

CALL TO ORDER:

Mayor Leeming, called the Regular City Council Meeting to order at 7:00 p.m. She led the pledge of allegiance.

ROLL CALL:

Council Members Present: Matt Cooper, Denise Donohue, Dave Hunsaker, Trevor VanDyke, and Frank Waters

Excused: Jennifer Whitman

STAFF:

Daniel Coss, Lisa Grysen, Bruce Ferguson, and Brian Goodenough, City Attorney

AUDIENCE:

None

AGENDA:

Motion by VanDyke, seconded by Waters and carried by unanimous vote of the Council that **the agenda be approved as presented.**

APPROVAL OF MINUTES:

Motion by Cooper, seconded by Donohue and carried by unanimous vote of the Council **to approve the minutes from the November 8, 2021 Regular City Council Meeting as presented.**

PUBLIC COMMENT:

None

CITY ADMINISTRATORS REPORT:

SCHOOL ZONE FLASHING LIGHTS HERBISON ROAD

The signage is up, and the Road Commission is working on programming and getting them active for the appropriate times during the school day.

FORMER PHARMACY BUILDING

There appears to be a sale of the former Pharmacy Building. The City received a FOIA request from an environmental firm conducting a Phase I evaluation of the property, which typically means a lender is requesting that information as a part of ownership transfer. As more details become available, I will keep City Council informed.

2021 LEAF COLLECTION

Curbside leaf collection continues and the DPW will be running both leaf machines, with two leaf crews starting the week of November 22. Both crews will run until the end of November.

PARKS COMMISSION FINAL REPORT

The Parks, Recreation, Cemetery and Tree Commission finalized the Parks Assessment Report at their Special Meeting on November 17. The commission approved the report and authorized the

final report to be presented to City Council on December 13. All members of the Parks Commission are expected to be in attendance to give the presentation.

GENERAL INFORMATION PACKET

The additional communications included in the General Information Packet are:

- General Ledger Distribution Report 11/05 - 11/18
- Comcast Communication
- DAESA Meeting Minutes from October 21, 2021

OLD BUSINESS:

None

NEW BUSINESS:

1. IT Right Proposal for Technology Services:

The City of DeWitt has been with IT Right since 2005 for technology services. IT Right assisted with design and set-up of the new City Hall and are the current IT services contractor for the DDA and DAESA.

IT Right is proposing a three (3) year rate locked contract for \$12,000 per year through 2024. The City has 20 end-point users (computers and servers) that are maintained by IT Right. The services include cyber security training, off-site remote backup, anti-virus and anti-ransomware protection and server monitoring. City Council was provided with a copy the proposed contract for their review.

The proposed flat rate contract equates to \$50 per month per end-point user. The industry standard is \$100 per month per end-point user, which was obtained from Sentinel Technologies and Global Solutions Group.

City Council was provided with an itemized list of the work IT Right has done year-to-date, 138.05 hours at \$150/hour equates to \$20,707 year-to-date.

The City currently operates on a flat-rate contract for \$6,000 per year with IT Right.

Motion by Hunsaker, seconded by VanDyke and carried by unanimous vote of the Council **to approve a three (3) year rate-lock contract with IT Right for an amount not-to-exceed \$12,000 per year for a total of \$36,000.00 through 2024 effective January 1, 2022.**

2. LED Electric Sign Replacement:

The current budget includes \$10,000 for a replacement LED sign at a location to be determined.

The DeWitt Public Schools existing LED sign recently failed and cannot be repaired due to the age of the sign, so they will be replacing the current sign. The School has proposed moving the sign closer (east) to the entrance to the campus on Herbison Road.

The School has expressed interest in partnering with the City on a replacement sign, which would for the City to have access to programing messages on the sign.

If there is interest in pursuing a cooperative agreement with the schools on a replacement LED electronic sign, additional details could be gathered and brought back to City Council.

Discussion Only

COUNCIL STAFF REPORTS:

City Attorney:

- Nothing to report

City Clerk-Treasurer:

- Winter Tax Bills are being mailed this week
- Clinton County Cares Coalition is asking for copies of the petitions turned in. As of this date no FOIA has been received

DARA:

- No Meeting

DAESA:

- Still having staffing issues
- Discussion on the struggle with the role of the administration vs the board
- Santa delivery will go on this year as usual but will be discussed in the summer in regards to it continuing

DDA:

- Making the DDA Coordinator position full-time

Planning:

- Continued working on the master plan
- Still hoping for a joint meeting with City Council and DDA

Parks:

- Parks inventory report will be presented to City Council on December 13

Police Chief:

- Helping with the Turkey Trot
- Session 9 of Crisis Intervention is complete

Miscellaneous:

- Memorial Building is for sale
- Free Press article on EMS Services will be email out
- Discussion on Ox Roast

ADJOURNMENT:

Motion by VanDyke, seconded by Cooper and carried by unanimous vote of the Council that **the meeting be adjourned at 7:52 p.m.**

Respectfully submitted,

Lisa M. Grysen
City Clerk-Treasurer

Susan J. Leeming
Mayor