

**REGULAR MEETING OF THE COUNCIL OF THE VILLAGE OF SILVER LAKE**

**Monday, July 19, 2021**

**7:00 p.m.**

The Village of Silver Lake Council met in regular session on Monday, July 19, 2021, at Silver Lake Village Hall, 2961 Kent Road, Silver Lake, Ohio. The meeting was only in-person.

With President of Council William M. Church presiding, the meeting was called to order at 7:00 p.m. Mr. Church led the Pledge of Allegiance.

The following members were present and responded to roll call: Mr. Dann Nivens, Mr. Tim Nichols, Mr. Matthew Plesich, Mr. William Church, Mrs. Therese Dunphy, Mrs. Betsy Meyer, and Mr. Christopher Scott.

Roll call of Council – 7 members present. Absent – None.

Mr. Church: Were there any additions or corrections to the minutes of the July 6<sup>th</sup> Council Meeting? [There being no corrections or additions, the minutes were approved as submitted.]

Mr. Church called for the reading of ordinances and resolutions by Mr. Housley and assigned the committees.

**First Reading:**

**ORDINANCE NO.: 43-2021 AN ORDINANCE TO AMEND APPROPRIATIONS FOR CURRENT EXPENSES AND OTHER EXPENDITURES OF THE VILLAGE OF SILVER LAKE DURING THE FISCAL YEAR ENDING DECEMBER 31, 2021, AND DECLARING AN EMERGENCY. *(Finance & Appropriations)***

**Second Reading: None.**

**Third Reading: None.**

**Comments from the audience: *(3 minutes each)***

**There were none.**

**FINANCE AND APPROPRIATIONS COMMITTEE – MRS. DUNPHY**

ORDINANCE NO.: 43-2021

Mrs. Dunphy: There are several items on here. First, a new EPA permit for \$2,000. Is this related to what we were discussing in past meetings?

Mr. Mark Lipan, Service Director: Partially. The Village has to have its own SWPP for the Service Dept. area.

Mrs. Dunphy: Okay, so it's a stormwater protection permit for that area.

Mr. Lipan: Yes and no. It also has to do with the one from the EPA, the main one.

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Mrs. Dunphy: Okay. The other items are the new managed IT services contract at a \$1,700/mon. rate beginning in August for \$8,500 and new hardware for \$3,950. I'm happy to see this. We've discussed cyber security and liability and I've been concerned, so I'm happy to see this being addressed. I was even happier with the \$1,000/mon. municipal discount. I thought addressing this hole in our Village's skillset was important, and would be much more expensive.

Mr. Housley: It has been. I sought quotes previously, a few years ago. It was higher costs for services that weren't as good as these.

Mr. Nichols: This is \$1,700/mon.? [Mr. Housley confirmed.] We don't have this now? [Mr. Housley confirmed.] Where is their headquarters? [Mr. Housley stated they were in Kent, and worked with other municipalities.] So, they want \$3,900 upfront?

Mr. Housley: No, it's not an upfront fee. That's to replace—they recommended immediately changing our firewall, and this equipment accomplishes that. I think it's a router... That's a perfect example of why we need managed IT services. I'm the one in charge of that, and I do get some annual training on it at my fiscal officers' training/public officials training. There's a lot of new hardware that can block incoming traffic from international sources. They talked about how many of the cyber-attacks came from outside the country, and now there's smart routers that block that if you program them to do so. I can't do that. Even when you look at the backups, getting the right information, so that when you have a failure, you haven't missed something, takes a lot of time. I've been spending time on that. We're beyond needing professional IT services, and you can't beat this price.

Mr. Nichols: I agree with Mr. Housley and Mrs. Dunphy. It's an advisable move.

Mr. Nivens: Are we going to look at different hardware managers, suppliers?

Mr. Housley: Yes. Council has wanted me to evaluate Software Solutions (SSI), and it's been like that for probably 8 years. Every year when SSI annual payment came up, it's been discussed whether we should seek other quotes. SSI has helped us with our networking, and aided us in a reactive way if we have problems. In addition to their software fee, they also charge \$4,500 for hardware maintenance, but that's going away. We've had to pay them for the hardware maintenance for them to diagnose our problems. If we have a computer that fails, they'll remote it and figure out what's wrong. That's going to transfer over to QualityIP. SSI is based in Lebanon, Ohio, so they can't come here themselves and have to contract that out. QualityIP will now become our hardware license manager, and they'll become our hardware manager. They said their goal—they won't be trying to sell us a new computer every year. They will individually diagnose our hardware and make a determination to replace or not, rather than tell us to replace equipment every few years. SSI kind of says every 5 years, "Stuff is getting old, maybe time to replace it." We're going to be saving \$4,500/yr. in hardware maintenance and another \$1,500/yr. in the annual software renewal agreement with SSI. Because about \$1,500 of that SSI bill was networking costs.

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Mr. Nivens: Is QualityIP also going to be administering the police dept.'s firewalls?

Mr. Housley: Yes, if it's not under contract with Cuyahoga Falls in some way. I don't know for certain, Chief Norris might, but there are some technological aspects of the police dept. that are under contract with the Falls. So, QualityIP will reach out to the Falls and be the facilitator on our behalf, instead of Chief Norris and myself. They will respond and report to the Falls on those things. Another great thing is that QualityIP will help us with multi-factor authentication, which Council has been asking for. They'll get it done. This \$3,950 router has been a recommendation for years, and they'll get that done. They'll keep track of our licenses, all our equipment.

Mrs. Dunphy: For our Office 365, they're going to help us leverage that, use that in a more effective way? [Mr. Housley confirmed.] When they talk about things functioning at a 2008 level and describe our tape storage as archaic, that's a pretty good indication that we should do this.

Mr. Nivens: Why was that not addressed before this? It's been 13 years since 2008.

Mr. Housley: Let me make a point before I address that. So, \$4,500 in equipment maintenance costs goes away, \$1,500 in SSI's networking goes away, and \$1,800 offsite backup that we pay to Clearwater Compliance goes away. That's thousands off this price annually. The net-change is probably from \$21,000/yr. to \$14,000/yr.

Our tapes are an alternate backup; you can't have too many backups. For probably 15 years, we've been paying Clearwater Compliance to remotely capture all our information from our server every 15 min. and look for any item that's changed and make note of that change. We've always had an offsite backup, but when we talk about archaic tapes, it's there for a reason. We've used them in the past.

Roll call to suspend the rules:	Yes	7	No	0
Roll call to adopt:	Yes	7	No	0

The payment of claims for July 13, 2021, was approved as distributed.

**REPORTS OF VILLAGE OFFICIALS**

**Mayor Hovey:** We're still waiting on the final engineering plans for Englewood Dr. They've had some hiccups; there was something wrong with a street, so they couldn't complete something. We expect them this week. Once I have the plans, I will meet with Stow's Mayor Pribonic to figure out exactly what their level of participation will be. Then it will come to Council for approval to go forward with the project or not.

**Mr. Robert Heydorn, Village Solicitor:** No report.

**Chief Jamie Norris, Chief of Police:** We're participating with the Cuyahoga Falls Fire Dept. in a National Night Out [a nationwide campaign to foster police-community relations] event on Aug. 3<sup>rd</sup> at the Cuyahoga Falls Natatorium. The county prosecutor's office is also participating. We couldn't do it last week because of the weather.

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Mr. Nivens: Where is the annual report? I didn't get one.

Chief Norris: The annual report is online, on our website. If someone wants a printed report, we'd be happy to accommodate that.

**Mr. Mark Lipan, Service Director:** We completed our yearly water survey, and found that we were losing 27,368 gal. of water/day. They found a watermain break on Fulmer Dr. going directly into the sanitary, and there were no signs; nothing was coming out. The only good thing is that it was a nonmetered part of our system. It's fixed now. There were 4 fire hydrants leaking about 1 gal., and 2 have been fixed already. The other 2 should be done by next week. Still nothing with the Vactor, we picked it up from the repair shop because they couldn't get to it until this week, and I didn't want to be without it. We're taking it back up tomorrow, and they'll fix it.

Mr. Nichols: Those tennis courts look great. I finally got on, and they're really nice.

Mixed discussion occurred about the courts. Mrs. Meyer inquired whether one must be a resident to use the courts, and was answered in the negative.

**Mr. Sean Housley, Clerk-Treasurer:** We've received our May sewage treatment bill. I've never seen Akron be so current. It might be the 34% increase, but they are in a hurry to bill us. The bill is \$32,000, which was about 34% higher than last year's costs. I did send an invoice to Akron within the past 2 weeks for \$22,900. I haven't heard anything back, but I did reach out to them, and they confirmed they received it. The Beacon Journal and Falls Press have had some questions about the invoicing process, so I've been talking to both about that. They picked up on that from our meeting with the third reading of 29-2021 [June 21, 2021].

At the last meeting, I said when I compared now to this time last year, we're about \$150,000 above in our income tax collections. This month we received another settlement of over \$100,000, which was surprising. I would say we're trending toward collecting a couple hundred thousand more than our current budget of \$700,000. I've been meaning to revise it with the county, but I haven't yet. I have to report our revenues to the county, and they must approve them. I've got some American Rescue Plan Act-related monies that I'm going to be receiving that I'll have to submit an amended certificate for. They will get one, and I'll tell Council when I've officially done it. I can't update our books until the county approves the revenues. That's why our income tax still reads \$700,000. It might take 4-8 weeks to do that because I'm looking at a lot of other revenue sources, including our revenues for the enterprise funds. I asked RITA [Regional Income Tax Agency] why our income taxes are higher. They said we have 241 new filers this year. I don't know whether it's because more people are working from home, which I'm sure is part of it, but RITA said that they may be new taxfilers, not new taxpayers. The difference between taxpayer and taxfiler is that all residents are a taxpayer, whether they file taxes or not. So, these could be people who have been living here, but not filing. There's a combination of things happening here. We had an aggressive letter campaign last year for delinquent filers, and more people working from home. So, 241 new filers is approximately 10% of our community. So, the increase is related to more people filing, not people being paid more.

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Mrs. Dunphy: I asked at the last meeting that Council receive copies of the stormwater recommendations. I wanted us to put those on an upcoming agenda before we get into budget season. It would be nice to have some conversations about this to see what we can address.

I wanted to circle back to a few meetings ago. Mr. Housley, you mentioned the funding for Englewood Dr. From the Mayor's report, we might not be there yet, but you mentioned a ballot initiative as an option. I wanted to bring that back around before we ran out of time.

Mr. Lipan: The engineering should be done soon, but they have had some problems.

Mr. Housley: My understanding is this: if Council collectively decides to ask the community to approve a levy of a certain millage to go toward that street, since it's a general government function. We could determine what our debt payments would be in principal and interest if we did have to finance the project, and you could ask for that specific amount. We could estimate what the principal and interest would be using the draft engineering, and ask the community to support a levy for that millage—say \$120,000/yr. for 15 years. The language could be worded that if you're asking for \$120,000, but it turns out to only be \$105,000, the county could adjust the millage down, so the residents won't pay more than what the true principal and interest costs are. If you want to do that, I'm not sure how much time you have left to get it on the ballot.

Mr. Heydorn: Well, 60 days only applies to charter amendments, and is the shortest timeframe. The other timeframes I'm aware of are 75 days before and 90 days before, but I'm not sure which this would be. I bet at least 75 days. So, you have until about the middle of August to put it together, at the very latest. I will check that.

Mr. Housley: If you want to do that, we should have something drafted up, even if you have to hold a special meeting to decide on it. You all could decide to have that drafted up. If you instruct me to draft up legislation, those numbers are going to be better than my examples because the water and sewer funds are going to pay a good portion of that debt. I know the mayor wants to put some money down on it, a large chunk. So, you may only be asking the community for \$40,000. I just need to know if you want some legislation. [Several Councilmembers said yes, and none objected.] Okay, I will work on that.

Mr. Nichols: I just have a brief announcement. I will not be running for re-election this fall. My reasons are personal, but my schedule is a bit packed. I've enjoyed the experience and working with members of the Administration and my fellow Councilmembers. Everyone is highly competent and very invested, and made this worthwhile. I'd like to encourage people to run.


There being no further questions or comments, Council adjourned at 7:35 p.m., until the next regular Council Meeting on Monday, August 2, 2021, at 7:00 p.m.

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Monday, July 19, 2021

7:00 p.m.

APPROVED:

  
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William M. Church, President of Council

ATTEST:

  
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Sean M. Housley, CPA  
Clerk-Treasurer  
prepared by: Kathryn Kleinhans, Assistant to the Clerk-Treasurer