

Cuyahoga Falls City Council
Minutes of the Finance and Appropriations Committee Meeting

February 6, 2023

Members: Mary Nichols-Rhodes, Chair
Tim Gorbach
Adam Miller

Ms. Nichols-Rhodes called the meeting to order at 6:30 p.m. Mr. Gorbach was absent.

The minutes of the January 3, 2023 Finance Committee Meeting were approved as written.

Legislation Discussed

Temp. Ord. B-1

Temp. Ord. B-2

Temp. Ord. B-3

Discussion:

Temp. Ord. B-1

An ordinance authorizing the Mayor to enter into an agreement to provide dispatch and related safety services to the Village of Boston Heights, and declaring an emergency.

Ms. Janet Ciotola, Law Director, presented Temporary Ordinance B-1 to Council. The Mayor will be authorized to enter into an agreement to provide dispatch and related safety services to the Village of Boston Heights, together with any revisions or amendments approved by the Director of Law and not substantially adverse to the City of Cuyahoga Falls.

Ms. Ciotola stated that this ordinance is similar to the previous ordinance Council passed concerning contracts with Silver Lake and Munroe Falls. The contract will authorize the City to enter into a dispatch service agreement with the Village of Boston Heights that calls for a 3-percent annual increase. Once the Council of Governments (COG) is fully operational, Boston Heights will enter into a separate agreement with the COG.

Ms. Nichols-Rhodes asked if this a one-year contract or three-year contract. Ms. Ciotola stated that it is up to five years to keep it consistent with the others, but it will not go the full five years.

Mr. Miller asked if they have a timeframe for when the COG might be operational. Ms. Ciotola stated that estimates are from 6 months to 18 months.

Mr. Bryan Hoffman, Finance Director, stated that there is a lot of behind-the-scenes work going on performing operational Police, Fire and Dispatch procedures. They will not switch over to the COG until they are absolutely ready and everybody is comfortable. They are working through a number of things and it is hard to put a timeframe on it.

Mayor Walters stated that the build-out should be done by August or September, so the facility should be ready then, but there is still a lot of cross-training going on.

Finance and Appropriations
February 6, 2023 – Page 2

Mr. Miller moved to bring out Temp. Ord. B-1 with a favorable recommendation, second by Ms. Nichols-Rhodes. Motion passed (2-0).

Temp. Ord. B-2

An ordinance authorizing the Director of Finance to enter into a contract or contracts, without competitive bidding, with Storm7 Labs, LLC for the replacement of the City's primary network switch, and declaring an emergency.

Mr. Josh Kington, Director of Information Services, presented Temporary Ordinance B-2 to Council. The City obtained quotes from three different vendors and Storm7 Labs, LLC (Storm7) offered the lowest and best price. Storm7 completed the first phase of this project for the City and therefore has an in-depth knowledge of the City's network.

The Director of Finance will be authorized to enter into a contract or contracts, without competitive bidding, with Storm7 Labs, LLC for the replacement of the City's primary network switch. The Director of Finance will be authorized to make payment for same from Capital Projects Fund, Line Item Capital Outlay.

Mr. Kington stated that the current equipment was purchased in 2016 and is reaching the end of its lifespan. This is core of the City's network infrastructure and is required to be as up to date as possible.

Mr. Miller asked if his department obtained three quotes. Mr. Kington stated that they did.

Mr. Miller moved to bring out Temp. Ord. B-2 with a favorable recommendation, second by Ms. Nichols-Rhodes. Motion passed (2-0).

Temp. Ord. B-3

An ordinance authorizing the Director of Public Service to enter into a contract or contracts with Smart Energy Water for service and support for the Electrical Division electronic work order system, and declaring an emergency.

Mr. Rod Troxell, Electric Superintendent, presented Temporary Ordinance B-3 to Council. The Electrical Division will continue to use the SEW electronic work order database system and will save money by committing to a five-year contract. The Electrical Division will spend up to \$89,250 with SEW divided evenly over the next five years (\$17,850.00/year). The Electrical Division will continue to receive uninterrupted service and support from SEW by entering into a new agreement.

The Director of Public Safety will be authorized to enter into a contract or contracts, with Smart Energy Water for service and support for the Electrical Division electronic work order system. The Director of Finance will be authorized to make payment for same from the Electric Fund, Line Item Other Operations.

Finance and Appropriations
February 6, 2023 – Page 3

Mr. Troxell stated that this legislation will permit the renewal of the software system used by the Electric Department for the last five years. It allows the department to have a paperless work order system and perform more efficiently. The cost of this renewal is \$17,850 a year.

Mr. Balthis asked if everyone in the department is using the new system and if this contract includes training for the employees allowing them to get the most out of the software. Mr. Troxell stated that if the employees need help with the upgrade, the company will provide that. He does not think that will be necessary, as all of the employees are using the system and are quite familiar with it.

Mr. Miller moved to bring out Temp. Ord. B-3 with a favorable recommendation, second by Ms. Nichols-Rhodes. Motion passed (2-0).

The meeting adjourned at 6:39 p.m.