra ones if you need one. We would like for everyone to come. We also sent out invitations to the Trumbull County Commissioners and some of the other political prominent people in the county. An invitation is going out in the Tribune and The Cortland News to invite any families. It's open to the public. We hope to get 100 people for our dedication which is going to be on Sunday, June 30th around 1:30. What is unique about this is, and I did research prior to this because I seen them all over the place, they originated through the National Garden Club throughout the United States. Through this organization is where these markers come from in reference to these types of memorials. So, I had to submit a request, after I got the okay from the city and mayor, it had to go to national, the president, the state and local. Everybody okayed everything. There are so many rules! I just thought they would say, great, we're glad you are doing it! The wonderful thing about this is that our club was honored with a wonderful donation from Mayor Woofert to pay for the marker. It was his personal gift to us which is exciting because it is expensive. We would have had to fund raise for a couple years. He called me the next day after we met, so we were able to move forward. With respect of his wishes, because there was a long lead time of this being built because it is out of bronze, he wanted to get it earlier in late spring early summer, but the best we could do is the Sunday before the 4th of July. I thought that was kind of nice. People should be around with the holiday and we are hoping for good weather. That day, we are going to have the state president here, the local chapter for the state for the Blue/Gold Star Marker is going to be here and speak. We have a lot of people coming here that day. We will invite the newspaper to do an article. We are also inviting the news stations, whoever will come. We are inviting all of them. Through a club I belong to, we do have some connections there, so we should have some air coverage that day. It is going out to the public for anyone to come. I'm hoping we do get some response. Another nice thing, this is a magazine that goes out throughout the United States through the Garden Club. As you can see, there are other cities in Ohio that have done markers. It goes into this. Once ours is done, an article will be written up. A picture will be taken of the marker and will be submitted so everyone will now know where Cortland, Ohio is. It's kind of cool. We will have



June 3, 2019

refreshments afterwards, music, hopefully a color guard to play taps. We will work with the veterans if they will help us on that end of it, to bring in some officers or what have you. We are having clergy there for the dedication too. I'm guessing it will take maybe at the most 2 hours. Afterwards, we are going to erect a tent on the section of the street right in front of the tractor store, Cortland Mower, so everyone can visit and have refreshments. We are really excited and have been working very hard on this. I'm hoping you all can come and if you know of anybody that is a Gold Star Family and has lost a member, please let them know for them to come. We would love to have them. It's been a lot of work but we paced ourselves. The marker is here. It arrived on Friday. I had two people go out and check it out to make sure there was no damage. Part of it had not come today but the pole is supposed to come in this week. In correspondence with Mr Wittman, he is going to have his crew put the pole in the ground for us. Closer to the ceremony, the marker will be attached to it and will be covered because it has to be unveiled.

MAYOR WOOFER – Stephanie, have you done anything with the landscape?

STEPHANIE CANZONETTA – No because it's going in between the 2 trees. Maybe at some point our group might put some greenery, something that will compliment. Our whole purpose for doing this was to compliment the memorial, not to compete with it. That was not our intention. That is why we wanted to have it not within the direct vicinity of it but in the outskirts. So people can go and see it and know that it's there. It's representing everybody. It's kind of exciting and it's going to be covered. Once the marker is put in place I want to keep it covered with something. I don't know what we are going to put over it. That day, we have another cover to go over it that is going to be more decorative. We have some folks, our president of the club will be there to unveil and I'd like to ask the Mayor to join her since it was your generous donation to do that, we would like you to be part of the ceremony at that point to unveil it.

MAYOR WOOFER - Thank you. I'd be glad to.

STEPHANIE CANZONETTA – Thank you very much. We have a wreath one of our ladies is going to make. It's an involved dedication, more than I thought it was going to be. It's exciting to know the history. The Blue Stars have been done since the early 1900's, around the 1930's or so. The Gold Star has only been around for the last couple years. We will be #7 in the State of Ohio to put this in there. Does anyone have any questions? So, I'm hoping you are all available that afternoon. Hopefully, it won't be too hot. We do have a very large tent. We are going to have seating out there and around the tent for the older folks who can't take the heat. You have my address and phone number so you could give us an idea if you plan to come. This way we can make sure we have enough refreshments.

COUNCIL PRESIDENT PETROSKY -Thank you, Stephanie. Thank you for coming and for your research and diligence.



June 3, 2019

STEPHANIE CANZONETTA – Thank you for the opportunity.

COUNCIL PRESIDENT PETROSKY -And thank you, Mayor for your donation. It's an awesome project.

MAYOR WOOFER - You're welcome.

NO COMMITTEE REPORTS

COUNCILMAN ROWLEY – I'd like to thank the police, fire and service departments for rescuing the ducklings in the sewer on my street. It was about 2 or 3 down from where I live. Thanks to all of you for your support.

COUNCILMAN MOORE – Unfortunately, I won't be able to make it. My wife, Debbie, is the past president of the Garden Club. I have been invited to go out with my fighter pilot, son-in-law on an aircraft carrier for that weekend. They are doing a family cruise off Norfolk. He has invited me and I can't say no. So, I'll be honoring our current military at that time. Unfortunately, I won't be there.

STEPHANIE CANZONETTA – Thank you for letting me know.

NO QUESTIONS OF COUNCIL FROM AUDIENCE

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

Meeting adjourned at 7:44 p.m.

CLERK OF COUNCIL

PRESIDENT OF COUNCIL