

Dan Kaman called the meeting to order at 5 p.m. after the **Invocation**, given by Dan Kaman, and the **Pledge of Allegiance**.

The clerk called **the roll** and the following Commissioners responded: Dan Kaman, John Hamilton, Dick Brady, Julie Farrar, Dave Waddington, Diedre Cole and Pervis Brown.

City staff present: Todd Roth – Engineer, Jim Lang – Interim Police Chief, Paul Ricci – Fire Chief, Carrie Handy – Planner, Scott Miller – General Services Director, Tom Whitted – IT Manager, Thomas Schwan – Transit Manager, Tom Speir – Greenhouse Foreman, Don Icsman – Law Director & Acting City Manager, Hank Solowiej – Finance Director and Kelly Kresser – Commission Clerk.

Upon motion of Pervis Brown and second of Dave Waddington, the commission voted to approve the minutes of the November 28 and December 2, 2011 meetings and dispensed with the oral reading. The President declared the motion passed.

AUDIENCE PARTICIPATION (*agenda items only*)

State Representative Dennis Murray presented Proclamations to Dan Kaman and Dave Waddington for their years of dedicated and faithful service to the citizens of Sandusky.

Mary Ann Costello, 703 Lane Street, said the proposed contract with the Erie County Board of Developmental Disabilities (ECBDD) would increase the call for each ride by \$8.94 per trip which is a 600% increase. Her son is an ECBDD client who would suffer this increase and does not believe this new charge is cost effective for the clients. She asked for a review of the current policy statement so as not to take away from the disabled. Mary Ann Costello said the city does not have specific authority to move local, state and federal funds from their legislative purpose. She said her only option was to purchase an STS prepaid card and urged the city commission to reconsider the legislation.

Sharon Johnson, 1139 Fifth Street, asked why the city has to pay the additional charge for Erie Blacktop to perform striping on Columbus Avenue as they were aware of this when the bid was released.

Mary Warren, 310 Fremont Avenue, said as a neighbor of the Margaritaville property on Fremont Avenue, she objected to the plan as presented and would like to see more of a barrier between the properties. She suggested either a 'wall' of trees or an 8' tall privacy fence (a variance can be obtained for a fence of this height).

PRESENTATIONS

Hank Solowiej said the City of Sandusky received an **Auditor of State award based upon the 2010 financial audit**. He said the taxpayers should take pride in the city's commitment to accountability. He thanked the staff and commissioners for this recognition. Dan Kaman said this goes back to Hank Solowiej and his leadership in the finance office and honest and open answers to questions and concerns.

Tom Speir said **the city entered into an agreement for removing ash trees through a \$50,000 matching grant from the ODNR and the U.S. Forest Service**. He said the match was provided through services of city personnel by removing trees. He said two significant contributions were made to remove 234 ash trees: \$6,000 from Battery Park Marina and \$500 from the Sandusky Lions Club. Fifty-one replacement trees were planted and more are planned. Tom Speir also mentioned there is money available for private property owners to remove ash trees on their property. Tom Speir thanked Dan Kaman and Dave Waddington for their efforts in helping with constructive efforts to save the greenhouse. John Hamilton asked how replacement trees are planted and Tom Speir said for a donation of \$150, the city will plant one of numerous species of trees.

PUBLIC HEARING

A public hearing was held regarding amendments to the zoning map as filed by Firelands Regional Health System. No comments were offered in favor or against this proposed change to the zoning map. The President declared the public hearing closed.

A public hearing was held regarding amendments to the zoning map as filed by Robert Crawford. No comments were offered in favor of this change. Dan Kaman noted the comments made by Mary Warren in opposition to this proposed change. The President declared the public hearing closed.

CURRENT BUSINESS

Upon motion of Dave Waddington and second of Diedre Cole, the commission voted to accept all communications. The President declared the motion passed.

ITEM #13 – Submitted by Carrie R. Handy, Chief Planner

Budgetary Information: This action will not impact the city operating budget. Revolving Loan Fund monies are restricted in use and this loan is within the guidelines of the program. The company estimates that, when complete, the project will result in the hiring of 35 new full-time employees (20 in year 1, 10 in year 2 and 5 in year 3). The new hires will result in additional income taxes for the city.

ORDINANCE NO. 11-117: It is requested an Ordinance be passed **authorizing and approving an economic development loan in the amount of \$150,000 to Adrienne's Gourmet Foods, Inc.** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Dave Waddington and second of Dick Brady, the commission voted to adopt this Ordinance under suspension of the rules and in accordance with Section 14 of the city charter.

Discussion: Dave Waddington thanked the owners of Adrienne Foods for choosing Sandusky. Dick Brady asked the principals of Adrienne Foods to speak about their project and development of jobs. Peter Zaehring, Erie County Economic Development Corporation (ECEDC), said John O'Donnell started the company with 7± employees and are now closer to 80. John O'Donnell then provided a summary of Adrienne Foods which started business 28 years ago making crackers by hand. Adrienne Foods now has branches in the U.S. and other countries for organic cookies and crackers sold through Meijer, Trader Joe's and other stores. Organics are the fastest growing segment in the food industry and are the most prolific of producers of these types of products. Currently, 1,000 pounds of cookies are made each hour and cracker production will increase with the growth in the Sandusky plant during the next two months. This certified organic company currently produces 7 – 8 million pounds of dough each year and is a SQF company producing the highest level of food safety in the world. John O'Donnell said Peter Zaehring has been a great spokesperson for the city and many new jobs will be created through the RLF. Adjacent property has also been purchased for future expansion. He thanked Greg Sherman for assistance in completing the paperwork for the RLF in a timely fashion. Dick Brady said Carrie Handy also plays an integral role in the city's RLF and this is a payback to the dollars paid to the ECEDC. Diedre Cole asked if Adrienne Foods produces gluten-free products and John O'Donnell said they do.

Roll call on the motion: Yeas: Dan Kaman, John Hamilton, Dick Brady, Julie Farrar, Dave Waddington, Diedre Cole and Pervis Brown, 7. The President declared the motion passed. Roll call on the Ordinance: Yeas: Dan Kaman, John Hamilton, Dick Brady, Julie Farrar, Dave Waddington, Diedre Cole and Pervis Brown, 7. The President declared the Ordinance passed.

ITEM #1 – Submitted by Amanda Meyers, Paralegal

Budgetary Information: The cost associated with this purchase agreement is the total amount of the title examination, deed preparation, escrow fees and any other customary fees that may be due and payable in the ordinary course of the sale and purchase transaction. The city will recoup the cost of the expenses from the non-refundable earnest money deposit of five hundred thirty four dollars and fifty cents (\$534.50) required to be paid by the purchasers. The taxing districts will begin collecting approximately one hundred fifty one dollars and forty eight cents (\$151.48) per year in real estate taxes. The sale of this property will enhance surrounding property values and the taxing districts will once again begin collecting real property taxes.

ORDINANCE NO. 11-118: It is requested an Ordinance be passed **declaring that certain real property owned by the city as part of the land reutilization program identified as parcel #57-03343.000, located at 314 Reese Street, Sandusky, is no longer needed for any municipal purpose and authorizing the execution of a purchase agreement with respect to that real property;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Pervis Brown and second of Julie Farrar, the commission voted to adopt this Ordinance under suspension of the rules and in accordance with Section 14 of the city charter. Roll call on the motion: Yeas: Dan Kaman, John Hamilton, Dick Brady, Julie Farrar, Dave Waddington, Diedre

Cole and Pervis Brown, 7. The President declared the motion passed. Roll call on the Ordinance: Yeas: Dan Kaman, John Hamilton, Dick Brady, Julie Farrar, Dave Waddington, Diedre Cole and Pervis Brown, 7. The President declared the Ordinance passed.

ITEM #2 – Submitted by George Poulos, Program Administrator

Budgetary Information: There is no impact on the city's general fund. All projects in the program will be paid for through the CHIP grant funds.

RESOLUTION NO. 048-11R: It is requested a Resolution be passed **authorizing and directing the city manager of the City of Sandusky, Ohio, to file an application for financial assistance from the FY 2012 Community Housing Improvement program through the Ohio Department of Development's Office of Housing and Community Partnerships;** and declaring that this resolution shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Dave Waddington and second of Pervis Brown, the commission voted to adopt this Resolution under suspension of the rules and in accordance with Section 14 of the city charter. Roll call on the motion: Yeas: Dan Kaman, John Hamilton, Dick Brady, Julie Farrar, Dave Waddington, Diedre Cole and Pervis Brown, 7. The President declared the motion passed. Roll call on the Resolution: Yeas: Dan Kaman, John Hamilton, Dick Brady, Julie Farrar, Dave Waddington, Diedre Cole and Pervis Brown, 7. The President declared the Resolution passed.

ITEM #3 – Submitted by Todd J. Roth, P.E., P.S.

Budgetary Information: Funds for the purchase of these items are routinely included in the operating budgets of the water and sewer plants.

CONTRACT #1/ORDINANCE NO. 11-119: It is requested an Ordinance be passed **authorizing and directing the city manager to purchase 6,000 gallons, more or less, of liquid sodium permanganate from Bonded Chemical of Columbus, Ohio, for use at the Big Island Water Works plant during the calendar year 2012;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Dave Waddington and second of Diedre Cole, the commission voted to adopt this Ordinance under suspension of the rules and in accordance with Section 14 of the city charter. Roll call on the motion: Yeas: Dan Kaman, John Hamilton, Dick Brady, Julie Farrar, Dave Waddington, Diedre Cole and Pervis Brown, 7. The President declared the motion passed. Roll call on the Ordinance: Yeas: Dan Kaman, John Hamilton, Dick Brady, Julie Farrar, Dave Waddington, Diedre Cole and Pervis Brown, 7. The President declared the Ordinance passed.

CONTRACT #2/ORDINANCE NO. 11-120: It is requested an Ordinance be passed **authorizing and directing the city manager to purchase 18,000 gallons, more or less, of hydrofluosilicic acid from Bonded Chemical of Columbus, Ohio, for use at the Big Island Water Works plant during the calendar year 2012;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Dave Waddington and second of Diedre Cole, the commission voted to adopt this Ordinance under suspension of the rules and in accordance with Section 14 of the city charter. Roll call on the motion: Yeas: Dan Kaman, John Hamilton, Dick Brady, Julie Farrar, Dave Waddington, Diedre Cole and Pervis Brown, 7. The President declared the motion passed. Roll call on the Ordinance: Yeas: Dan Kaman, John Hamilton, Dick Brady, Julie Farrar, Dave Waddington, Diedre Cole and Pervis Brown, 7. The President declared the Ordinance passed.

CONTRACT #3/ORDINANCE NO. 11-121: It is requested an Ordinance be passed **authorizing and directing the city manager to purchase 41,400 gallons, more or less, of sodium hydroxide liquid from JCI Jones Chemicals of Barberton, Ohio, for use at the Big Island Water Works plant during the calendar year 2012;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Pervis Brown and second of Diedre Cole, the commission voted to adopt this Ordinance under suspension of the rules and in accordance with Section 14 of the city charter. Roll call on the motion: Yeas: Dan Kaman, John Hamilton, Dick Brady, Julie Farrar, Dave Waddington, Diedre Cole and Pervis Brown, 7. The President declared the motion passed. Roll call on the Ordinance: Yeas: Dan Kaman, John Hamilton, Dick Brady, Julie Farrar, Dave Waddington, Diedre Cole and Pervis Brown, 7. The President declared the Ordinance passed.

CONTRACT #4/[ORDINANCE NO. 11-122](#): It is requested an Ordinance be passed **authorizing and directing the city manager to purchase 86,000 gallons, more or less, of sodium hypochlorite from JCI Jones Chemicals of Barberton, Ohio, for use at the Big Island Water Works plant during the calendar year 2012;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Dick Brady and second of Julie Farrar, the commission voted to adopt this Ordinance under suspension of the rules and in accordance with Section 14 of the city charter. Roll call on the motion: Yeas: Dan Kaman, John Hamilton, Dick Brady, Julie Farrar, Dave Waddington, Diedre Cole and Pervis Brown, 7. The President declared the motion passed. Roll call on the Ordinance: Yeas: Dan Kaman, John Hamilton, Dick Brady, Julie Farrar, Dave Waddington, Diedre Cole and Pervis Brown, 7. The President declared the Ordinance passed.

CONTRACT #5/[ORDINANCE NO. 11-123](#): It is requested an Ordinance be passed **authorizing and directing the city manager to purchase 710 tons, more or less, of aluminum sulfate polymer blend liquid from Applied Specialties of Avon Lake, Ohio, for use at the Big Island Water Works plant during the calendar year 2012;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Dave Waddington and second of Diedre Cole, the commission voted to adopt this Ordinance under suspension of the rules and in accordance with Section 14 of the city charter. Roll call on the motion: Yeas: Dan Kaman, John Hamilton, Dick Brady, Julie Farrar, Dave Waddington, Diedre Cole and Pervis Brown, 7. The President declared the motion passed. Roll call on the Ordinance: Yeas: Dan Kaman, John Hamilton, Dick Brady, Julie Farrar, Dave Waddington, Diedre Cole and Pervis Brown, 7. The President declared the Ordinance passed.

CONTRACT #6/[ORDINANCE NO. 11-124](#): It is requested an Ordinance be passed **authorizing and directing the city manager to purchase 20 tons, more or less, of powdered activated carbon from Bonded Chemical of Columbus, Ohio, for use at the Big Island Water Works plant during the calendar year 2012;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Julie Farrar and second of Dave Waddington, the commission voted to adopt this Ordinance under suspension of the rules and in accordance with Section 14 of the city charter. Roll call on the motion: Yeas: Dan Kaman, John Hamilton, Dick Brady, Julie Farrar, Dave Waddington, Diedre Cole and Pervis Brown, 7. The President declared the motion passed. Roll call on the Ordinance: Yeas: Dan Kaman, John Hamilton, Dick Brady, Julie Farrar, Dave Waddington, Diedre Cole and Pervis Brown, 7. The President declared the Ordinance passed.

CONTRACT #7/[ORDINANCE NO. 11-125](#): It is requested an Ordinance be passed **authorizing and directing the city manager to purchase 240,000 pounds, more or less, of ferrous chloride solution from Kemira Water Solution of Lawrence, Kansas, for use at the Waste Water Treatment plant during the calendar year 2012;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Diedre Cole and second of Dave Waddington, the commission voted to adopt this Ordinance under suspension of the rules and in accordance with Section 14 of the city charter. Roll call on the motion: Yeas: Dan Kaman, John Hamilton, Dick Brady, Julie Farrar, Dave Waddington, Diedre Cole and Pervis Brown, 7. The President declared the motion passed. Roll call on the Ordinance: Yeas: Dan Kaman, John Hamilton, Dick Brady, Julie Farrar, Dave Waddington, Diedre Cole and Pervis Brown, 7. The President declared the Ordinance passed.

ITEM #4 – Submitted by Todd J. Roth, P.E., P.S.

Budgetary Information: Funds for this licensing fee are routinely included in the Big Island Water Works operating budget each year.

[ORDINANCE NO. 11-126](#): It is requested an ordinance be passed **authorizing and directing the finance director to make payment to the State of Ohio Environmental Protection Agency for the renewal of the license to operate a public water system for the CY 2012;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Dave Waddington and second of Diedre Cole, the commission voted to adopt this Ordinance under suspension of the rules and in accordance with Section 14 of the city charter. Roll call on the motion: Yeas: Dan Kaman, John Hamilton, Dick Brady, Julie Farrar, Dave Waddington, Diedre

Cole and Pervis Brown, 7. The President declared the motion passed. Roll call on the Ordinance: Yeas: Dan Kaman, John Hamilton, Dick Brady, Julie Farrar, Dave Waddington, Diedre Cole and Pervis Brown, 7. The President declared the Ordinance passed.

ITEM #5 – Submitted by Todd J. Roth, P.E., P.S.

Budgetary Information: Funds for this discharge fee are routinely included in the Waste Water Treatment plant operating budget each year.

ORDINANCE NO. 11-127: It is requested an Ordinance be passed **authorizing and directing the finance director to make payment to the State of Ohio Environmental Protection Agency for the annual discharge fee for NPDES Permit #2PF00001 for the Waste Water Treatment plant for the CY 2011;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Pervis Brown and second of Diedre Cole, the commission voted to adopt this Ordinance under suspension of the rules and in accordance with Section 14 of the city charter. Roll call on the motion: Yeas: Dan Kaman, John Hamilton, Dick Brady, Julie Farrar, Dave Waddington, Diedre Cole and Pervis Brown, 7. The President declared the motion passed. Roll call on the Ordinance: Yeas: Dan Kaman, John Hamilton, Dick Brady, Julie Farrar, Dave Waddington, Diedre Cole and Pervis Brown, 7. The President declared the Ordinance passed.

ITEM #6 - Submitted by: Todd J. Roth, P.E., P.S.

Budgetary Information: Mr. Waggoner and Mr. Mularoni will be paid at the rate of \$55 per hour for work performed up to a maximum of \$5,000 each. The cost of these contracts will be paid with the building division operating budget. A portion of the plan review expense will be paid by the collection of plan review fees by the department of planning, engineering and development.

ORDINANCE NO. 11-128: It is requested an Ordinance be passed **authorizing and directing the city manager to enter into a consulting contract with Don C. Waggoner for CY 2012, a copy of which is attached hereto;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of John Hamilton and second of Julie Farrar, the commission voted to adopt this Ordinance under suspension of the rules and in accordance with Section 14 of the city charter.

Discussion: Pervis Brown asked how much the city paid Don Waggoner during CY 2011 and Todd Roth said no payment was made for that particular contract. Todd Roth said these contracts are for backup plans review services.

Roll call on the motion: Yeas: Dan Kaman, John Hamilton, Dick Brady, Julie Farrar, Dave Waddington, Diedre Cole and Pervis Brown, 7. The President declared the motion passed. Roll call on the Ordinance: Yeas: Dan Kaman, John Hamilton, Dick Brady, Julie Farrar, Dave Waddington, Diedre Cole and Pervis Brown, 7. The President declared the Ordinance passed.

ORDINANCE NO. 11-129: It is requested an Ordinance be passed **authorizing and directing the city manager to enter into a consulting contract with Scott J. Mularoni for CY 2012, a copy of which is attached hereto;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Dave Waddington and second of Julie Farrar, the commission voted to adopt this Ordinance under suspension of the rules and in accordance with Section 14 of the city charter.

Discussion: Dick Brady said he will abstain from this vote as he owns a company which performs a significant amount of work for Scott Mularoni.

Roll call on the motion: Yeas: Dan Kaman, John Hamilton, Julie Farrar, Dave Waddington, Diedre Cole and Pervis Brown, 6. Abstain: Dick Brady, 1. The President declared the motion passed. Roll call on the Ordinance: Yeas: Dan Kaman, John Hamilton, Julie Farrar, Dave Waddington, Diedre Cole and Pervis Brown, 6. Abstain: Dick Brady, 1. The President declared the Ordinance passed.

ITEM #7 - Submitted by Todd J. Roth, P.E., P.S.

Budgetary Information: The current contract with Erie Blacktop, Inc. is \$190,890.76 which included a \$10,000 contingency and with the addition of this change order #1 in the amount of \$3,226.80, the contract amount will remain \$190,890.76, however, the contingency will be reduced to \$6,773. The

contract with Erie Blacktop, Inc. will be paid with Community Development Block Grant funds (\$150,000) and street funds (\$40,890.76).

ORDINANCE NO. 11-130: It is requested an Ordinance be passed **authorizing and directing the city manager to approve the first change order for work performed by Erie Blacktop, Inc., of Sandusky, Ohio, for the Columbus Avenue resurfacing project in the amount of \$3,226.80;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Julie Farrar and second of Pervis Brown, the commission voted to adopt this Ordinance under suspension of the rules and in accordance with Section 14 of the city charter.

Discussion: Todd Roth said application of thermoplastic pavement markings require a minimum temperature and the temperatures fell below this. The preference (for Erie Blacktop and the City of Sandusky) was to not perform the centerline work in 2011 which would be deducted from the total cost Erie Blacktop is requesting. He said this will identify the turn lanes and center lanes much better and when completed, the thermoplastic will stand out even more. Diedre Cole asked if the turn lane area will be lengthened and Todd Roth said this can be adjusted. He said as much as possible was minimized to get us through the winter. Dick Brady said the city has a \$10,000 contingency fee and will be deducted from this amount; Todd Roth said the total contract will be below cost. Dan Kaman said this was scheduled to start about one month earlier, but was delayed because of rain.

Roll call on the motion: Yeas: Dan Kaman, John Hamilton, Dick Brady, Julie Farrar, Dave Waddington, Diedre Cole and Pervis Brown, 7. The President declared the motion passed. Roll call on the Ordinance: Yeas: Dan Kaman, John Hamilton, Dick Brady, Julie Farrar, Dave Waddington, Diedre Cole and Pervis Brown, 7. The President declared the Ordinance passed.

ITEM #8 – Submitted by Todd J. Roth, P.E., P.S.

Budgetary Information: The cost of refuse and recycling pickup and disposal is paid through the general fund, recreation fund, water fund and sewer fund based on the usage (number of pickups per week and the container size). It is recommended that the city enter into a three-year contract for a total not to exceed \$86,400.

ORDINANCE NO. 11-131: It is requested an Ordinance be passed **authorizing and directing the city manager to enter into a contract with F.S.I. Disposal/Fultz & Son, Inc., of Clyde, Ohio, for refuse/recycling collection on city property for the period of January 1, 2012 through December 31, 2014;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Pervis Brown and second of John Hamilton, the commission voted to adopt this Ordinance under suspension of the rules and in accordance with Section 14 of the city charter.

Discussion: Dick Brady asked about the large disparity between the two bids submitted. Todd Roth said when the bids were opened, this did not seem to be a surprise to either company and it has happened in the past. Dan Kaman said this is a great price for the three-year contract period. Scott Miller said FSI has had the contract for the last couple of cycles and knows what the city needs. Dave Waddington asked how Greener Corners will fit in with this and Don Icsman said Greener Corners will work with the vendor who has the city's contract. There will be no additional cost to the city. Diedre Cole said there were previous issues with FSI and asked who will be responsible for issues. Scott Miller said this will be handled through his department and feels the city is back on track with these problems. John Hamilton said the bidder may have politely provided a bid even though they did not want the work/business.

Roll call on the motion: Yeas: Dan Kaman, John Hamilton, Dick Brady, Julie Farrar, Dave Waddington, Diedre Cole and Pervis Brown, 7. The President declared the motion passed. Roll call on the Ordinance: Yeas: Dan Kaman, John Hamilton, Dick Brady, Julie Farrar, Dave Waddington, Diedre Cole and Pervis Brown, 7. The President declared the Ordinance passed.

ITEM #9 – Submitted by Todd J. Roth, P.E., P.S.

Budgetary Information: The City will have a minimum of 25% matching fund obligation if the grant application is approved. Past investigatory and other costs incurred at the site will constitute part of that matching payment with Capital Funds used to provide the remainder.

RESOLUTION NO. 049-11R: It is requested a Resolution be **passed authorizing and directing the city manager to file a grant application with the State of Ohio to participate in the Clean Ohio**

Revitalization Fund; and declaring that this resolution shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Pervis Brown and second of Julie Farrar, the commission voted to adopt this Resolution under suspension of the rules and in accordance with Section 14 of the city charter.

Discussion: Dave Waddington asked what the matching fund obligation will be. Todd Roth said this calls for a 25% match and costs already taken on can be used. The costs will be known as the city gets further into the application.

Roll call on the motion: Yeas: Dan Kaman, John Hamilton, Dick Brady, Julie Farrar, Dave Waddington, Diedre Cole and Pervis Brown, 7. The President declared the motion passed. Roll call on the Resolution: Yeas: Dan Kaman, John Hamilton, Dick Brady, Julie Farrar, Dave Waddington, Diedre Cole and Pervis Brown, 7. The President declared the Resolution passed.

ITEM #10 – Submitted by Todd J. Roth, P.E., P.S.

Budgetary Information: The total fee is \$33,000.00. The \$33,000.00 contractual services agreement to prepare and submit the application is to be paid from the Engineering Department's operating budget. If funding is awarded, \$10,000.00 of this cost can be used as matching funds.

ORDINANCE NO. 11-132: It is requested an Ordinance be passed **authorizing and directing the city manager to enter into an agreement with the Mannik and Smith Group, Inc., of Maumee, Ohio, for assistance in preparation of the Clean Ohio Revitalization Fund grant application for the former Sandusky Cabinets property redevelopment ready project;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Dave Waddington and second of Julie Farrar, the commission voted to adopt this Ordinance under suspension of the rules and in accordance with Section 14 of the city charter.

Discussion: Diedre Cole asked if \$33,000 is matching fund money and Todd Roth said the cost is \$33,000; of the \$33,000, \$10,000 can be applied back from the matching funds.

Roll call on the motion: Yeas: Dan Kaman, John Hamilton, Dick Brady, Julie Farrar, Dave Waddington, Diedre Cole and Pervis Brown, 7. The President declared the motion passed. Roll call on the Ordinance: Yeas: Dan Kaman, John Hamilton, Dick Brady, Julie Farrar, Dave Waddington, Diedre Cole and Pervis Brown, 7. The President declared the Ordinance passed.

ITEM #11 – Submitted by Thomas Schwan, Transit Administrator

Budgetary Information: STS will receive \$10.44 per trip from the Erie County Board of Developmental Disabilities for the length of the proposed contract. This money collected will be used to offset the capital planning and operating expenses and go toward the Job Access and Reverse Commute programs (JARC) local match of \$51,200, Project #'s JARC-4022-071-101 and JARC-0022-071-102 through the Ohio Department of Transportation and the Federal Transit Administration.

ORDINANCE NO. 11-133: It is requested an Ordinance be passed **authorizing and directing the city manager to enter into an agreement for transportation services between the City of Sandusky and the Erie County Board of Developmental Disabilities, substantially in the same form attached hereto;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of John Hamilton and second of Julie Farrar, the commission voted to adopt this Ordinance under suspension of the rules and in accordance with Section 14 of the city charter.

Discussion: Tom Schwan said the contract is set up by ECBDD and the amount is set by the Ohio Department of Transportation as a per trip rate. He said when using local funds, the same rates used by Medicaid must be charged and the rate is not negotiable with the city. The city provides the opportunity to utilize the 10-ride cards for \$15 which will still cost the user \$1.50 per ride. He said these monies are essential toward the STS matching fund grant requirements and how the city provides rides. Dan Kaman said the city is not setting the rates nor is it making any profits; Tom Schwan said the city does not make any profit for this service. Julie Farrar asked if there is anywhere Mary Ann Costello could air her grievances and Tom Schwan said the ECBDD would be the agency to ask. He said STS employees are required to have more training to transport the disabled and must provide monthly billing services, audits, etc. to stay in compliance. Diedre Cole said the rider is currently being charged \$1.50 per ride and if this contract is approved, the ride will increase to \$10.44 per ride. Tom Schwan said the current rate

charged is \$11.92 per ride. Dan Kaman said the difference is between what the city is paying and what ECBDD is paying. Tom Schwan said the cost per ride has continued to drop each year because the service is getting more efficient and carrying more riders. Dick Brady asked how the city can find an advocate for the disabled or if this is possible. He asked if their affirmative vote on this legislation will hinder that. Tom Schwan said the normal rate is \$3 per ride, but anyone can purchase these tickets for \$1.50 per ride.

Roll call on the motion: Yeas: Dan Kaman, John Hamilton, Dick Brady, Julie Farrar, Dave Waddington, Diedre Cole and Pervis Brown, 7. The President declared the motion passed. Roll call on the Ordinance: Yeas: Dan Kaman, John Hamilton, Dick Brady, Julie Farrar, Dave Waddington, Diedre Cole and Pervis Brown, 7. The President declared the Ordinance passed.

ITEM #12 – Submitted by Thomas Schwan, Transit Administrator

Budgetary Information: STS operations and administration are funded in whole by the Federal Transit Administration, State of Ohio, local contributing agencies, local contributing private entities and the daily fare box collections. No general fund monies are used in the daily operation of STS.

ORDINANCE NO. 11-134: It is requested an Ordinance be passed **authorizing and directing the city manager to enter into a contract for transportation services between the City of Sandusky and MV Contract Transportation Inc., substantially in the same form attached hereto;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Pervis Brown and second of Dave Waddington, the commission voted to adopt this Ordinance under suspension of the rules and in accordance with Section 14 of the city charter. Roll call on the motion: Yeas: Dan Kaman, John Hamilton, Dick Brady, Julie Farrar, Dave Waddington, Diedre Cole and Pervis Brown, 7. The President declared the motion passed. Roll call on the Ordinance: Yeas: Dan Kaman, John Hamilton, Dick Brady, Julie Farrar, Dave Waddington, Diedre Cole and Pervis Brown, 7. The President declared the Ordinance passed.

ITEM #14 - Submitted by Carrie R. Handy, Chief Planner & Enterprise Zone Manager

Budgetary Information: This administrative action will not impact the city's operating budget.

RESOLUTION NO. 050-11R: It is requested a Resolution be passed **accepting and approving the City of Sandusky Tax Incentive Review Council's (T.I.R.C.) recommendations regarding current taxation agreements;** and declaring that this resolution shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Dave Waddington and second of Julie Farrar, the commission voted to adopt this Resolution under suspension of the rules and in accordance with Section 14 of the city charter. Roll call on the motion: Yeas: Dan Kaman, John Hamilton, Dick Brady, Julie Farrar, Dave Waddington, Diedre Cole and Pervis Brown, 7. The President declared the motion passed. Roll call on the Resolution: Yeas: Dan Kaman, John Hamilton, Dick Brady, Julie Farrar, Dave Waddington, Diedre Cole and Pervis Brown, 7. The President declared the Resolution passed.

ITEM #15 – Submitted by Carrie R. Handy, Chief Planner

Budgetary Information: The City of Sandusky will award Erie-Huron Counties Community Action Agency, Inc. \$100,000 to provide emergency home repairs and accessibility modifications to low- and moderate income single-family homeowners in Sandusky under the rules and regulations of the Community Development Block Grant program. The maximum assistance is \$7,999 per household. Erie-Huron Counties Community Action Agency, Inc. is providing \$28,510 from other local and government program funding sources. There is no impact to the city's general fund.

ORDINANCE NO. 11-135: It is requested an Ordinance be passed **authorizing and directing the city manager to enter into a subrecipient agreement with the Erie-Huron Counties Community Action Commission, Inc., substantially in the same form as attached hereto, and to expend an amount not to exceed \$100,000 from the FY 2011 Community Development Block Grant funds;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of John Hamilton and second of Julie Farrar, the commission voted to adopt this Ordinance under suspension of the rules and in accordance with Section 14 of the city charter.

Discussion: Pervis Brown said he will abstain from this vote as he is on the Erie-Huron CAC board.

Roll call on the motion: Yeas: Dan Kaman, John Hamilton, Dick Brady, Julie Farrar, Dave Waddington and Diedre Cole, 6. Abstain: Pervis Brown, 1. The President declared the motion passed. Roll call on

the Ordinance: Yeas: Dan Kaman, John Hamilton, Dick Brady, Julie Farrar, Dave Waddington and Diedre Cole, 6. Abstain: Pervis Brown, 1. The President declared the Ordinance passed.

ITEM #16 – Submitted by Carrie R. Handy, Chief Planner

Budgetary Information: The City of Sandusky will award the Erie County General Health District a total of \$35,000; \$10,000 to provide 2-1-1 Information and Referral Services and \$25,000 to provide the community wellness outreach program. Erie County General Health District is providing the match for the 2-1-1 Information and Referral Services program from other local funding sources of \$18,500 and in-kind match of \$8,000. The community Wellness outreach program has an in-kind match of \$7,951. There is no impact to the city's general fund.

ORDINANCE NO. 11-136: It is requested an Ordinance be passed **authorizing and directing the city manager to enter into a subrecipient agreement with the Erie County General Health District, substantially in the same form as attached hereto; and to expend an amount not to exceed \$35,000 from the FY 2011 community development block grant funds;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Dave Waddington and second of Diedre Cole, the commission voted to adopt this Ordinance under suspension of the rules and in accordance with Section 14 of the city charter. Roll call on the motion: Yeas: Dan Kaman, John Hamilton, Dick Brady, Julie Farrar, Dave Waddington, Diedre Cole and Pervis Brown, 7. The President declared the motion passed. Roll call on the Ordinance: Yeas: Dan Kaman, John Hamilton, Dick Brady, Julie Farrar, Dave Waddington, Diedre Cole and Pervis Brown, 7. The President declared the Ordinance passed.

ITEM #17 – Submitted by Carrie R. Handy, Chief Planner

Budgetary Information: The City of Sandusky will award the Center for Cultural Awareness \$21,000 to implement the Citizens Circle program. Funds will be used for administrative management and marketing of the program to assist ex-offenders to become acclimated back into society. The Center for Cultural Awareness is providing \$4,718 of an in-kind match to support the program. There is no impact to the city's general fund.

ORDINANCE NO. 11-137: It is requested an Ordinance be passed **authorizing and directing the city manager to enter into a subrecipient agreement with the Center for Cultural Awareness, substantially in the same form as attached hereto; and to expend an amount not to exceed \$21,000 from the FY 2011 community development block grant funds;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Julie Farrar and second of Dave Waddington, the commission voted to adopt this Ordinance under suspension of the rules and in accordance with Section 14 of the city charter.

Discussion: Diedre Cole said she thought this program was funded through the Weed and Seed grant and Carrie Handy said it has always been funded through CDBG.

Roll call on the motion: Yeas: Dan Kaman, John Hamilton, Dick Brady, Julie Farrar, Dave Waddington, Diedre Cole and Pervis Brown, 7. The President declared the motion passed. Roll call on the Ordinance: Yeas: Dan Kaman, John Hamilton, Dick Brady, Julie Farrar, Dave Waddington, Diedre Cole and Pervis Brown, 7. The President declared the Ordinance passed.

ITEM #18 – Submitted by Carrie R. Handy, Chief Planner

Budgetary Information: The City of Sandusky will award Volunteers of America \$65,000 to provide homeless prevention services including emergency rental, mortgage and utility assistance to low- and moderate income residents in Sandusky under the rules and regulations of the community development block grant. Emergency rental, mortgage and utility (gas, water and electric) assistance will be provided for maximum of three months. The maximum assistance is \$3,000 per family. There is no impact to the city's general fund.

ORDINANCE NO. 11-138: It is requested an Ordinance be passed **authorizing and directing the city manager to enter into a subrecipient agreement with the Volunteers of America Northwest Ohio, substantially in the same form as attached hereto; and to expend an amount not to exceed \$65,000 from the FY 2011 community development block grant funds;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Diedre Cole and second of Dave Waddington, the commission voted to adopt this Ordinance under suspension of the rules and in accordance with Section 14 of the city charter.

Discussion: Dick Brady said he will be abstaining from this vote as one of the companies which he owns is a direct recipient of the benefits of this program.

Roll call on the motion: Yeas: Dan Kaman, John Hamilton, Julie Farrar, Dave Waddington, Diedre Cole and Pervis Brown, 6. Abstain, Dick Brady, 1. The President declared the motion passed. Roll call on the Ordinance: Yeas: Dan Kaman, John Hamilton, Julie Farrar, Dave Waddington, Diedre Cole and Pervis Brown, 6. Abstain: Dick Brady, 1. The President declared the Ordinance passed.

CITY MANAGER'S REPORT

Upon motion of Dave Waddington and second of Pervis Brown, the commission voted to accept a donation in the amount of \$228 from the firefighter chili cook-off for the children's shoe fund (\$114) and the fire department's trust fund (\$114). The President declared the motion passed.

Upon motion of Diedre Cole and second of Dave Waddington, the commission voted to accept a donation in the amount of \$100 from an anonymous donor to the police department's trust fund for the "Shop with a Cop program" (Account #863 1010 485 00). The President declared the motion passed.

Don Icsman said the city has received an invoice from the Erie County Chamber of Commerce for its 2012 dues. Upon motion of Dave Waddington and second of Diedre Cole, the commission voted to pay the Erie County Chamber of Commerce dues for 2012 in the amount of \$330. The President declared the motion passed.

Don Icsman said the city received a letter from the Ohio Environmental Protection Agency indicating their director has issued a Covenant Not to Sue (CNS) to the city for property located at 401 West Shoreline Drive (Keller/Tricor/Chesapeake properties). Don Icsman said there are some affirmative duties which the city must now take care of and properly file. This was a long process and a cooperative effort related to environmental hazards on this property. It was important to get the CNS in place prior to moving forward with any potential development. Dan Kaman said with this letter, the city can start its marina.

Jim Lang said 23 recommendations have been completed from the ICMA comprehensive analysis leaving two items to be completed after regional dispatch; two items will be decided by the city commission; two items will have to be worked out with the municipal court; one item is being worked upon at this time with a committee; the last two items will cost the city several thousand dollars and are not in the budget at this time. He said hopefully the assessment committee will be working toward completing the remainder of the items.

Hank Solowiej said Chapter 145 of the code of ordinances outlines a process for salary adjustments for those employees not covered by a collective bargaining agreement. He said there is an Administrative Benefit Review committee which recommended a 2% wage increase for these employees and was affirmed by members of the Audit/Finance Committee. The union employees will receive two percent increases in 2012. The cost impact for the administrative employees is approximately \$12,000 and he (Hank) abstained from this vote.

Upon motion of Pervis Brown and second of Julie Farrar, the commission voted to approve 2% raises for the non-bargaining employees effective January 1, 2012.

Discussion: Dan Kaman said this amount is covered with the cuts that have been made and there were several years the non-bargaining unit employees went without raises.

Roll call on the motion: Yeas: Dan Kaman, John Hamilton, Dick Brady, Julie Farrar, Dave Waddington, Diedre Cole and Pervis Brown, 7. The President declared the motion passed.

Carrie Handy provided an update to the CDBG program. The actual cost for the Lion Park Phase II project was higher than what was placed in the original estimate. The difference will be covered with funds left over from the Cedar Point Drive project, which came in very low, plus administrative project funds. She said as plans were finalized and estimates were made, the price did increase. Carrie Handy said they are working on finalizing the play equipment for Lions Park and will be bringing a resolution to the commission to purchase one of the structures through the cooperative purchasing program. A preconstruction meeting will be set up soon so that work can begin by Kelstin, the general contractor. Another Revolving Loan Fund will be submitted to the city commission at the next meeting for the Krunchie Pickle Deli. There is a large round of ODNR grants upcoming and the city will be looking at the

Lions Park project in addition to Huron and Churchwell Parks. Local foundation grants are also upcoming. Carrie Handy said congress passed a continuing resolution for FY 2012 and the city's CDBG share will be dropping by approximately \$70,000; this is due to census numbers.

OLD BUSINESS

John Hamilton said he noticed there is dredging **work being done at the transient marina** again and asked what has been tested as the area is near the coal tar plume. Todd Roth said the dredging is to get the water to the depth required by contract and is the developer's responsibility. The material is being taken to Son Rise Marina for testing and must either remain on site or be disposed of depending upon the test results. Todd Roth said the dredging depth is based upon a plan elevation.

Dick Brady said he would like the **managed print services contract** to be brought forward to the city commissioners at the next meeting so the current commissioners can make a decision. He said 48 weeks is a long time and a decision needs to be made rather than pass it along to the new commission. **Upon motion of Dieder Cole and second of Pervis Brown, the commission voted to have a recommendation and legislation presented at the next meeting. The President declared the motion passed.**

Dick Brady thanked **those in the engineering department who helped the residents of Pinewood Condominiums with concepts and ideas to alleviate their flooding issues and problems.** He said the help which the city provided made these residents feel good about living in the City of Sandusky.

Dick Brady said **a resident who lives on Stone Street brought a concern forward about mirrors being knocked from vehicles** because the street is so narrow and vehicles are permitted to park on both sides of the street. He thanked the city's personnel who were responsible to remove parking from one side of the street to make a difference in this neighborhood.

Dan Kaman said the city has been talking **about the use of video cameras and/or surveillance at the recycle centers** and asked Tom Whitted to provide an update. Tom Whitted said the city met with staff from Lorain County as they had done some things for the same types of problems. The video cameras utilize a stop-action snapshot which actually works like a camera to zoom in and see fine detail (license plate numbers). Scott Miller said the city has experienced a lot of extra dumping, especially at the Marquette Street recycle center which costs money to clean up. Different cameras were investigated and researched and those used in Lorain County seemed to fit the city's needs the best. Signs have been posted noting video surveillance is in use and seem to have cut down on the dumping already. Dan Kaman said he was worried this would happen after Erie County closed their recycle center on Columbus Avenue.

NEW BUSINESS

Upon motion of John Hamilton and second of Dave Waddington, the commission voted to have an executive session regarding personnel, regional dispatching. Roll call on the motion: Yeas: Dan Kaman, John Hamilton, Dick Brady, Julie Farrar, Dave Waddington, Dieder Cole and Pervis Brown, 7. The President declared the motion passed.

Pervis Brown said the city received a **letter from the Old House Guild of Sandusky requesting the city renegotiate the MOA regarding the Keller Building.** He does not know if the city should do this or not, but thought it should be discussed. Don Icsman said the city is living up to the terms of the original MOA and is marketing the Keller Building through a private realtor. There are provisions in the document as to how it is amended and the Old House Guild is one of the many parties that would have to come together with the city's environmental counsel. This is geared toward finances and the city has spent almost \$100,000 on this building. Don Icsman said he is not in a position to recommend doing anything different and the city should continue to honor the document as written. There is a meeting with Thomas Fortin on December 21 and Don Icsman will notify the commission about the results. Dave Waddington asked if the windows will be boarded up as he is concerned about liability. Todd Roth said a cost estimate was prepared by a contractor which is not to exceed \$85 per opening but Paul Ricci said because of the historic nature of the building, a piece of wood cannot simply be secured. Two pieces of wood must be affixed so the frames are not damaged. Todd Roth he would like to bring the contractor in to secure the windows that are a problem at this time. Dick Brady said he is to understand the city is worried about damaging the window frame on a building that will soon be subject to the wrecking ball and Todd Roth said the city is obligated to do this work. Dick Brady suggested the city send members of the Old House Guild an update to notify them the city is negotiating with Thomas Fortin and this is the direction the city is taking.

Pervis Brown requested placing a **letter of commendation in Hank Solowiej's personnel file after receipt of the Auditor of State Award.** Hank Solowiej said this is not his award, it is a group effort. Dan Kaman said Hank Solowiej is the keeper of the safe.

Under **Audience Participation**, the following persons offered their comments:

Sharon Johnson, 1139 Fifth Street, said the newspaper reported \$100,000 was coming out of sewer and water funds and the legislation is quoting \$230,000 for the Lions Park project. Todd Roth said the contract approved shows the numbers for sewer and water and invited Sharon Johnson to come in to the office and he can show her the numbers. Dan Kaman said Lions Park is being rebuilt as the city receives grants. Sharon Johnson said there is a discrepancy between the project cost and the bid contract; Dan Kaman said this is a falsehood and asked Sharon Johnson to come to the city building and work with the staff.

At 6:50 p.m., Dan Kaman announced adjournment of the open session. One executive session held beginning at 7 p.m. At 7:40 p.m., Dan Kaman announced adjournment.

Kelly L. Kresser
Clerk of the City Commission

Daniel J. Kaman
President of the City Commission