



June 17, 2019

REGULAR COUNCIL MEETING – 7:00 P.M.

The Council of the City of Cortland met in regular session on Monday, June 17, 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 June 3, 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 \$ 140,178.45 was made by Councilman Piros and seconded by Councilman Edwards. **ROLL CALL** - Edwards, aye; Fleischer, aye; Keller, aye; Moore, aye; Petrosky, aye; Piros, aye; Rowley, aye. **MOTION PASSED**

OLD BUSINESS:

ORDINANCE O-18-19 - An Ordinance authorizing the Mayor to enter an agreement with Executive Computer Management Solutions, Inc. for internet technology and computer professional consulting services for the City of Cortland was read and moved for second reading by Councilman Moore and seconded by Councilwoman Keller. **ROLL CALL ON O-18-19** - Edwards, aye; Fleischer, aye; Keller, aye; Moore, aye; Petrosky, aye; Piros, aye; Rowley, aye. **ORDINANCE PASSED SECOND READING**

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. was read and moved for second reading by Councilman Rowley and seconded by Councilwoman Keller. **ROLL CALL ON O-19-19** - Edwards, aye; Fleischer, aye; Keller, aye; Moore, aye; Petrosky, aye; Piros, aye; Rowley, aye. **ORDINANCE PASSED SECOND READING**

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 second reading by Councilman Rowley and seconded by Councilwoman Fleischer. **ROLL CALL ON O-20-19** - Edwards, aye; Fleischer, aye; Keller, aye; Moore, aye; Petrosky, aye; Piros, aye; Rowley, aye. **ORDINANCE PASSED SECOND 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



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from The Gledhill Road Machinery Co. was read and moved for second reading by Councilman Piros and seconded by Councilwoman Fleischer. **ROLL CALL ON O-21-19** - Edwards, aye; Fleischer, aye; Keller, aye; Moore, aye; Petrosky, aye; Piros, aye; Rowley, aye. **ORDINANCE PASSED SECOND READING**

NEW BUSINESS:

RESOLUTION R-26-19 - A Resolution by the Council of the City of Cortland, Ohio accepting the Final Development Plan of the Bayview Circle Condominium Development as an Integrated Planned Residential Development was read and moved by Councilman Rowley and seconded by Councilwoman Fleischer.

COUNCIL PRESIDENT PETROSKY - Don, you want to tell us what this is?

SERVICE DIRECTOR WITTMAN - This is a development that was approved back in 2000. The sewer and water lines are installed. The developer is starting to proceed with building triplexes there as originally intended back in 2000. In order to build multiple units on a single parcel, it needs to go through as an integrated residential development and we are following that process. It first went to the Planning, Zoning and Building Commission and they are recommending the approval of that final development plan. In that final development plan, we are just looking at the first four of up to eleven triplexes within that area originally scoped for the development.

COUNCILMAN MOORE – Don, where exactly is this?

SERVICE DIRECTOR WITTMAN – It is on Bayview just east of Eagle Point.

COUNCILWOMAN FLEISCHER - Off of Topaz.

SERVICE DIRECTOR WITTMAN – Off of Fowler St. You know the dirt road, unaccepted road, unofficial road, Delbert?

COUNCILMAN MOORE – Yes.

SERVICE DIRECTOR WITTMAN – Fowler to Bayview and it will be right off to your left.

COUNCILMAN MOORE – The street is already in, then?

SERVICE DIRECTOR WITTMAN – Bayview is. Correct. So, this will be for four units that front Bayview.



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COUNCILMAN MOORE - This is Mathews Schools?

SERVICE DIRECTOR WITTMAN – Yes. The reason we are only doing the four instead of the eleven is because there is a two year timeframe that this approval will be good for. So, if he doesn't build those four units within the two years, he will have to go back to the Planning and Zoning Commission to continue it.

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

RESOLUTION R-27-19 - A Resolution authorizing the City of Cortland Fire Department to enter into a Memorandum of Understanding with Fowler Township and invoice Fowler Township for persons transported by the City's Emergency Medical Services was read and moved by Councilman Rowley and seconded by Councilwoman Fleischer.

FIREFIGHTER BREWER – When I talked to the Chief, this hasn't been updated in 5 years.

LAW DIRECTOR WILSON – That's all it is. I worked with the Chief on it. We are just updating so the pricing reflects current status.

COUNCILMAN MOORE - I believe the Chief told us this was coming at the last meeting.

LAW DIRECTOR WILSON – He did. He wanted it on. We knew he was going to be out but he wanted it effective by July 1st so that's why we have it on tonight.

MAYOR WOOFER - You have before you the old ordinance and the new ordinance. You can see the base rate in the old ordinance was \$450 and it's now \$650 for the base rate and then it goes up from there. You have a comparison so you can see for yourself.

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

RESOLUTION R-28-19 - A Resolution authorizing the assessment of unpaid utility charges onto the Trumbull County Real Estate Tax Records was read and moved by Councilwoman Fleischer and seconded by Councilman Piros.

FINANCE DIRECTOR GIBSON - This resolution goes along with Item 7. This is more of a specific property resolution. Patrick will be working on an ordinance that will have three readings. It will not be for a specific property. Once we get so far with utility charges we can assess the property taxes so we



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can get some of these collected before they move out and the property is sold and then we are done. This one we needed to get on the books ASAP, so we did this resolution.

LAW DIRECTOR WILSON – Once we come back to you with an ordinance, that ordinance will go on file with the county auditor. Then, when Patti wants to assess taxes, assess an unpaid utility bill onto the taxes, she'll be able to do that without coming back to you folks. She'll be able to go straight to the auditor. The auditor will have it under our ordinance. This way it will be done more efficiently rather than coming to you with every individual property owner.

MAYOR WOOFER – This particular resolution is specific for a reason that we are involved in at the moment. We have a property on Hillman Dr that has been condemned by the Trumbull County Board of Health. The property owners are in the process of turning this over to a realtor to have the property sold. We realized at the time that we didn't have an ordinance in place allowing us to attach the unpaid water and sewer bills to that property, attach them as a lien. This is giving us the power to do that, specifically for that property. We will come back at the next meeting with a general ordinance that will cover any property, not just this specific one.

COUNCILMAN MOORE - So, the water malfunction was between the house and the street? On their property?

MAYOR WOOFER – The malfunction happened inside the house.

COUNCILMAN PIROS – Almost one million gallons?

MAYOR WOOFER – Yes.

COUNCILMAN PIROS – How does someone not know one million gallons...?

LAW DIRECTOR WILSON – What I will tell you, before most everyone's time on council and when Curt was the Mayor, it happened to us. It was an old retail building on High St. We treated it the same way. So, it does happen, Kevin. I know it's hard to believe in this day and age.

COUNCILMAN PIROS – That's not a leaky toilet.

(INAUDIBLE)

SERVICE DIRECTOR WITTMAN – This was a service line that broke, presumably in the wall, just outside of the wall of the house, which has happened before. However, this particular residence has their meter out at the street; it's called a pit meter. So, because the break happened on the house side of the meter, downstream of the meter, all the water went through the meter; therefore, we have to bill that.



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Other times, if someone has a leaky service line that doesn't get into the house, doesn't go through the meter, that's just unaccounted water loss. In this situation, it went through the meter, she didn't respond and she didn't do anything with it; therefore it shows up as usage.

COUNCILMAN PIROS – Its unfathomable how a million gallons of water can be around your house without...

FINANCE DIRECTOR GIBSON - In a short period of time.

MAYOR WOOFER – I'll show you pictures and then you will understand.

SERVICE DIRECTOR WITTMAN – Part of this we discovered because there was water running down onto High St when they were pumping the basement out. We had discrepancies in the previous reading and this reading and went back out to double check it. I told the guys to see if the meter is running and it was running.

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

ORDINANCE O-22-19 - An Ordinance amending Ordinance O-31-15 establishing the terms of employment for the Part-time Police Officers of the City of Cortland was read and moved for first reading by Councilman Moore and seconded by Councilman Piros.

COUNCILMAN PIROS –Is this introducing some field training program?

POLICE CHIEF MORRIS – If you remember, we used to have a reserve program and that's how most officers were trained. They would come out and volunteer. There were some state laws passed that made having a reserve program almost impossible, not to mention, the difficulties in getting qualified part-time officers anyway. This is going to lower the rate to \$10 per hour while they are in field training. Once they complete it, then they will go up to the \$14 per hour. This is only for people hired after the effective date of this ordinance. So, our current part-time officers in the field training right now, will continue to receive what they are currently making. Also, on holidays, several of our current officers in field training want to come up and work on holidays. By ordinance, we have to pay them double time. So, if they are in field training they will be paid just straight time if they chose to come out on a holiday and work, such as the 4th of July or Memorial Day, something of that nature. This is just to help us through the training process. It doesn't change anything.

COUNCILMAN MORRIS - How long is field training normally?



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POLICE CHIEF MORRIS – It's supposed to take, in theory, if you are a full-time officer, somewhere around 400 to 500 hours. It's a significant amount of time. The problem is because of the high demand for officers nowadays; we've had several part-time officers leave and go to Warren or Niles. They go wherever they can get full-time and they never made it through our field training program before they are gone.

ROLL CALL ON O-22-19 - Edwards, aye; Fleischer, aye; Keller, aye; Moore, aye; Petrosky, aye; Piros, aye; Rowley, aye. **ORDINANCE PASSED FIRST READING**

ORDINANCE O-23-19 - An Ordinance amending Ordinance O-30-15 and establishing the terms of employment for the Part-time Administrative Assistant of the Cortland City Police Department was read and moved for first reading by Councilman Rowley and seconded by Councilman Piros.

POLICE CHIEF MORRIS – Our clerk has been here a little over one year. She does a great job for us. We have not increased the pay for this position since 2015, long before her time. She has 20 years of experience as a dispatcher. She currently works full-time for the Pennsylvania State Police as a dispatcher. She works for us part-time. She lives in town here in Bazetta. She's a huge asset to us so I want to hold on to her and not lose her. This is one way I am hoping to do that.

ROLL CALL ON O-23-19 - Edwards, aye; Fleischer, aye; Keller, aye; Moore, aye; Petrosky, aye; Piros, aye; Rowley, aye. **ORDINANCE PASSED FIRST READING**

A motion to approve write off of outstanding and uncollectable utility account was made by Councilman Moore and seconded by Councilwoman Fleischer.

COUNCIL PRESIDENT PETROSKY - The Finance Director is requesting council's support in writing off the sum of \$6,859.73 as uncollectable.

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

REPORTS:

FINANCE DEPT REPORT:

FINANCE DIRECTOR GIBSON –I'd like to thank you for the support on the resolution and the write off. I will get that going tomorrow so it will go to the county auditor so we can get that assessed to the property taxes. You have my report. I have nothing else to report, but I'd be happy to answer any questions.

POLICE DEPT REPORT:



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POLICE CHIEF MORRIS – You have my report in there. The only other thing is I renegotiated the SRO (School Resource Officer) contract with the schools. Last year we received \$71,000. That was the first month I was here as the Chief of Police. This year I had a chance to reevaluate what it truly costs us and this year we will get \$106,000 for the two officers. It's quite a significant increase, but if you look at the break down of costs they were getting a really good deal before. This will hopefully bring us in line with where most of the other school resource officers are getting paid throughout the community.

LAW DIRECTOR WILSON – Does that now put one in each building?

POLICE CHIEF MORRIS – We do have two officers. Yes. They work close between the two buildings.

LAW DIRECTOR WILSON – Oh, they go back and forth?

POLICE CHIEF MORRIS – Yes. They go back and forth and work between the two buildings.

We did have a part-time field training officer resign before she was done with training. We will stick with the two he have before we look for someone else. I want to get them out of training first.

COUNCILMAN MOORE – On behalf of the Rotary Club, I would like to thank both the police and fire depts for their assistance for the Howl at the Moon 5K Run last Friday night. Everything went off without a hitch. I was standing at the corner of Hillman and Lakeview at 9:40 p.m. and some guy came walking the opposite way and I said, you're going the wrong way, jokingly. He said his wife lost her \$400 necklace while she was running. So, that was the only incident I was aware of. I think I saw something on social media that they were still looking for it.

COUNCILMAN PIROS – It was a tri-pendent of some sort, I think.

COUNCILMAN MOORE – I don't know. It was something she was wearing and it came off. He wasn't too happy, but those things happen. If that's the worst thing that happened that night, I guess we are pretty good.

FIRE DEPT REPORT:
(FIRE CHIEF REA ABSENT)

FIREFIGHTER BREWER – I have nothing to report.

COUNCIL PRESIDENT PETROSKY - Thank you for coming.

SERVICE DEPT REPORT:



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SERVICE DIRECTOR WITTMAN – I do not have anything to report this evening, but will entertain any questions that council may have for me

COUNCILMAN ROWLEY - Any reports of water damage after yesterday?

SERVICE DIRECTOR WITTMAN – No. The phones were relatively quiet.

COUNCIL PRESIDENT PETROSKY - Good.

COUNCILMAN ROWLEY – Excellent.

MAYOR WOOFER - Our storm sewers are doing their job.

MAYOR’S REPORT:

MAYOR WOOFER – The 75th Mosquito Creek Lake celebration was held on Saturday. Thank you to the council members that attended. It was a very nice event. The time capsule was placed in the gate house.

COUNCIL PRESIDENT PETROSKY - The castle.

MAYOR WOOFER – Yes. The City has our magnetic logo in there as part of the capsule and also The Cortland News newspaper was placed in it as well because it had the story on the birthday and how it affected Cortland, and so forth, 75 years ago when the lake was built. So, that was done and I thank everybody that participated in that. We planted a tree. I learned something I had no clue. The Ohio State fruit tree is the pawpaw tree. It produces a fruit the size a little bigger than a pear. The fruit is a cross between a banana and a mango. It has the consistency of a banana. I guess it tastes pretty good. I never had one. As Mayor, I was asked to be one of the people to shovel dirt in the hole when the tree was planted. There were six of us there to do that. I represented the city. They will be planting additional trees around it of different varieties of the pawpaw tree because they need that to cross pollinate for the trees to produce fruit. So, that was fun.

The Cortland Street Fair is this weekend Thursday, the June 20th through Saturday, the June 22nd. Hopefully it will dry out for this weekend. The parade is Saturday, the 22nd at 6:00 so some of the streets will be closed off like we normally do on the city. So, watch out for that.

Brush Chipping will be the week of June 24th. Have your brush and tree limbs out and please know the guidelines. Go on our website or call the city to find out the rules if you don’t know them. Have your things out Sunday night so if we are around Monday morning they will get picked up.

Lastly, on June 30th at 2:00 p.m., we will be at the Veterans Memorial Park for the Four Seasons Gold Star Marker Dedication. It is rain or shine. There will be a tent like it was the last time just in case it rains. There will be dignitaries here. Local politicians have been invited as well as the Gold Star Board of Directors from Connecticut, I think. This will be the 7th Gold Star in the State of Ohio.



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COUNCILMAN MOORE – Jim, you mentioned the street fair this weekend. I have a question for Don. You said you were going to be after the paving contractor to remove the signs on Main Street? I noticed the signs are still up.

MAYOR WOOFER - They are being removed tomorrow, hopefully. If they don't get them removed before the street fair, we, as the city, will get them out of there, at least the ones downtown. There are quite a few signs that have to be removed.

COUNCILMAN MOORE – Thank you.

NO QUESTIONS OF COUNCIL FROM AUDIENCE

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

Meeting adjourned at 7:27 p.m.

CLERK OF COUNCIL

PRESIDENT OF COUNCIL