

## Regular/Public

June 1, 2015

Council President Baker called the meeting to order and offered the prayer. The Pledge was recited by all.

Roll call: Wilson, Vance, Hamsher, Aspiras, Corfman and Lorson were present. Excused: Shupp

Vance moved to approve the minutes of the last regular meeting May 18, 2015; Wilson seconded. Roll call vote; all yeas; motion carried.

**Public Comment:** None

### **Standing Committee Reports:**

No report for Utilities, Parks & Recreation, Transportation, Planning, Ordinance & Personnel

Finance – Aspiras – Thank you, Mr. President. Director Strimlan has passed around the 2016 budget calendar so all of council members should have a copy of that. Basically the directors and the boards have their opportunity to present their budget and on June 12<sup>th</sup> the budget should be to all of Council. And then just three days later we will have our first reading on June 15<sup>th</sup> along with a public hearing. And then that will be at our regular council meeting. And then on June 22<sup>nd</sup> we'll have second reading and a special meeting of Council and workshop that will immediately follow the Utility Board. And then third reading will be up for July 6<sup>th</sup> and that's at our regular council meeting. So I would make a motion to approve and accept the 2016 Budget Calendar. Corfman seconded; roll call vote; all yeas; motion carried.

Health & Safety – Vance – Thank you, Mr. President. Mr. Aspiras said we're going to meet on 6/22 for Finance committee meeting. I would also like to gather the Health & Safety committee that same evening. So we're hoping to get through the Finance Committee meeting in perhaps an half an hour or so and then we'll also meet with the Health and Safety Committee to discuss the regional dispatch center proposal. We have been diligent through this process to maintain good communication between the Administration and Council. We've already met on this once and we'd like to meet again to just be brought up to speed on what everybody has learned. I know a lot of us have been researching this idea and so just bringing people in to tell us what they know and just help us to become as informed as possible about this issue. So this is simply another meeting to gather additional information. That will be right after the Finance Committee meeting.

Wheeler: We will also have a bit of that meeting for the Ash Garden update which will just be brief.

Vance: Just officially for the record I have to announce the purpose of the meeting so it will be to discuss the regional dispatch center and also to discuss the ash garden in a related subject. I'm sure they are related somehow but anyway the same department handles both ironically. That will be on 6/22 after the Finance committee meeting.

**Special Committee Reports:** None

### **Administrative Reports:**

Mayor Handwerk: Yes, thank you, Mr. President. I would like to just first of all congratulate the Orrville girls track team with the number of athletes they're sending to the State track meet. Again quite an accomplishment as they did last year also and hopefully they'll have good success down there this week. Reading the paper I know they've got something they need to prove with the 4x4 relay and hopefully they'll go down there and leave no doubts for people after the re-run mess that they had last week. So congratulations to those athletes. Also, I was gone most of this week out of town and asked our police to do a vacation watch of our house and I certainly appreciate what they do, but they did miss one thing. I came home and found that a rabbit had decided to dig a hole right in the middle of my front yard while we were gone. So I have to get after that rascal.

Baker: I don't think they're allowed to shoot rabbits when they're out of season.

Mayor: No, I wouldn't want him to shoot him. Just maybe shoo him away. He was probably pretty sneaky about it, I think. That's all I have. Thank you.

Safety Service Director Wheeler: Thank you, Mr. President. Orr Pool did open up Friday to a nice crowd. Unfortunately the weather hasn't cooperated much since. But hopefully it will clear up for us. High Street extension project has begun. Thus far the contractors have been working on clearing trees on the east end of that project so you probably haven't seen them out and about but they are out working. The Orrville Firefighters Association is having a softball tournament called the Fire Alarm Classic. I believe this is the fourth year for that, like third or fourth year. It's June 19-June 21<sup>st</sup>. You'll see lots of activity out at the Orr Park fields. And also the July 4<sup>th</sup> festival dates, for those of you that are asking, or would like to know, parade is Tuesday, June 30 at 7 PM. The carnival is of course June 30-July 4<sup>th</sup>. The Fire in the Sky softball tournament is July 1-July 4<sup>th</sup>. And the fireworks which is what everyone is really most interested is July 4<sup>th</sup> at 10:15 PM. And that's my report for tonight.

Utility Director Brediger: Thank you, Mr. President. I just have a few departmental updates. The Utilities did submit some comments to the EPA's greenhouse gas rule, this is the rule otherwise known as the Clean Power Plan, last week. There have been a number of comments that have been submitted on that plan and one of the arms of the Federal government, the Energy Information Administration released a report here recently on some of the impacts of that proposed plan and they're indicating that if that plan goes through the way it's submitted or being

## Regular/Public

June 1, 2015

proposed that it will shut down more than double the number of coal plants that were originally being forced to shut down by 2020. They made a projection on prices being close to 6% higher through that period and 3-4% higher in 2030 annually going forward. And those costs exclude some of the high transmission costs that we currently pay for electricity and any other EPA rules that come out against the folks that are burning that fuel going forward. So hold on to your rate books. A bit of good news, we petitioned Ohio EPA to extend some deadlines to deal with our current compliance in the EPA Boiler MACT rule by year, we have until January 31, of 2017, to effect some changes at the plant to deal with that. And that rule will be coordinated with some of our ongoing discussions that we have with the EPA currently. Last week the board took a look at a proposed solar project that our state association AMP is looking at. Utility Board will be discussing their interest in this energy option during the month of June and probably July. AMP is looking at developing roughly 60 MW of solar in several communities and 60 MW is the size of our plant so that's a lot of glass. They're looking at a couple of different business models. One would be an energy project somewhere like the other energy projects that we're involved in where several communities get together and develop these projects in multiple cities and share in the ownership of that. Or the other business model is what they call a community solar project where the community, host community, would actually own that project and take ownership and control on that. One of the nice things about the community solar concept is individuals, businesses, residents, things along that line, can own pieces of that project. So it does help offset some of the cost and the high expense of individual rooftop mounted units or individual solar projects that some people have been looking at and still enjoying kind of the economies of scale on that. So the board will be looking at that and just seeing how all that may fit into our energy matrix going forward. From the Water Department, the Water Department will begin flushing fire hydrants during the month of June. The hydrants will be flushed between the hours of 7 and 4 p.m. Hydrant flushing may cause fluctuations in pressure and may also cause the water to become cloudy at times. The water should clear up after a short period of time. If your water's cloudy we recommend that you do not do laundry until the water clears up. And if you have any questions please call the Water Department at same area code 684-5130. Wastewater Department, as you're aware, we're doing some significant upgrades to comply with some EPA compliance matters there that plant construction work being performed by Bogner is progressing real well. They're a little bit ahead of schedule right now. Under the miscellaneous department, I did hand out some handouts from the AMP OMEA Legislative Day. Mayor Handwerk and I attended that event about a week and a half ago. OMEA is tracking about 34 bills down on the Statehouse for us, received some updates on the State budget and there weren't any major provisions impacting at least the electric side of our business. And they did not go after any interest in repealing the kWh tax for us. So those were two good pieces of news that we did receive from that meeting as well as just recognizing the fact of that agency and the work that they do from a lobbying and following of the bills at the Statehouse. That is something that we don't have the resources to do back home and AMP does an excellent job for us on that. As soon as they find something that has some particular interest to that, they alert myself or the Mayor and then we can spring into action from that. Otherwise we're not spending our time following the dozens of bills that get turned out that really don't have any traction at any given time. The Utility Board last week did pass a resolution approving the purchase of the financial software that's on our agenda tonight as an ordinance that I'm sure Ms. Strimlan will be speaking more about. Bloomin' Orrville, you may have noticed that the flower baskets are back. We hung 288 flower baskets in the downtown district. And just a reminder for the folks that the Bloomin' Orrville program is coordinated by the Orrville Area Development Foundation and is dependent on raising roughly \$20,000 each year to fund that program. And Director Strimlan and Mike Hedberg took over this program from Main Street Orrville a couple year ago and we've been in the black every year since then. In addition to the monetary donations, Bloomin' Orrville would not be possible without the help from the following groups of individuals, and I'm taking this right from a Chamber of Commerce note that came out a couple hours ago: Orrville High School Seniors, they attached the chains to the baskets so they could be hung as one of their senior day of service projects just before they graduated; Orrville Utilities Distribution crew hung all the baskets on all the light poles, probably did that in less than an hour and a half; Orrville Fire Fighters Association for weeding and spreading mulch at Cornerstone Park; and thanks to Mayor Handwerk for ordering the mulch and being there when it was delivered, so that must have been important; and lastly to the planter parents who adopted the 33 street planters for the season. These planter parents are responsible for selecting the flowers and plants, planting and keeping a watchful eye on the planters all season long. So I do want to thank all the sponsors and all the individuals who have participated in that program over the past couple years and it's never too late to donate. And again I want to thank Janet and Mike. They do a great job on that and give those things a few weeks until they start poofing out on us there and they'll look real nice. So I'll leave my horticulture and go back into the electric utility and wrap up my comments for tonight. Thanks.

Hamsher: Mr. Brediger, when they flush the hydrants I shouldn't wash my clothes but can I drink the water?

Brediger: Yes. It will just be cloudy.

Finance Director Strimlan: Thank you, Mr. President. As Mr. Aspiras mentioned we are in the middle of our budgeting process. The utility board committees will be meeting this week. Your budget books will be delivered next Friday. We'll have our first reading and a public hearing on the 15<sup>th</sup> and a workshop on the 22<sup>nd</sup>. Those dates and times are necessary to have everything completed and returned to the County in a timely fashion. If you have any questions once you receive your book or prior to that, feel free to give me a call. We can review those prior to the workshop. I'd also just like to echo the utility director's comments about the beautiful flower baskets and the

## Regular/Public

June 1, 2015

help we received from the distribution department and the high school in getting those set up. As you know the City, the Utilities and the Chamber all combine forces to make that program happen but it wouldn't be possible without all the donations that we receive and we really appreciate the continued support in the program. We had a lot of nice feedback on those baskets. I did deliver the Fund Balance Report this evening. And I would ask for a motion to approve that report subject to audit. Aspiras motioned; Corfman seconded; roll call vote; all yeas; motion carried.

Law Director Kirkbride: Thank you, Mr. President. I have no report this evening.

Council President Baker: I also have no report this evening. We have no old business on our agenda but we do have new business. Mr. Lorson.

### **New Business:**

Lorson moved that Ordinance E-15 be placed on first reading. Vance seconded. Roll call vote; all yeas; motion carried. **ORDINANCE NO. E-15**, An Ordinance authorizing the Utility Board of Control and the Board of Control for the City of Orrville, Ohio, to enter into a contract and/or contracts for ERP accounting software, hardware, data conversion and training for the Utilities Department and the general government and declaring an emergency.

Baker: Thank you. Who would like to speak to this?

Strimlan: I will, Mr. President. Thank you. I just wanted to remind everyone that this legislation does wrap up about an 18-month process of assessing our current financial system software and also evaluating new systems. We did a formal presentation for City Council as well as the Utility Board on the 18<sup>th</sup> where we outlined for you our current situation, the scope of the project, our functionality requirements of an ERP system, the methodology we used in the selection process, our RFP process, we went over the vendor demonstrations, we also made some recommendations and we talked about the investment required for the ERP system. Just so that the public can be aware, I'll give you a brief overview of that workshop. The City of Orrville, we currently use three main software systems to perform our financial management, our inventory and our work order management, and also our utility billing package. The software systems are functional today but they operate in code that was written quite some time ago and the systems have not been updated regularly. In some cases, the current systems do not have functionality to provide data and in many cases it can't provide the data in a timely and efficient manner. Also since our systems are not fully integrated, we do have to manually prepare data to complete a lot of our processes to gain any additional information and to create reports; it's a manual process. The lack of functionality within the system and the integration makes our processes inefficient and it can lead to financial risks which we've discussed. The software systems and hardware that are presently in use are antiquated. Some of the vendors have stopped providing support. Others have said they will discontinue their support coming up this summer and some provide very limited support for us. When you look at the availability and the quality of systems that are designed for the public sector, there'd be significant costs associated with us upgrading our current packages. We also still would have the risk and the inefficiencies that are inherent in systems that are not integrated. So it was decided it would be best for us to pursue a complete system replacement that we can integrate all across the City and the Utilities. After reaching that conclusion we started to do some internal assessments with all of our employees. We did questionnaires. We did interviews so that we could develop a list of functionality requirements. So after that process in September of 2014, the City issued a very detailed RFP for an ERP system. It cited over 1,100 questions and requirements that the City needed to become fully integrated. The RFP was developed with representatives from every department as well as some external consultants. Ten potential vendors were considered. Ultimately six vendors received the RFP and three responded to that. The RFP responses were then evaluated, they were scored both internally and externally. The scoring process utilized some company background information, their experience, their solution for our functionality requirements, hardware, implementation costs, training, on-going support, they also provided vendor references and we used the total investment also as our scoring criteria. After we evaluated all of the RFP's, we choose to bring two vendors in for in-depth scripted demonstrations so they could show us exactly what we wanted to see. The vendors presented over a two-day period. We had 54 employees or stakeholders that were involved in the process. We also had additional webinars after the on-site demonstrations so that we could take a more in depth look at some of the functional areas. If we implement the new ERP system, we can expect to gain some efficiencies in having that single software system on a single database that we can all access. We also reduce our risk by eliminating the need for manual interfaces between those critical areas. The new systems will be user friendly. They'll have a familiar end user interface. We also will provide customer and employee portals that are more easy to access and easier for us to maintain. We'll also have some really great reporting tools for the staff and anyone that has a non-technical background. It has, the systems have robust work flow processes and it also has a very robust content management system so we'll be able to easily retrieve electronic copies of all of our data whether it's a purchase order, an invoice, or a payment, check copy or an ACH. Also required with the ERP system, our IT staff will need to purchase hardware for the new system as well as bring our systems up to speed for disaster recovery requirements, some things that were exposed during a recent IT audit. Just to let you know, the 2014 and '15 budget contained \$1,050,000 for this purchase. Our initial estimates are coming in about 19% lower than that. We have built in some contingencies though and the negotiations aren't yet complete. So in conclusion just as we had mentioned during the workshop, we are recommending a specific vendor, Harris NorthStar, as the best qualified vendor to provide the ERP system

Regular/Public

June 1, 2015

that can reach across all of our city areas. They do specialize in software design for the public sector. The legislation that you have doesn't need to be passed this evening but the sooner we can pass that we can start these negotiations and begin the implementation phase which we'd like to have completed before a new auditing, or partially completed before a new auditing season begins. If you have any questions or would like to review any of the documentation, again I encourage you to give me a call and we can meet and we can go through it. It's pretty extensive but you're more than welcome to review that. That's all I have.

Baker: Anyone? Yes, sir.

Corfman: Thank you, Mr. President. Mrs. Strimlan's presentation that we got a couple weeks ago and tonight's statement it proves that this is well thought out and the City has done due diligence on this. This is a perfect down time to get it implemented before audit season starts. And I'd like to, I'd like to see us pass this pass tonight. I don't mean that statement to end all discussion but there is a time when government does have to move at the speed of business and tonight would be one of those times. Thank you.

Baker: Anyone else have comments?

Lorson: I'd like to add that I was really very impressed by Director Strimlan's methodology and the thoroughness with which this was approached is just amazing. You know, the consideration of those ten different vendors and then whittling it down to the vendors who met our requirements took a long, long time. And I think that we'll gain quite a bit from this. I'm sure it seems like a lot of money but it's a very wise investment and I think one of the things that jumped out at me was the idea that in real-time people will be able to see exactly how much money is in their account, and whether or not things can be spent on certain items, reports can be generated for Paul at any given time. It's just really a fantastic way of doing business. I was really impressed with the thought that went into this. Thank you.

Baker: Anyone else? Mr. Vance.

Vance: I just wanted to add my thanks too just for all the people that put all their time in, all the employees and the staff. There's just a tremendous amount of time that went into this and just a large expenditure of tax payer dollars and I think that we can have the assurance that this has been very well thought through and a good decision. I think our current system was 15 years old and had a lot of inefficiency in it, a lot of manual entry. So I think our citizens can know that our government will be more efficient, more accurate, and be able to get its work done in a much better manner than before because of this expenditure. So I just want to thank everybody for all their time especially in all of that. Thank you.

Baker: Anyone else? Yes, sir.

Corfman: I want to just add to some of that, those of us, several of us have been in businesses, even know this does sound like a lot of money. This is actually a modest price compared to some private industry systems. And we also know that the work is just beginning for the City. We start implementing it, now the real grunt work starts. Just a little addition. Thank you.

Baker: Anyone else?

Lorson moved that the rules, regulations, and statutes requiring the reading of an ordinance on three separate days be suspended. Hamsher seconded. Roll call vote; all yeas; motion carried.

Lorson moved that Ordinance E-15 be adopted as read. Corfman seconded. Roll call vote; all yeas; motion carried.

Baker: It passes. That's the only item that was on our agenda for this evening. We'll move on. Anyone have any comments for the good of the order this evening? No. We have one item left.

Corfman moved to adjourn the council meeting and Aspiras seconded. Roll call vote; all yeas; motion carried. Council was adjourned 8:00 PM.

---

Jeanne Feudo, Clerk of Council

---

Date

---

Lyle Baker, President of Council