

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

The clerk called **the roll** and the following Commissioners responded: John Hamilton, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith, Julie Farrar and Pervis Brown.

City staff present: Jim Lang – Interim Police Chief, Paul Ricci – Fire Chief, Thomas Schwan – Transit Administrator, Don Icsman – Law Director, Nicole Ard - City Manager, Hank Solowiej – Finance Director and Kelly Kresser – Commission Clerk.

Upon motion of Keith Grohe and second of Diedre Cole, the commission voted to approve the minutes of the February 25 meeting and suspend the oral reading. The President declared the motion passed.

AUDIENCE PARTICIPATION (*agenda items only*)

None.

PRESENTATIONS

Thomas Schwan, Sandusky Transit Administrator, presented the 2012 annual report for the Sandusky Transit System (STS). 2012 was another busy year for the STS as service increased by 14% or 20,842 rides. STS provided 166,211 trips which equates to 4.97 trips per hour or 33,433 service hours. The cost per mile dropped to \$3.49; the cost per trip was \$9.40 while the cost per hour is \$42.10 to operate the system. Service is broken up into demand response service (24 – 48 hour call ahead), including Saturdays. This service decreased slightly at 57,321 rides and part of this decrease is due to the Sandusky-Perkins Area Ride Connection (SPARC) which is easier to ride (preset stops on a continuous loop schedule). The largest ridership of the demand response service is for elderly and disabled trips which provided rides for 34,712 persons in 2012. STS averaged 4,777 monthly trips with its demand response service. SPARC (fixed route service) added a third route in 2012 which met with mixed reviews. SPARC Route #1 realized an 18% increase in ridership in 2012 providing 46,612 rides; over 15,000 rides were job related. SPARC Route #2 is the busiest route and provided 56,098 rides in 2012 for an increase of 23% from the previous year. This route hits many major destinations in Perkins Township and Sandusky. Over 10,000 workers were delivered to Kalahari in 2012 and this is one of the best things the system can be doing. The average number of monthly trips for SPARC Route #2 was 4,675 rides. SPARC Route #3 started June 4, 2012 and has since provided 6,171 rides. The average number of monthly trips provided was 882 and Thomas Schwan said he believes this will increase substantially in 2013 now that people know they can live on the west side of town and still get to their work destination. There are 16 loops per day with 23 stops and the route length is 18 miles. Thomas Schwan said in summary, 2012 was a year of change and the STS went from an urban transit system status to a rural transit system. This change was due to the loss of urbanized area status for Sandusky during the 2010 U.S. Census. As a result of this status change, funding for the STS program will come from ODOT rather than the FTA. STS continues to grow its ridership and experienced a 14% increase from the previous year. This increase is due to many factors, one of which is the success of SPARC. In June, 2012, STS added SPARC Route #3 on Sandusky's west side. The goal of STS is to offer the public low cost, convenient and reliable transportation to job locations, shopping destinations and area attractions. Thomas Schwan said there are a few ongoing projects including the bus stop shelters, the parking lot improvements at the transit facility, and the creation of a coordinated dispatch center through a grant with the Ohio Transit Preservation Partnership Program. Thomas Schwan said the Erie County Board of Developmental Disabilities received a \$100,000 grant to provide a feasibility study regarding coordinated transportation. STS is a partner agency, along with Serving Our Seniors and the Erie Regional Planning Commission's Metropolitan Planning Organization. Julie Farrar thanked Thomas Schwan for assistance with all of the grants and asked the status of the shelter project. Thomas Schwan said this money has to be used/spent by September 30, 2013, and said he is actively working with different components of this project. Diedre Cole said at a time when costs are rising, the cost per trip is actually decreasing. Thomas Schwan said this has a lot to do with final expenses which were in line with the previous year. The increase in ridership lowers the cost per trip and this is a factor with the state when dividing money. STS is one of the lowest cost providers in the State of Ohio. Pervis Brown asked if there will be funding cuts in the future and Thomas Schwan said he has not been contacted about any budget cuts. Transit revenue comes from the State of Ohio's general fund, but a good and efficient system will be more likely to receive money than an ineffective system. Wesley Poole thanked Thomas Schwan for helping to grow the system and asked where centralized dispatch is in the process. Thomas Schwan said he is working with George Poulos on the plans so this can be bid. Wesley Poole asked if this will bring other entities into the mix and Thomas Schwan said there are capabilities for this.

CURRENT BUSINESS

Upon motion of Jeff Smith and second of Pervis Brown, the commission voted to accept all communications. The President declared the motion passed.

ITEM #1 – Submitted by Troy Vaccaro, Chief Foreman

Budgetary Information: Any amounts generated annually by said fees, rates and charges of shelter and gazebo rentals will become part of the general fund and shall be used to defray the cost of any improvements directly related to the shelters and gazebos. Any amounts generated annually by said fees, rates and charges of palm and fern rentals will become part of the Washington Parks/Greenhouse Endowment Fund.

ORDINANCE NO. 13-017: It is requested an ordinance be passed **approving a new fee schedule for shelter and gazebo reservations and palm and fern rentals established for the recreation department;** 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 Jeff Smith, the commission voted to approve this ordinance according to Section 14 of the city charter.

Discussion: Wesley Poole said the city manager was going to get back with him regarding usage/demand of the facilities. Nicole Ard said the shelters had the following usage in 2012: Churchwell Park - 3, Farwell Park- 2, Foxborough Park - 1, Wightman-Wieber Park - 20, Schaeffer Park - 6, Venice Park - 7, Shoreline Park - 39, Sandusky Bay Pavilion - 14, Washington Park Gazebo - 15, Shoreline Park Gazebo - 2 and Facer Park Gazebo – 2. There were no reservations at Lions Park because of the construction, and none in Dorn Community Park because of ball field usage, but these shelters will be rented in 2013. There was only one complaint received in 2012 and the users were provided a refund. Wesley Poole said he really does not have any way of projecting what kind of revenue will be generated this year since he just received these numbers. He does not know if raising the fees will impact the use and the goal for utilization of our parks should be getting more people to use them rather than trying to add a small amount of money to the city's revenue stream; he will still be a "no" vote. Diedre Cole said the ferns are delivered and asked if this is really something the city needs to be doing. Nicole Ard said this can be decided when talking about what the city feels the services are. The staff is concerned about the costs, which are covered, and this is an extension of fundraising activities for the Friends of the Greenhouse. She asked for discretion from staff to work out arrangements regarding when deliveries are made in order to recover full costs. Diedre Cole asked if it is possible to keep the fees as they are and ask for a cleaning deposit. Nicole Ard said the fees are low as compared to other communities for a full day of use.

Roll call on the motion: Yeas: John Hamilton, Diedre Cole, Keith Grohe, Jeff Smith, Julie Farrar and Pervis Brown, 6. Nays: Wesley Poole, 1. Roll call on the ordinance: Yeas: John Hamilton, Diedre Cole, Keith Grohe, Jeff Smith, Julie Farrar and Pervis Brown, 6. Nays: Wesley Poole, 1. The President declared the ordinance passed.

ITEM #2 – Submitted by Amanda Meyers, Paralegal

Budgetary Information: The total cost of these acquisitions will be approximately \$904.50 in recording costs, but the city will recoup them in full upon sale of the parcels. Because the parcels have been abandoned and the property owner is either deceased or cannot be located, the taxing districts will never collect the delinquent taxes, assessments, penalties and interest currently due and owing and the delinquency will continue to accrue into the future with no relief. However, by returning this abandoned nonproductive land to tax producing status under ownership of responsible property owners, the taxing districts will begin collecting approximately \$11,748.60 yearly in real estate taxes and assessments.

RESOLUTION NO. 010-13R: It is requested a resolution be passed **approving and accepting certain real property for acquisition into the land reutilization program;** and declaring that this resolution shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Jeff Smith and second of Keith Grohe, the commission voted to approve this resolution according to Section 14 of the city charter. Roll call on the motion: Yeas: John Hamilton, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith, Julie Farrar and Pervis Brown, 7. Roll call on the resolution: Yeas: John Hamilton, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith, Julie Farrar and Pervis Brown, 7. The President declared the resolution passed.

ITEM #3 – Submitted by Troy Vaccaro, Chief Foreman

Budgetary Information: There is no budgetary impact. The proceeds from the sales will be placed into the police department's forfeiture fund.

ORDINANCE NO. 13-018: It is requested an ordinance be passed **authorizing and directing the city manager to dispose of personal property as having become unnecessary and unfit for city use pursuant to Section 25 of the city charter;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Keith Grohe and second of Pervis Brown, the commission voted to approve this ordinance according to Section 14 of the city charter. Roll call on the motion: Yeas: John Hamilton, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith, Julie Farrar and Pervis Brown, 7. Roll call on the ordinance: Yeas: John Hamilton, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith, Julie Farrar and Pervis Brown, 7. The President declared the ordinance passed.

ITEM #4 – Submitted by Thomas Schwan, Transit Administrator

Budgetary Information: The cost associated with this request for this lease is \$100 per bus per year, a total of \$300 per year for the lease, and will be paid with funds from the STS operating budget.

ORDINANCE NO. 13-019: It is requested an ordinance be passed **authorizing and directing the city manager to enter into a lease agreement with the Toledo Area Regional Transit Authority for the purpose of leasing three Thomas Medium Duty buses for the Sandusky Transit System;** 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 Julie Farrar, the commission voted to approve this ordinance according to Section 14 of the city charter.

Discussion: Diedre Cole asked if there is a way to generate a revenue stream by advertising on the buses. Thomas Schwan said he has looked at different advertising policies for both interior and exterior and he will present a plan in the future.

Roll call on the motion: Yeas: John Hamilton, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith, Julie Farrar and Pervis Brown, 7. Roll call on the ordinance: Yeas: John Hamilton, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith, Julie Farrar and Pervis Brown, 7. The President declared the ordinance passed.

ITEM #5 – Submitted by Thomas Schwan, Transit Administrator

Budgetary Information: The four year capital and operating plans are planning documents only. Submission of the plan does not guarantee funding at any level, nor eliminate the need for filing other required documents such as the annual operating/capital application.

RESOLUTION NO. 011-13R: It is requested resolution be passed **authorizing the filing of a rural transit program four year capital and operating plan with the Ohio Department of Transportation covering the period January 1, 2014 through December 31, 2017 for the Sandusky Transit System;** and declaring that this resolution shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Julie Farrar and second of Jeff Smith, the commission voted to approve this resolution according to Section 14 of the city charter. Roll call on the motion: Yeas: John Hamilton, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith, Julie Farrar and Pervis Brown, 7. Roll call on the resolution: Yeas: John Hamilton, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith, Julie Farrar and Pervis Brown, 7. The President declared the resolution passed.

ITEM #6 – Submitted by Thomas Schwan, Sandusky Transit Administrator

Budgetary Information: STS will receive \$12.40 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 operating and capital expenses and go toward the ODOT Rural Transit Grant Program local match of \$516,058, project No's. RPT-4022-033-131 and RPT-0022-033-132 through the Ohio Department of Transportation and the Federal Transit Administration.

ORDINANCE NO. 13-020: 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 for the period of March 1, 2013 through December 31, 2013;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Keith Grohe and second of Wesley Poole, the commission voted to approve this ordinance according to Section 14 of the city charter. Roll call on the motion: Yeas: John Hamilton, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith, Julie Farrar and Pervis Brown, 7. Roll call on the ordinance: Yeas: John Hamilton, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith, Julie Farrar and Pervis Brown, 7. The President declared the ordinance passed.

ITEM #7 – Submitted by Jane E. Cullen, P.E.

Budgetary Information: The annual amount for continuing to participate with the Erie County National Pollutant Discharge Elimination System Phase II program is \$10,000. The annual cost will be paid with sewer funds.

ORDINANCE NO. 13-021: It is requested an ordinance be passed **authorizing and directing the city manager to enter into a memorandum of agreement with the Erie Soil & Water Conservation District for participation in the Erie County National Pollutant Discharge Elimination System (NPDES) Phase II program for CY 2013;** 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 Jeff Smith, the commission voted to approve this ordinance according to Section 14 of the city charter. Roll call on the motion: Yeas: John Hamilton, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith, Julie Farrar and Pervis Brown, 7. Roll call on the ordinance: Yeas: John Hamilton, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith, Julie Farrar and Pervis Brown, 7. The President declared the ordinance passed.

ITEM #8 – Submitted by Jane E. Cullen, P.E.

Budgetary Information: Funds for the payment of this service are routinely included in the operating budgets of city departments.

ORDINANCE NO. 13-022: It is requested an ordinance be passed **authorizing and directing the city manager to enter into a contract with Cintas Corporation of Sandusky, Ohio, for the supply and service of uniforms for city personnel for the period of April 1, 2013 through March 31, 2016;** 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 Wesley Poole, the commission voted to approve this ordinance according to Section 14 of the city charter. Roll call on the motion: Yeas: John Hamilton, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith, Julie Farrar and Pervis Brown, 7. Roll call on the ordinance: Yeas: John Hamilton, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith, Julie Farrar and Pervis Brown, 7. The President declared the ordinance passed.

ITEM #9 – Submitted by Paul E. Ricci, Fire Chief

Budgetary Information: The total amount of this expenditure is \$12,480 for the fire coats and pants. This purchase will be paid with funds from the fire department's 2013 proposed operating budget.

ORDINANCE NO. 13-023: It is requested an ordinance be passed **authorizing and directing the city manager to purchase six fire DEX assault style gold PBI matrix fire coat and pant sets from Fire Safety Services of Huntsville, Ohio, for use in the fire department;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Keith Grohe and second of Jeff Smith, the commission voted to approve this ordinance according to Section 14 of the city charter.

Discussion: John Hamilton asked what happens to the older sets of coat and pant sets and Paul Ricci said these are donated to departments - mostly in the South - which do not have gear, once they are unserviceable. There is a national clearinghouse for this type of thing.

Roll call on the motion: Yeas: John Hamilton, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith, Julie Farrar and Pervis Brown, 7. Roll call on the ordinance: Yeas: John Hamilton, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith, Julie Farrar and Pervis Brown, 7. The President declared the ordinance passed.

ITEM #10 – Submitted by James Lang, Interim Police Chief

Budgetary Information: The total cost for a new Chevrolet Impala police cruiser is approximately \$21,307. This grant requires no matching funds from the city.

RESOLUTION NO. 012-13R: It is requested a resolution be passed **repealing Resolution No. 007-13R passed by this city commission on February 25, 2013; approving and ratifying a grant application**

submitted to the Ohio Office of Criminal Justice Services for funding through the Edward Byrne Memorial Justice Assistance Grant Special Solicitation for Law Enforcement for the Sandusky Police Department; and declaring that this resolution shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Jeff Smith and second of Keith Grohe, the commission voted to approve this resolution according to Section 14 of the city charter.

Discussion: Keith Grohe thanked Jim Lang for this grant and Jim Lang said hopefully the city will be successful and will receive the grant.

Roll call on the motion: Yeas: John Hamilton, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith, Julie Farrar and Pervis Brown, 7. Roll call on the resolution: Yeas: John Hamilton, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith, Julie Farrar and Pervis Brown, 7. The President declared the resolution passed.

ITEM #11 – Submitted by Kelly L. Kresser, Clerk of the City Commission

A request has been received from the Ohio Division of Liquor Control requesting **a new D5J liquor permit** (*Spirituous liquor for on premises consumption only, beer, wine and mixed beverages for on premises, or off premises in original sealed containers, until 2:30 a.m. in a Community Entertainment District*) **for Tier 3 LLC, dba Volstead Bar, 316 East Water Street, Sandusky.** It is requested the commission clerk be authorized to notify the Ohio Division of Liquor Control the city has no objection to this request.

Upon motion of Julie Farrar and second of Pervis Brown, the commission voted for the city commission clerk to notify the Ohio Division of Liquor Control the city has no objection to this request. Roll call on the motion: Yeas: John Hamilton, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith, Julie Farrar and Pervis Brown, 7. The President declared the motion passed.

CITY MANAGER'S REPORT

Upon motion of Diedre Cole and second of Wesley Poole, the commission voted to accept the donation of a used filing cabinet to be used by the Fleet Maintenance Division from the Vaccaro family. The President declared the motion passed.

Nicole Ard said the **Friends of the Greenhouse would like authorization to receive a historic metal park bench** to be restored by Mack Iron Works and used for a future fundraising auction. **Upon motion of Diedre Cole and second of Wesley Poole, the commission voted to surplus this historic metal park bench and allow the Friends of the Greenhouse to take ownership of, and utilize at auction, the bench. The President declared the motion passed.**

Nicole Ard said she is following up with the **police chief selection candidates** and a decision will be made soon; she appreciates the patience.

Nicole Ard **thanked Jim Lang for his service to the City of Sandusky** and said he has seen some very happy and some very sad times with the police department.

Nicole Ard said **Carrie Handy's last day of employment is this week** and she will be a loss for the organization and thanked Carrie for her terms of service with the City of Sandusky. Nicole Ard said Carrie Handy has been a big supporter of the city and wished her the best in her new position.

Nicole Ard said there will be **changes with the playgrounds in Sandusky parks.** The former **restroom building has been taken down at Lions Park** and **assessments of playground** equipment will be made due to vandalism. Nicole Ard thanked staff in traffic services for their assistance with this effort. If people see unusual activities in parks (recurring graffiti), she urged residents to call the police department.

Nicole Ard said **the Sandusky Cabinets project** is moving along and Mannik and Smith are preparing bid books for this project.

Nicole Ard said the **DC Filter project** is moving along with the State of Ohio, and geo-testing and well monitoring is underway at this location.

Nicole Ard said **George Poulos is working with the Ohio Regional Development Corporation regarding the city's next CHIP grant.** The city received a letter from Ralph Chamberlain, Director of Erie Metropolitan Housing Authority (EMHA), and there will be a second public hearing this week. This should have been advertised for \$203,000 for private owner rehabilitation, \$22,000 for new construction for Habitat for Humanity (new construction) and \$25,000 for administration. This was determined after the first public hearing was held with different not-for-profits and, apparently, EMHA had been included in previous application rounds for rental assistance. Nicole Ard said George Poulos was not aware EMHA had been included previously but this can occur with feedback at the next meeting.

Nicole Ard said the city only received one proposal for **yard waste collection** with the same vendor as last year for the same cost. This will be presented at a future city commission meeting. There was no interest to provide **leaf collection** and these costs are being looked at, as well as spring and fall leaf drop-off days at Barnes Nursery. This costs approximately \$1,000 per event for about 300 residents. Nicole Ard thanked Kelly Kromer for helping to find lower cost alternatives for this purpose, and for tire collection efforts. Diedre Cole said leaf collection is an important function and without it, leaves will clog the sewer system and post a hazard on the streets. Diedre Cole asked if it possible to contact Osborn Park regarding the possibility of composting leaves at their facility near the public area used for gardening. Nicole Ard said in an organization she worked for previously, leaves were taken to local farmers and her concern is that leaves collected from the streets may not be disposed of in this fashion. The city does not have automated equipment and there are several employees involved with this process. Wesley Poole asked if there is better equipment available to make the city more efficient and effective and Nicole Ard said there is, but the cost is probably \$150,000 or more for a leaf truck. Wesley Poole said if employees are being paid to walk and collect leaves, we should have some sort of a look at the balance between buying new and paying employees to perform the service and Nicole Ard concurred.

Nicole Ard said **season passes for Mills Creek Golf Course are for sale.** The golf course is being prepared for this season.

Nicole Ard said work is being done at the **concession area at Dorn Community Park** for the upcoming season.

Nicole Ard said **the vendor who was at the Jackson Street pier last year is interested in concessions at the boat launch facility for the 2013 season.**

Nicole Ard said the **special events guide** is being prepared and thanked Victoria Kurt and other staff members for their assistance in getting this ready.

Nicole Ard thanked the members of the Sandusky Tree Commission, Tom Speir, and staff in the forestry division for helping Sandusky to obtain another **Tree City U.S.A. award.**

Nicole Ard asked for the commission to consider a closed session, after the regular session, for personnel matters (engineering, general services and police departments).

Nicole Ard said she has follow-up information regarding the **2013 budget.** There is uncertainty with some of the Safe Routes to School information and for the Sandusky Transit System. A public hearing should be scheduled on March 25 for the 2013 budget and the advertisement must be prepared by March 13.

Julie Farrar asked for confirmation of the **CHIP grant meeting** and Nicole Ard said this is scheduled for March 13 at 11 a.m. Diedre Cole asked what happened to the Ohio Regional Development Corporation and Nicole Ard said materials are being prepared for the city's CHIP application to the state and ORDC is working with George Poulos. Nicole Ard thanked staff from Serving Our Seniors, MRDD, the Erie Metropolitan Housing Authority and Habitat for Humanity for coming to the first meeting.

OLD BUSINESS

None.

NEW BUSINESS

Diedre Cole said she sent an email to the city commission requesting a **Resolution of Support for the Stone Lab at Gibraltar Island**. The Governor has asked \$400,000 to be cut from OSU's budget for the Stone Lab. Diedre Cole said this is a vital process and items being done to safeguard the lake. Without funding, there could be devastating repercussions for the community. **Upon motion of Diedre Cole and second of Wesley Poole, the commission voted for a Resolution of Support to be prepared for the next commission meeting regarding this issue.**

Discussion: Wesley Poole said \$400,000 is a drop when looking at the state budget and the impacts that could go wrong out in the lake. It is important funding be continued for this project.

Roll call on the motion: Yeas: John Hamilton, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith, Julie Farrar and Pervis Brown, 7. The President declared the motion passed.

Upon motion of Julie Farrar and second of Wesley Poole, the commission voted to schedule a public hearing regarding the 2013 budget on March 25 at 5 p.m. Roll call on the motion: Yeas: John Hamilton, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith, Julie Farrar and Pervis Brown, 7. The President declared the motion passed.

Upon motion of Julie Farrar and second of Diedre Cole, the commission voted to schedule a public hearing regarding a application for an amendment to the zone map for a portion of Lawrence Street on April 22 at 5 p.m. Roll call on the motion: Yeas: John Hamilton, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith, Julie Farrar and Pervis Brown, 7. The President declared the motion passed.

Upon motion of Pervis Brown and second of Wesley Poole, the commission voted to hold an executive session regarding personnel, police department. Roll call on the motion: Yeas: John Hamilton, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith, Julie Farrar and Pervis Brown, 7. The President declared the motion passed.

Upon motion of Pervis Brown and second of Julie Farrar, the commission voted to hold an executive session regarding personnel, engineering department. Roll call on the motion: Yeas: John Hamilton, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith, Julie Farrar and Pervis Brown, 7. The President declared the motion passed.

Upon motion of Pervis Brown and second of Julie Farrar, the commission voted to hold an executive session regarding personnel, general services department. Roll call on the motion: Yeas: John Hamilton, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith, Julie Farrar and Pervis Brown, 7. The President declared the motion passed.

Upon motion of Pervis Brown and second of Jeff Smith, the commission voted to hold an executive session regarding pending litigation. Roll call on the motion: Yeas: John Hamilton, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith, Julie Farrar and Pervis Brown, 7. The President declared the motion passed.

AUDIENCE PARTICIPATION

Michael Meyer, 401 Shoreline Drive, said he attended the February 11 commission meeting and asked if there is anything new regarding the Keller Building that can be shared with the residents of Chesapeake Lofts. Nicole Ard said she cannot speak to the funding issue, but the engineering department is working on specifications for demolition. Hank Solowiej said the city is moving toward the bonding issue. Nicole Ard said there is not a schedule as yet. Wesley Poole said he believed the commission passed legislation months ago to open Shoreline Drive or fence this area off and John Hamilton said he does not recall this. Michael Meyer said the engineer stated there was discussion about removing the water tower and asked if this could be moved ahead. Nicole Ard said the main thing is getting information about what can be done similar to the Sandusky Cabinets and DC Filter properties. John Hamilton said all of the balls are juggled into the hands of engineering and this is moving at the speed of government.

Nanette Guss, 420 East Jefferson Street, asked what the plans are for the basement area of the Keller Building once the building is removed. Nicole Ard said there are EPA requirements for the vapor concerns and other issues. One step may be taking the building down while a second step will be to address these other issues. Nanette Guss said it was rumored the basement could not be filled in because of groundwater contamination. Nicole Ard said she has heard there are issues with disposing of the groundwater.

Sharon Johnson, 1139 Fifth Street, asked if the bond money has come in and Hank Solowiej said the city is looking to close on March 28. Sharon Johnson said Jim Lang's last day is Wednesday and yet a permanent police chief has not been appointed. Sharon Johnson asked who the acting chief will be and Nicole Ard said there are about seven lieutenants and six sergeants and there are persons in the short term. Sharon Johnson asked when Carrie Handy's last day of employment will be and Nicole Ard said March 15. Sharon Johnson asked how this department will be covered. Nicole Ard said Anna Enderle is a Planner and has been working with Carrie. Some of the other vacancies will be assessed and the candidates for the Director of Engineering Services are being narrowed. Nicole Ard said the job description for this position did not initially acknowledge the Planners were part of the engineering department and there are some people with experience in development who have applied. Anna Enderle is being prepped to take over more responsibility and training is being looked at. Sharon Johnson said she is concerned as the city is in the middle of the CDBG funding cycle and Nicole Ard said Anna Enderle will be at the meeting on Thursday and she already does a lot of the data entry for HUD.

Tim Schwanger, 362 Sheffield Way, said some of the staff members are difficult to hear on the television. Tim Schwanger asked if there has been a decision made yet regarding the evaluation for the city manager. He has read minutes from past city commission meetings and it appears some commissioners do not feel it is necessary to do an evaluation. The first year on the job as a city manager is an important time to do this and he believes the ICMA would agree. The ICMA has several examples of how to do an evaluation and Tim Schwanger said he highly recommends contacting The Novak Consulting Group to do this (evaluation) as they were paid \$20,000 - as per their agreement - if this is not too much of an undertaking. There was a discussion in January this part of the contract was waived and he does not understand how this decision could have been made. Having an evaluation done by an outside evaluator is a good way to show the commission they are right and the newspaper is wrong. Julie Farrar said no one ever made a comment it was unimportant to evaluate the charter officers and Keith Grohe has announced these are underway and the evaluation for Hank Solowiej will be done first. Keith Grohe said it is important the evaluations be completed and he has read the contract with The Novak Consulting Group. It stated they would come in the first six to eight weeks after placement for a job review to ensure continued progress and productivity for the employee and client. They were to speak to the city about the progress in implementing the goals and the contract outlined they will update the city commission as necessary and it is on The Novak Group whether to update the commission, or not. Keith Grohe said he does not know if The Novak Consulting Group contacted anyone during the first few months of the city manager's employment, but no one contacted him. John Hamilton said Catherine Tuck-Parrish contacted him and we did waive the one year review according to the contract. Wesley Poole said all employees should be evaluated annually. Diedre Cole said she is listening to her colleagues saying this portion of the contract (with The Novak Consulting Group) was waived, but she was not here at that time as her mother was critically ill. Diedre Cole asked Kelly Kresser to find this dialogue in the commission minutes as this is the only way it could have been waived.

Tim Schwanger said he sent an email regarding the work being done behind city hall to dredge the Sandusky Sailing Basin. They are doing some damage that will have to be addressed in the future. Nicole Ard said she replied to this email earlier today and Jane Cullen and Ed Dayringer from the city's engineering department have been in touch with the Sandusky Sailing Club and Barnes Nursery (the contractor). They have been very responsive with fill on the ground and they are contracting with the city to clean the streets at their cost. The area being accessed is the only one they can access and maneuver through. Nicole Ard said she believes they will continue to work with the city and they are being responsive thus far. Tim Schwanger said the issue is not with the pathway itself, it is with the blacktop. John Hamilton said this was dredged about 12 years ago and things were taken care of afterwards and there was no destruction. Wesley Poole said the Sandusky Sailing Basin has been here for a long time and roads should be designed to support the traffic that runs on them. Tim Schwanger said the road was not built for several tons of materials to be taken across and the Sandusky Sailing Club not having their own entrance or exit is their problem and they should make good on the damages. Diedre Cole said the city is the neighbor and needs to work with them to make things right.

Tim Stookey, 1307 Fifth Street, said Fifth Street is hazardous for school children walking back and forth from school. If driving on the south side of the street, it is extremely difficult to maintain control of a vehicle and a lot of vehicle side swipes have been made. The street is literally falling apart and the city tries to cold patch areas, but it does not last. The substructure of the road is gone and in various areas, there are sinkholes where the sidewalks are dropping over top of the sanitary sewers. Someone needs to order in legislation and get a professional to find out what is going on with the street. Semi trucks are not permitted and signage is posted at McKinley Street. Diedre Cole said she looks forward to letting the city look into these issues. Wesley Poole asked how much semi traffic is going down Fifth Street and Tim Stookey estimated one or two per day. Wesley Poole asked if Tim Stookey has ever contacted the police and he (Tim) said once or twice.

Timothy Work, 517 42nd Street, said he has concerns about neighbors leaving trash out at the curb all week. He called the code enforcement division to find out how the process works and was told this is a nuisance violation and complaints can be made anonymously. The trash container was removed but the neighbor may go back to their old ways. Timothy Work said he would like to know the guidelines for trash storage and removal. Timothy Work said citizens should not be afraid to get involved and call the police if necessary about issues. This is painless and something did happen as a result in this instance. Wesley Poole said these things are called nuisances and will continue to come up and is why they are called nuisances. The city cannot police every street continuously and it is up to citizens saying they are not willing to tolerate these things. Wesley Poole said he recently observed someone placing trash in a can at Shoreline Park and he promptly called the police department and this was taken care of. Citizens can become involved in nuisance issues and utilize tools available, and should be patient with what the city can control. Keith Grohe said citizens do need to get involved and there are a lot of complainers, but many do not want to take ownership to clean things up. The city will do the best it can with the services it provides.

The President announced a recess of the regular session at 6:34 p.m. Four executive sessions were held beginning at 6:45 p.m. Upon motion of Keith Grohe and second of Julie Farrar, the commission voted to adjourn the meeting at 7:38 p.m. The President declared the motion passed.

Kelly L. Kresser, CMC
Clerk of the City Commission

John F. Hamilton
President of the City Commission