



# City of Gahanna

200 South Hamilton Road  
Gahanna, Ohio 43230

## Meeting Minutes Committee of the Whole

*Stephen A. Renner, Vice President, Chair*

*Brian Metzbower, President*

*Jamie Leeseberg*

*Karen J. Angelou*

*Brian D. Larick*

*Nancy R. McGregor*

*Michael Schnetzer*

*April Beggerow, CMC, Clerk of Council*

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Monday, September 23, 2019

7:00 PM

Council Committee Room

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### A. CALL TO ORDER

The Committee of the Whole was called to order at 7:00p.m. by Chair, Vice President of Council Stephen Renner.

[2019-0135](#)

PRESENTATION: Dr. Kersin Carr, MORPC, Transportation Safety Plan

Presentation by Dr. Kerstin Carr of MORPC, attached to these minutes.

### B. ITEM FROM THE CLERK OF COUNCIL

[ORD-0098-2019](#)

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT FOR THE PURCHASE OF CONTENT CENTRAL, AND RELATED SERVICES

Mrs. Beggerow presented a request to purchase Content Central, a new records management program that is cloud based. Highlights of the program are a public portal option that will allow an unlimited number of public users to request public records directly vs. performing a records request to a staff member. It will house all archived records for Council and boards/commissions which are part of the Council office from 1849 forward and will house other departments' permanent/long terms archived records.

Mr. Renner asked if there was a massive digitization.

Mrs. Beggerow replied that the information is already digital, this is a migration from one provider to the new provider.

Mr. Larick asked if this was a per year cost.

Mrs. Beggerow replied that the per year cost is approximately \$4800

which is currently what we pay our current vendor. The initial investment covers data migration and purchase of the product. The intent was to terminate the agreement with our current vendor in July of 2020 once the new program is in place and active.

Mr. Larick asked if Intelliview was on our server, our storage and if there was any plan for any backlog to be scanned.

Mrs. Beggerow replied that she was unsure that there was any significant backlog left.

Mr. Ewald said that anything that was microfilm was digitized and is on Intelliview.

Mr. Larick asked if the backlog had been completed.

Mr. Ewald said he would confirm with the Records Manager.

Mrs. Angelou asked if that was the purpose of this program.

Mr. Ewald replied that the original historical documents that are paper will be retained, but will be digitized so it can be opened up to the public so it can be accessed.

Mrs. Beggerow said that if there are any other documents that need to be digitize, this can be handled in house.

Mr. Leeseberg asked how this system works with retention.

Mrs. Beggerow said that items can be targeted and labeled to comply with records retention.

Mr. Ewald said that this will allow the office to provide records much more quickly.

Mr. Main said that this program will allow residents to search on their own if they want and has a form available that will allow them to request if need be. Also the server is a 2008 server which is going to become unsupported soon so the cloud based process is appealing.

Mr. Metzbower asked about records that need to be redacted.

Mrs. Beggerow replied that records that need redacted can be kept separate from the publically available records and supplied upon request.

**RECOMMENDATION: Consent Agenda.**

**C. ITEM FROM THE DIRECTOR OF PUBLIC SAFETY**

[2019-0133](#)

AUGUST, 2019 UPDATE from the Director of Public Safety

Public Safety Director Mark Thomas presented the Department's August 2019 Report which is attached.

**D. ITEM FROM THE DIRECTOR OF PUBLIC SERVICE AND ENGINEERING**

[RES-0013-2019](#)

RESOLUTION RECOGNIZING OCTOBER 20-26TH AS STORMWATER AWARENESS WEEK

Mr. Crawford presented a request to adopt a Resolution recognizing Stormwater Awareness Week in conjunction with Franklin County Soil and Water.

**RECOMMENDATION: Consent Agenda.**