

INFORMATION SYSTEMS COMMITTEE MEETING MINUTES
April 15, 2019

The Information Systems Committee meeting was called to order by Chairperson, Amy Michael at 6:40 P.M. Present were: Rob Kairis, Andrew Kluge, Bruce Ribelin, Paul Moskun, Scott Rainone, Matt Harper and Joe Bica. Also attending the meeting were Mayor Frank Seman; Finance Director, Kimble Cecora; Director of Public Service, Kay Dubinsky; City Engineer, Bob Finney; Police Chief Jeff Wallis; Fire Chief, Geoffrey Cleveland; Larry Silenius of 123 North Walnut Street, Ravenna, Ohio; Clifford Soudil of 434 Woodland Street, Ravenna, Ohio; Dick Bilotto of 333 North Prospect Street, Ravenna, Ohio; Tim Calfee of 910 Murray Avenue, Ravenna, Ohio and ; Greg Francis of 558 Coolman Avenue, Ravenna, Ohio.

Ms. Michael said the first item on the agenda is the issue regarding the City Website.

Mayor Seman said he spoke with Spectrum who made a proposal. The cost of updating the project is \$12,900.00. It does say if the City performs the migration the website cost is \$8,900.00. There is no one on staff who can do that. They want to get this moving. They got the money back from the other company.

Mr. Kairis asked what he is missing. They talked about the ramifications of canceling that contract; they just got the money back? That's it? The time wasted isn't worth anything?

Ms. Michael said she doesn't know where they are going to get with that company. They just want to move forward and get this done because the website has been down for over a year.

Mayor Seman said they probably would have gone ahead and done it rather than any restitution for time delays, etc. and they probably wouldn't have gotten a good product. He didn't think it was a good option.

Ms. Michael said she wants this done and done well. Spectrum has a great history and did a great job with the school system and the administration feels comfortable using them. The money is appropriated.

Mayor Seman said they are going to need a contract. He doesn't want to wait until May 6 to get them moving.

The clerk said they could have a Special Council meeting on April 22 if they have a contract ready by that time.

There being no questions or comments, it was decided by those present that the issue would be acted upon at a Special City Council Meeting on April 22, 2019.

Ms. Michael said the next item on the agenda is the plotter in the Engineering Department.

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Mr. Finney said the lease is up for the plotter, which is a 36" wide printer/scanner/copier. They are having an issue with it. The company doesn't want to fix it because they say it's no longer compatible. They've offered a new lease which will save about \$20.00 a month. The lease provides consumables which is ink and paper. It's metered so they pay how much paper and ink is used. The request to authorize a new contract. It's a newer model and the cost is less.

There being no questions or comments, it was decided by those present that the issue would be referred to the Committee of the Whole for further action.

Ms. Michael said the next item on the agenda is a copier for the Engineering Department.

Mr. Finney said Parks & Recreation moved downstairs today and will operate on the first floor starting tomorrow. They took the copier with them. The machine is based on the Engineering usage and it was recommended they purchase the machine outright.

Mr. Cecora said that this is with Graphic Enterprises. They quoted a Konica Minolta which would be about \$4,700.00 to buy and \$5,600.00 to lease. He would recommend they just buy it outright. It will come out of Capital Improvement Fund and an appropriation will be needed. The purchase will still be covered under maintenance.

There being no questions or comments, it was decided by those present that the issue would be referred to the Committee of the Whole for further action.

Ms. Michael said the next item on the agenda is the electronic sign at the Courthouse.

Mr. Finney said he is requesting to move forward. Print & Sign Express had given a quote last August which was the best quote. They are local and will support it. There are a couple of different options. He's going to ask for updated prices to be sure. The two options is one is radio and the other is WiFi. The WiFi requires cellular service. They can connect for around \$100.00 plus for lifetime cell service. That may be the best option. He'd like to move forward. The total appropriation is about \$14,000.00.

There being no questions or comments, it was decided by those present that the issue would be referred to the Committee of the Whole for further action.

Ms. Michael said the next item on the agenda is a request to discuss livestreaming Council meetings.

The clerk said she's been hearing about it a number of times. After the last meeting, she's not sure it's a great idea because someone could have gotten hurt with all the names and addresses being thrown out. One person was complaining about her not going into all the detail of what that person said at the meeting. There was a reason she didn't put all of that information in the minutes due to the safety concerns of all people concerned.

Mr. Moskun said there could be a delay put on it.

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Mr. Kairis noted that it is a public meeting. If the person wants to come in and attend, they can certainly do that.

The clerk noted if they want to audio from the meeting, she can do that as well. She spoke with Katie about it who was very receptive but they are currently working on a very big project and she probably won't get to it for about three more months. If they would like to do it, she's happy to get the information when it becomes available.

Mr. Ribelin said they have open meetings and if someone is worried about it, they can get up and come on down. This isn't like it's a big city.

Mr. Kluge said he doesn't think it's a bad idea and it can't hurt to look into it.

Mr. Bica said the County used to stream their meetings and removed it. They claim it was a budgetary issue.

Mr. Kluge said he would think it would be a bandwidth issue and whether or not they can actually livestream with the WiFi here. He doesn't know what the speed is but is there enough bandwidth and is it fast enough to handle livestreaming.

Mr. Rainone said he would like to get more information and then they can make an educated decision.

There being no further discussion, the meeting adjourned at 6:53 PM.

ATTEST:

Clerk of Council

Amy Michael, Chairperson
Information Systems Committee