

**Diedre Cole called the meeting to order** at 5 p.m. after the **Invocation**, given by Pervis Brown, and the **Pledge of Allegiance**.

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

**Upon motion of Jeff Smith and second of Keith Grohe, the commission voted to excuse John Hamilton. The Vice President declared the motion passed.**

**City staff present:** Paul Ricci - Fire Chief, John Orzech – Police Chief, Aaron Klein – City Engineer, Thomas Schwan – Transit Administrator, Don Icsman - Law Director, Hank Solowiej - Finance Director and Kelly Kresser - Commission Clerk.

**Upon motion of Pervis Brown and second of Julie Farrar, the commission voted to approve the minutes of the September 9 city commission meeting and suspend the oral reading. The Vice President declared the motion passed.**

#### **AUDIENCE PARTICIPATION** (*agenda items only*)

Tim Schwanger, 362 Sheffield Way, said there are three properties on the agenda for the land bank program, but they do not all include addresses and sale prices; he asked if this information could be added in the future. Tim Schwanger asked if the money for SPARC (Item #4) has been in a special fund since its receipt.

#### **CURRENT BUSINESS**

**Upon motion of Pervis Brown and second of Julie Farrar, the commission voted to accept all communications. The Vice President declared the motion passed.**

#### **ITEM #1 – Submitted by Amanda Meyers, Paralegal**

##### **SALE OF PROPERTY THROUGH LAND REUTILIZATION PROGRAM LOCATED ON HUNTINGTON AVENUE**

**Budgetary Information:** The cost associated with this purchase and sale agreement is the total amount of the deed preparation, recording 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 nonrefundable earnest money deposit of one hundred and eighty two dollars (\$182) required to be paid by the purchasers.

**ORDINANCE NO. 13-091:** 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 #57-00650.000, located on Huntington Avenue, Sandusky, is no longer needed for any municipal purpose and authorizing the execution of a purchase and sale 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 approve this ordinance.**

*Discussion:* Amanda Meyers said some properties do not have actual physical addresses and this is the reason they are identified by the permanent parcel number.

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

#### **ITEM #2 – Submitted by Amanda Meyers, Paralegal**

##### **SALE OF PROPERTY THROUGH LAND REUTILIZATION PROGRAM LOCATED ON NEIL STREET**

**Budgetary Information:** The cost associated with this purchase and sale agreement is the total amount of the deed preparation, recording 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 nonrefundable earnest money deposit of two hundred and seven (\$207) required to be paid by the purchasers. By returning this nonproductive land to tax producing status, the taxing districts will immediately begin collecting approximately one hundred twenty four dollars and twenty two cents (\$124.22) in annual real estate taxes once again.

**ORDINANCE NO. 13-092:** 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 #57-01431.000, located on Neil Street, Sandusky, is no longer needed for any municipal purpose and authorizing the execution of a purchase and sale 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 Keith Grohe and second of Wesley Poole, the commission voted to approve this ordinance. Roll call on the motion: Yeas: Pervis Brown, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith and Julie Farrar, 6. Roll call on the ordinance: Yeas: Pervis Brown, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith and Julie Farrar, 6. The Vice President declared the ordinance passed.

**ITEM #3 – Submitted by Amanda Meyers, Paralegal**

**SALE OF PROPERTY THROUGH LAND REUTILIZATION PROGRAM LOCATED ON EAST JEFFERSON STREET**

**Budgetary Information:** The cost associated with these purchase and sale agreements is the total amount of the recording fees, title examination, and survey and deed preparation. The costs shall be recouped by the city from the nonrefundable earnest money deposits required to be paid by purchasers upon sale. The purchasers shall pay the real estate transfer tax and recording fees upon purchase. By returning this nonproductive land to tax producing status, the taxing districts will immediately begin collecting real property taxes and assessments once again.

**ORDINANCE NO. 13-093:** 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 #56-00868.000, located at 509 East Jefferson Street, Sandusky is no longer needed for any municipal purpose and authorizing the execution of purchase and sale agreements 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 Keith Grohe, the commission voted to approve this ordinance. Roll call on the motion: Yeas: Pervis Brown, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith and Julie Farrar, 6. Roll call on the ordinance: Yeas: Pervis Brown, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith and Julie Farrar, 6. The Vice President declared the ordinance passed.

**ITEM #4 – Submitted by Thomas Schwan, Transit Administrator**

**SANDUSKY TRANSIT SYSTEM GRANT APPLICATION WITH THE OHIO DEPARTMENT OF TRANSPORTATION FOR CY 2014**

**Budgetary Information:** The Rural Transit program operating funds have a significant impact on the Sandusky Transit System budget, as it comprises a very large amount of the total operating budget. Without this funding, services would have to be drastically reduced. The required local matching funds (20%) will be generated by contracts established by the Sandusky Transit System.

**RESOLUTION NO. 036-13R:** It is requested a resolution be passed **authorizing the filing of a grant application with the Ohio Department of Transportation through the U.S. Department of Transportation Federal Transit Administration for the CY 2014 Rural Transit program grant 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 Jeff Smith and second of Pervis Brown, the commission voted to approve this resolution.

*Discussion:* Tom Schwan said the city received grant notification, but the money is not given to the city until it has been spent. Diedre Cole asked about the matching funds from local contracts. Thomas Schwan said there are two pieces to the grant, one piece is for the operating funds and the other is for capitalized maintenance costs. Operating costs are split 50%/50% and capitalized maintenance is split 80%/20%. Operating costs are right around \$250,354, and the capital cost of maintenance is about \$400,000 with an \$80,000± match. This is part of the matching funds the city will be receiving from Serving Our Seniors (SOS) in the amount of \$192,000 and the Erie County Developmental Disabilities (ECDD) contract is right around \$240,000 depending on the number of trips given during the next year. It has been broken down according to how much the city needs for the grant. Keith Grohe said he is concerned about generating enough local match money to avoid affecting the general fund. Hank Solowiej said his concern is that the city is not generating enough local match money this year and this will need to be subsidized by the general fund. Hank Solowiej said he has met with Thomas Schwan and other staff members to come up with a plan to ensure the city gets these funds and this will need to be addressed going forward. Thomas Schwan said he is working on generating revenue by advertising on the transit vehicles and other available options. Thomas Schwan said this grant funds the demand response service provided by Sandusky Transit System and SPARC 3 service. The JARC grant funds I and II

are used for major operating and capital needs and to pay to the services provided. Diedre Cole asked when the grant is due and Thomas Schwan said it is due September 30. Pervis Brown asked what part of the 20% is already guaranteed and Thomas Schwan said the city has contracts in place with ECDD and SOS for fully allocated cost trips which goes toward matching funds. These contracts also generate money for matching funds and he cannot guarantee a specific/certain amount of money as trips are provided for the agencies, and they pay the city its fully allocated price. The more trips provided, the more matching funds the city receives. Pervis Brown asked about past history and Thomas Schwan said for the past three years, ECDD has been the largest generator of matching funds (\$220,000 – \$300,000) and SOS is capped at \$192,000; they are at a little over \$100,000 for the year in matching funds. The Veterans Administration provides a small amount (\$5,000 - \$6,000 per year) and there are also some administration fees which can be used as matching funds. Thomas Schwan said this year he is working on an in-kind plan to take care of some of the matching funds. Diedre Cole asked if there is anything else that can be addressed to alleviate some of these concerns. Aaron Klein said he has had meetings with Thomas Schwan and members of the finance office staff and the plan is to ensure the transit budget is solely self sufficient for 2014. They are analyzing additional options and contracts and pushing to see if the city can get other contracts in place before the beginning of the year so they can take effect January 1. The in-kind contributions for city staff time may also be able to be used as our match and there are other ideas staff is looking at to ensure this fund is self sufficient and does not take money from the general fund. Staff will be meeting at least every two months, or more frequently if necessary, to ensure the city is moving as quickly as possible to get the matching funds in. The city has taken a proactive effort so we do not have to dig into the general fund. The twenty percent referenced in the communication is actually fifty percent (50%) and the twenty percent (20%) was for capital costs which have been eliminated completely for this year. Wesley Poole said staff has done as much as possible with this and there are no guarantees as to how much revenue the city will generate - similar to the city not knowing how much revenue Cedar Point will generate each year.

**Roll call on the motion: Yeas: Pervis Brown, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith and Julie Farrar, 6. Roll call on the resolution: Yeas: Pervis Brown, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith and Julie Farrar, 6. The Vice President declared the resolution passed.**

**ITEM #5 – Submitted by Aaron Klein, P.E.**

**CONTRACT TO CONSTRUCT BUS SHELTERS FOR THE SANDUSKY TRANSIT SYSTEM/SPARC ROUTE**

**Budgetary Information:** The cost of the project based on bids, including engineering, inspection, advertising and miscellaneous costs is \$68,400. The project will be funded with American Recovery and Reinvestment Act grant money at a maximum amount of \$68,579. There is no city-funded match required so there will be no impact on the city's general fund.

**ORDINANCE NO. 13-094:** It is requested an ordinance be passed **authorizing and directing the city manager to enter into a contract with KF Construction & Excavating, LLC, of Clyde, Ohio, for the Sandusky Transit System SPARC route bus shelter project;** 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.**

*Discussion:* The bus shelters are necessary and the city is continuing to provide the best services possible. Thomas Schwan said the Federal Transit Administration pays the city once the project is completed and the city will be reimbursed these monies.

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

**ITEM #6 – Submitted by Jeff Meinert, Superintendent, WPC Plant**

**RESOLUTION OF NECESSITY FOR CHEMICAL STORAGE TANK REPAIR PROJECT**

**Budgetary Information:** The estimated cost of the project, including construction, engineering, inspection, advertising and miscellaneous cost is \$40,000. The city is responsible for the entire cost, and it will be paid with the city's sewer fund.

**RESOLUTION NO. 037-13R:** It is requested a resolution be passed **declaring the necessity for the city to proceed with the proposed chemical storage tank repair project; approving the specifications and engineer's estimate of cost thereof; and directing the city manager to advertise for and receive bids in relation thereto;** 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 Pervis Brown, the commission voted to approve this resolution. Roll call on the motion: Yeas: Pervis Brown, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith and Julie Farrar, 6. Roll call on the resolution: Yeas: Pervis Brown, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith and Julie Farrar, 6. The Vice President declared the resolution passed.

**ITEM #7 – Submitted by Troy Vaccaro, Chief Foreman**

**INTERGOVERNMENTAL AGREEMENTS WITH THE CITY OF HURON AND MARGARETTA TOWNSHIP – FLEET MAINTENANCE SERVICES**

**Budgetary Information:** No general fund money will be required for this agreement. The City of Sandusky will charge the City of Huron Fire Department and Margarett Township Fire Department \$64 per hour for labor in quarterly increments.

- A. **ORDINANCE 13-095:** It is requested an ordinance be passed **approving and authorizing the execution of an intergovernmental agreement with the City of Huron to provide routine maintenance service and repairs for the City of Huron’s Fire Department vehicles beginning July 1, 2013 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 Jeff Smith, the commission voted to approve this ordinance. Roll call on the motion: Yeas: Pervis Brown, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith and Julie Farrar, 6. Roll call on the ordinance: Yeas: Pervis Brown, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith and Julie Farrar, 6. The Vice President declared the ordinance passed.

- B. **ORDINANCE NO. 13-096:** It is requested an ordinance be passed **approving and authorizing the execution of an intergovernmental agreement with Margarett Township to provide routine maintenance service and repairs for Margarett Township’s Fire Department vehicles beginning July 1, 2013 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 Wesley Poole and second of Keith Grohe, the commission voted to approve this ordinance. Roll call on the motion: Yeas: Pervis Brown, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith and Julie Farrar, 6. Roll call on the ordinance: Yeas: Pervis Brown, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith and Julie Farrar, 6. The Vice President declared the ordinance passed.

**ITEM #8 – Submitted by Paul E. Ricci, Fire Chief**

**PURCHASE OF AUTO EXTRICATION/RESCUE TOOLS FROM SUTPHEN CORPORATION**

**Budgetary Information:** This purchase will not negatively impact the general fund. The funding for this purchase in the amount of \$33,464 will be paid from funds generated from ambulance transport fees in the fire department EMS fund.

**ORDINANCE NO. 13-097:** It is requested an ordinance be passed **authorizing and directing the city manager to purchase Holmatro automobile extrication/rescue tools through the State of Ohio, Department of Administrative Services, cooperative purchasing program from Sutphen Corporation of Dublin, Ohio;** 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 approve this ordinance.

*Discussion:* Diedre Cole asked what will happen with the old (1995) equipment. Paul Ricci said at the end of the service life for the older equipment, the city will most likely dispose of it via [www.GovDeals.com](http://www.GovDeals.com). Paul Ricci said cars are getting lighter and as they are getting lighter, they are getting stronger, and the new equipment is made to cut and spread these steels.

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

**ITEM #9 – Submitted by John Orzech, Police Chief**

**PURCHASE OF BALLISTIC VESTS FOR POLICE DEPARTMENT**

**Budgetary Information:** The total cost of the eighteen (18) vests is estimated at \$12,330 which will be paid with \$6,165 allocated from the police department’s operating budget and \$6,165 (50% of total cost of vests purchased and delivered) will be paid with funds from the bulletproof vest partnership program.

**ORDINANCE 13-098:** It is requested an ordinance be passed **authorizing and directing the city manager to purchase eighteen (18) Armor Express Halo Level II ballistic vests from D & G Uniforms of Akron, Ohio, for the Sandusky Police Department;** 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. Roll call on the motion: Yeas: Pervis Brown, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith and Julie Farrar, 6. Roll call on the ordinance: Yeas: Pervis Brown, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith and Julie Farrar, 6. The Vice President declared the ordinance passed.**

**ITEM #10 – Submitted by John Orzech, Police Chief**

**PAYMENT TO TAC COMPUTER, INC. FOR PARTIAL PAYMENT OF ANNUAL MAINTENANCE AGREEMENT**

**Budgetary Information:** The total amount of this expenditure is \$3,443.75. The funds for this expenditure are budgeted for in the 2013 police operating budget.

**ORDINANCE NO. 13-099:** It is requested an ordinance be passed **authorizing and directing payment to TAC Computer, Inc. of Oakwood, Ohio, in the amount of \$3,443.75 for three (3) months of the annual maintenance fee for the period of October 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 Jeff Smith and second of Julie Farrar, the commission voted to approve this ordinance. Roll call on the motion: Yeas: Pervis Brown, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith and Julie Farrar, 6. Roll call on the ordinance: Yeas: Pervis Brown, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith and Julie Farrar, 6. The Vice President declared the ordinance passed.**

#### **CITY MANAGER'S REPORT**

**Upon motion of Pervis Brown and second of Wesley Poole, the commission voted to accept an in-kind donation of \$540 from the Erie Ottawa County Mental Health & Recovery Board as payment to utilize the Sandusky State Theatre for the Crime Prevention Council's Drug Summit scheduled in October. The Vice President declared the motion passed.**

**Upon motion of Pervis Brown and second of Jeff Smith, the commission voted to accept a donation in the amount of \$50 from U.S. Tsubaki for the fire department. The Vice President declared the motion passed.**

Kelly Kresser congratulated **Charod Johnson who was recently appointed to the full-time position of Assistant Plant Operator at the Water Treatment Plant.** It was also noted **Bradley Link was recently promoted to the position of Chief Foreman in the Water Distribution Division** after the retirement of Luke Lewis.

Keith Grohe said **Sgt. Ron Snyder, School Resource Officer Chris Rankins and Officer Steve Ritterbach were recently recognized for their participation in the second annual Sandusky Community Back to School Rally.** Members of the Fire Department also participated in this event.

Keith Grohe said the Police Department recently provided a **narcotics unit update.** In August, the department netted ½ grams of crack cocaine, one pound and 75 marijuana plants, and three grams of heroin. The plants were obtained during an OVI saturation patrol.

Keith Grohe said Chief John Orzech anticipates the **transition to the new uniforms and patches** on November 1.

Keith Grohe said Aaron Klein attended the **Sandusky Main Street Board meeting and reported back on the coordination of improvements to the Water Street improvement project** to help with traffic calming and beautification (a stamped asphalt area that will resemble brick).

Keith Grohe said the city recently requested an adjustment from the Erie Regional Planning Commission to adjust the 2010 application for the **Water Street rehabilitation project** to reflect design performed by city staff. This adjustment would increase the eligible funds to accommodate that change given limited available staffing.

Keith Grohe said Connie Nicolson recently attended a BORMA meeting with Hank Solowiej and **the city's cost of health insurance may increase, possibly up to 25%.**

Wesley Poole said the city received an invoice from the **National League of Cities (NLC) for annual membership renewal** and said he does not have information about whether \$1,800 is a worthwhile expense. Diedre Cole said originally, this was her idea (after attending the Ohio Municipal League conference) and there are several significant advantages to participating with NLC, but the city has not utilized their services. There are several programs that are worthwhile and essential.

**Upon motion of Julie Farrar and second of Pervis Brown, the commission voted to renew the city's membership in the National League of Cities. Roll call on the motion: Yeas: Pervis Brown, Diedre Cole, Julie Farrar, 3. Nays: Wesley Poole, Keith Grohe and Jeff Smith, 3. The Vice President declared the motion fails.**

Pervis Brown said environmental documents were signed recently for a **revolving loan for the new restaurant, Hearth Brickoven, LLC.**

Pervis Brown said staff is preparing a request for **revolving loan funds to assist a new employer - Ability Works** - in the city.

Pervis Brown said the city received official notification from the state regarding the **CHIP housing grant** and has returned acceptance of that grant. The Ohio Regional Development Corporation is working on the next steps for implementation.

Pervis Brown said as a cost-saving measure of about \$140 per day, during the slower part of the season, and for the remainder of this season, the **Paper District Marina** will be staffed by dockhands on weekends. Dockside staff will handle any weekday visitors and slip reservations; signage and a drop box are also being added. During the past few weeks, the weekday activity has been very slow. Dockside will be closed for the season on September 30.

Jeff Smith said the city will start its **leaf collection program** on October 28 and the complete schedule and zone information is on the city's website.

Jeff Smith said as a reminder youth groups, community organizations, churches, businesses, homeowner associations, families and individuals are encouraged to perform a **community cleanup or beautification project**. Residents can pick an area of Sandusky to clean up or beautify whether in their own neighborhood or at a spot in town needing attention. Jeff Smith urged persons to get permission from property owners before working on other property. To help thank folks who help the city, volunteers who report their work will be recognized by the city and if they let us know by October 30; they will be entered into a drawing for a \$100 Toft's gift card. Cleanup or beautification work performed can be submitted via email: [generalservices@ci.sandusky.oh.us](mailto:generalservices@ci.sandusky.oh.us). If supplies are needed such as vests, gloves, shovels, litter grabbers, brooms or bags, residents can contact Erie Soil & Water District at 419.626.5211 to request the G.R.E.E.N. Bean trailer. This trailer can be borrowed to help by "Growing Responsible Environmentally Educated Neighborhoods".

Julie Farrar said there have been many special events held recently in Sandusky including the **Bassmaster Northern Open fishing tournament**. Televised weigh-ins are online at [www.Bassmater.com](http://www.Bassmater.com) and several of the world's elite professionals (over 240 anglers) were in Sandusky for the tournament coming from as far away as Canada, California, New York and many southern states.

Julie Farrar said the **Farmer's Market** continues each Saturday through October at the corner of Hancock and Market Streets.

Julie Farrar said the **Fishers of Men national Tournament Trail Midwest Championship** is scheduled for September 20 – 21.

Julie Farrar said motorists should be mindful of several upcoming events including: **Northcoast Oktoberfest** scheduled for September 28 from 12 p.m. – 10 p.m. and sponsored by the Sandusky Main Street Association and North Coast Young Professionals. The **Humane Society's Walk for Animals** will be held on September 29 in downtown Sandusky. The **Sandusky Area Hunger CROP Walk** for hunger will be held on October 6. The **Nehemiah Center's 5K Run and Walk** will be held on October 12 at the former Campbell School. The 9<sup>th</sup> annual **downtown trick or treat** is scheduled for Saturday, October 19 from 11 a.m. - 1 p.m. The **Boo at the Bay Festival** will be held immediately after the downtown trick or treat at the Sandusky Bay Pavilion from 12 p.m. – 4 p.m. The **Cedar Point citywide trick or treat** will be held later in the month.

Julie Farrar said the **Sandusky State Theatre's gala** fundraiser is in November and a request was granted by the city manager for **palms and ferns to be provided by the city greenhouse**. The city has provided these to the theatre in the past given the city has directly partnered with the organization to support common goals. Its value is less than \$100.

#### **OLD BUSINESS**

None.

#### **NEW BUSINESS**

**Upon motion of Jeff Smith and second of Pervis Brown, the commission voted to waive the tap-in fees for St. Mary's Central Catholic School (SMCC) and to authorize city staff to do the work so long as SMCC provides the material and meters the water. Jeff Smith later rescinded this motion and Pervis Brown rescinded his second.**

*Discussion:* Jeff Smith said as the liaison to the Recreation Board, the members have asked for **approval to waive the water tap-in fees** for SMCC for a project at Dorn Community Park at Fields #5 and #9. The request is for the city to waive the tap-in fees for the project and SMCC is willing to pay for the material and for the cost of the water (through metering) to maintain the city's fields. Pervis Brown said the city should pay for the materials, including the water, as SMCC is maintaining and beautifying city property. Whatever is invested in this area will remain if SMCC leaves it, and the city should pay for this. Diedre Cole said she would like to hear more about the project and the staff's opinions as the city has had a practice of not waiving tap-in fees in the past. Aaron Klein said this topic came before the Recreation Board on two separate occasions. The first was for initial discussion and a request for the tap-in fees to be waived. After the first meeting, SMCC learned they will receive parts and materials from another supplier and the members of the board agreed it would take one half to one day to complete the work. Aaron Klein said he will authorize his staff to do this work through the Water Distribution Division. The tap-in fees cannot be waived by anyone except for the city commission. It is not typical to waive these fees, but this project is a benefit to the city and the property is owned by the city. Aaron Klein said he would be concerned about waiving charges for water completely as SMCC has already agreed to pay for this work and for the water. The city does not have one hundred percent control over the use of the water and they (SMCC) could be spraying the field in unlimited amounts and there would have to be trust the water would be used only for their fields. Jeff Smith said SMCC, along with other users of the field, already have access to hose bibs in other areas of the park and they currently use the city's water. This would be more for convenience and they would start paying for the water rather than utilizing city water. Don Icsman said he is just hearing about this for the first time and would recommend the city never waive tap-in fees. He is not clear as to why this request is for fields owned by the city and licensed to the schools through a priority use agreement; if it is for an improvement to property owned by the city and SMCC is donating and providing materials, this should not even be considered a waiver. The only time he recalls tap-in fees being waived was by a previous city manager who waived them for R.B. Manufacturing and the manager had no authority to do this. The commission is the only authority which can waive fees and the city has not done this for anyone. This is the city's water and we should just do it (tap into the water system on our property). As part of this, SMCC will do this project. **Jeff Smith rescinded this motion and Pervis Brown rescinded his second.** Keith Grohe said if there is a vote he will abstain as his cousin is married to the athletic director at the school. Wesley Poole asked if there is something that needs to be done to get the work done and Diedre Cole said she believes the ball is in the court of the engineering department. Aaron Klein said the parts, pipes, fittings and meters will be authorized as well as the work and this does not need commission authorization.

**Roll call to rescind the motion: Yeas: Pervis Brown, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith, Julie Farrar, 6. The Vice President declared the motion to rescind passed.**

**Upon motion of Jeff Smith and second of Pervis Brown, the commission voted to work on the formation of an Economic Advisory Board.**

*Discussion:* Jeff Smith said due to the extreme discussions that have been taking place about the budget concerns, he has done some research on community economics, and now might be the time for the city commission to form an **Economic Advisory Board**. It is a common practice for other communities to furnish expertise in the areas of finance, transportation, industrial management, real estate, employment training, retail management and utilities. It is time the city start looking at increasing revenue, not by raising taxes, but by trying to increase business in Sandusky. Jeff Smith said he will get working on this as soon as possible (if the motion passes). Julie Farrar asked if this committee will serve

in an advisory capacity similar to other boards and commissions and Jeff Smith indicated it would. Jeff Smith said he has had developers who have told him they had previously worked in Sandusky, but they choose not to. He would like to bring some of these developers in and ask them why and see what can be done to change this. He would like to know why it is they have a hard time in Sandusky but find it easier to work in other communities. Jeff Smith said he spoke with Peter Zaehring of the Erie County Economic Development Corporation (ECEDC) about this and he (Peter) said this is long overdue and he is willing to serve on this Board. This will be a good tie-in between the city and ECEDC; it would not be in competition, they will work hand in hand. Wesley Poole said this is long overdue, but it would be nice to have a better idea of what this Board will be charged with, who the members will be, if it will be by title, and how frequently they will meet. He would like some description of their goals and objectives so the public has an idea of what they are expected to do. Diedre Cole said she thinks this is an excellent idea, but adding another board or commission to the already existing 33 boards probably would be best handled by ordering in legislation and this board needs structure through a codified ordinance. Don Icsman said it is always nice to have security for his job, but this is something the commission can decide or determine as far as structure and/or membership. Jeff Smith said he would like this to come before the commission for passage and approval of membership. Jeff Smith said he has sample ordinances from other communities to work from and he would like this to be created one hundred percent by the commission and not just him. He would like to work with Don Icsman to get going, but the commission should appoint the members. Other communities seem to have appointments from the utility industry, banking, real estate, large and small businesses, schools and chambers of commerce. It is time the city starts to look at other sources of income besides taxes. Diedre Cole said she does not think the city is at a point to approve a motion and stated Jeff Smith could have simply put this together on his own, along with the law department, by drafting an ordinance for presentation as a total package to the commission. Jeff Smith said he previously made a motion to start the Sandusky Crime Prevention Council to get it going. Diedre Cole said this should be done by codified ordinance and Jeff Smith should work with Don Icsman; Jeff Smith said he would prefer for the commission approve this and he will get working on it. Diedre Cole said her skepticism is the way the motion is worded and it does not state the board will be set up according to the codified ordinances. The way it is worded gives autonomous ability to create a committee outside of this body (the commission). Diedre Cole asked for the motion to be amended to include working with the law director to pass a codified ordinance; Jeff Smith said he is not trying to get an ordinance passed today. Once he is done working on it, he will come back and ask for approval to create an ordinance. Wesley Poole asked Jeff Smith if he is in the beginning stages of forming this committee and if he plans to bring something back for the commission to approve; Jeff Smith agreed this is his intention. Wesley Poole said he can support this motion.

**Roll call on the motion: Yeas: Pervis Brown, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith and Julie Farrar, 6. The Vice President declared the motion passed.**

Diedre Cole said the city received a letter from **Freshwater Future asking for support, through a resolution, to join thirty communities around the Great Lakes region to pass a resolution to find a permanent solution to stopping Asian carp.** Diedre Cole said Asian carp DNA has already been found in Lake Erie.

**Upon motion of Jeff Smith and second of Pervis Brown, the commission ordered in a Resolution of support.**

*Discussion:* Julie Farrar asked if there is any financial impact and Diedre Cole indicated this is only for a Resolution of support.

**Roll call on the motion: Yeas: Pervis Brown, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith and Julie Farrar, 6. The Vice President declared the motion passed.**

Diedre Cole said there will be an **official opening of the S.R.6/Venice Road grade separation on Tuesday, September 24 at 3 p.m.** The public is welcome and encouraged to attend.

Diedre Cole said **city offices will be closed on Monday, October 14 in observance of the Columbus Day holiday.** The next city commission meeting will take place on Tuesday, October 15 at 5 p.m.

Julie Farrar asked about **completing the evaluation for the finance director** and if it could be completed this evening. Diedre Cole said she does not have this with her.

Wesley Poole said he had the opportunity to attend the **Sandusky Bay Rowing Association's ribbon cutting for their kayak launch on River Avenue,** along with Chief Paul Ricci. Wesley Poole congratulated

the Rowing Association and noted it is great to see that people will start using this area for recreation. A building was put up in a very short period of time and private/public partnerships can be successful. This was built at the speed of business, not government.

Diedre Cole said there was a **resignation on the Human Relations Commission** and a number of persons have submitted applications. This vacancy can be addressed at the next commission meeting.

**Upon motion of Keith Grohe and second of Pervis Brown, the commission voted to hold an executive session regarding personnel, commission clerk. Roll call on the motion: Yeas: Pervis Brown, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith and Julie Farrar, 6. The Vice President declared the motion passed.**

Jeff Smith said the **Oktoberfest will take place in downtown Sandusky** this Saturday and Columbus Avenue will be closed between 12 a.m. – 10 p.m.

#### **AUDIENCE PARTICIPATION**

Sharon Johnson, 1139 Fifth Street, asked the status of Hopper's mobile home park as there was a legal deadline last Monday and it seems this is at a standstill. Paul Ricci said he would not classify this as a standstill and unfortunately, this process takes time. The deadline came and went and he is working with the prosecutor to prepare the necessary paperwork to get the park cleaned up. The Erie County Board of Health is meeting this week to address their issues. They are moving forward to abate the hazard and dumpsters were brought in and filled. Snow fencing has been erected to keep debris from flying around, he (Paul) is in contact with utility companies for termination of services to make this area safe when debris removal takes place. The police department will take security measures for the area. John Orzech said the location is being monitored and they do receive calls about scrapping, but there have not been many problems as far as this is concerned. They will work with other officials on any other matters that come up. Sharon Johnson said she is concerned about high winds and asked if the city is pursuing this legally as the deadline came and went. Paul Ricci said the owner of the park is under a conditional citation and he is being fined on a daily basis. Paul Ricci said there have been conversations with the owner as to what needs to occur. As far as debris blowing around, measures are in place to reduce this and the fire department staff is in the park every day (except weekends) monitoring the conditions and they are improving. Sharon Johnson asked if the owner is cooperating and Paul Ricci said it would be inappropriate to answer this question. Sharon Johnson said she was under the impression the evaluations were done to this point with the exception of the city manager; Julie Farrar said Don Icsman's evaluation is the only one which has been completed. Keith Grohe said the commission is waiting for Diedre Cole to produce the paperwork for Hank Solowiej's evaluation. Sharon Johnson said she is not clear why the Economic Advisory Board is being set up and what purpose it will serve because the city is already paying the Erie County Economic Development Corporation and this looks like duplication along with the Audit/Finance Committee. Jeff Smith said this is free advice from professionals and the city should take it. Sharon Johnson asked if the city will advertise for these positions and Diedre Cole said the commission authorized Jeff Smith to proceed with forming this committee and it has not yet been created. All of these specifications will be in the ordinance and she should give the city time to put it together. The city should be fair in making these appointments.

John Hartman, 533 East Perkins Avenue, reminded those in attendance the Sandusky Crime Prevention Council will host Clear Vision Drug Summit on October 22 at 6 p.m. (doors open at 5:30 p.m.) at the Sandusky State Theatre. John Hartman thanked the city commission for their support. Julie Farrar said she will be making a donation to this summit.

Tim Schwanger, 362 Sheffield Way, said he noticed Lions Park has been staked and asked if this was done by the company installing the walkway. Aaron Klein said the work was supposed to start today but the ground was too soft. Work must be completed by the end of October according to their contract. Tim Schwanger said there were individuals windsurfing at this property recently but is concerned about the submerged breakwall and he would like the city to look into applying to ODNR for funding to provide buoys in this area as the breakwall has been hit and boards and fins have been broken. Members of other windsurfing clubs in the Cleveland area have been invited here but they will not come because of the danger of the breakwall. Wesley Poole asked Tim Schwanger to speak about work done in Huron Park with Home Depot. Tim Schwanger said this work is not quite completed, but the fence has been painted. He believes the owner of McDonalds will perhaps take over the long-term maintenance of the ballfield. Tim Schwanger said Diedre Cole got things started and while working, people were constantly honking horns and thanking them and there were about ten persons from Home Depot who came in. Tim Schwanger said the fence was stretched and tied off, a partial dugout was installed, paint was

provided by Home Depot, and this was a long tedious project and he would not wish painting a fence on his worst enemy. The Gyro Stand provided dinner for the volunteers and Port Sandusky restaurant provided part of the dinner. Diedre Cole thanked Tim Schwanger for supporting her in this effort and for getting the ball rolling.

**The Vice President announced a recess of the regular session at 6:27 p.m. One executive session was held beginning at 6:40 p.m. Upon motion of Keith Grohe and second of Pervis Brown, the commission voted to adjourn the meeting at 6:45 p.m. The Vice President declared the motion passed.**

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Kelly L. Kresser, CMC  
Clerk of the City Commission

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John F. Hamilton  
President of the City Commission