

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 Green - Fire Captain, John Orzech – Police Chief, Aaron Klein – City Engineer, Don Rumbutis – IT, Don Icsman - Law Director, Hank Solowiej - Finance Director, Nicole Ard – City Manager and Kelly Kresser - Commission Clerk.

Upon motion of Pervis Brown and second of Diedre Cole, the commission voted to approve the minutes of the September 23 and October 8 city commission meetings and suspend the oral reading. The President declared the motion passed.

AUDIENCE PARTICIPATION (*agenda items only*)

None.

PRESENTATIONS

Pete Schade, Health Commissioner for the Erie County Health Department (ECHD), thanked the commission for the opportunity to speak. Pete Schade said flu shots are being offered at the ECHD with open scheduling. Flu season runs through March and getting the vaccine in October will provide immunity through this time. The harmful algal bloom work which was performed by the ECHD (collecting samples along the shoreline and Sandusky Bay) only showed one small bloom in Sandusky Bay. There are active blooms west of Kelley's Island and offshore to the east of Sandusky and this is good news. The Sandusky Transit System's (STS) SPARC vehicles are being used to transport people to the ECHD for primary care, prenatal care, WIC services and dental care. The STS drivers are polite and courteous and provide good access for health care at the ECHD and he supports this valuable service. The primary care clinic sees approximately 1,250 persons each month and these numbers are growing. Referrals are also made for specialty care (podiatry or cardiologists for example) and the ECHD has relationships with the medical community. The dental clinic opened at the end of July and about 650 persons have also been seen; this is open five days per week so this is approximately twenty persons per day. Out of these 650 patients, 500 are City of Sandusky residents getting general dental care. There is a realization these persons are getting care they may have needed for a long time. Pete Schade distributed information to make application for dental care to obtain demographic information. Persons who have insurance or Medicaid (6½ persons out of 10 are covered) and an enhanced reimbursement is received for those who do not have the ability to pay. Those who do not have the ability to pay are on a sliding fee scale based on family size and income. Dental appointments are generally made within 2 – 3 days of the initial call. The mobile health vehicle is being prepared for mobile dental exams and rudimentary services in neighborhoods. The ECHD has a .3 mill levy on the November 4 ballot which amounts to approximately \$8.24 on a \$100,000 home valuation which is up for a five-year renewal. John Hamilton said if the ECHD is seeing 1,250 patients each month for primary care this equates to 18,000 patients each year which is more than half the population of Sandusky. Pete Schade said the prenatal clinic provides evaluations and exams for healthy babies and new mothers. Wesley Poole thanked Pete Schade and his staff for the innovation which will help in the future with the health of Erie County and Sandusky residents. Wesley Poole said having clean teeth, healthy mouths and students not being in pain during school helps teach kids and noted things are coming together in a lot of areas leading toward significant improvements toward quality of life issues. Pete Schade said kids are making better decisions about nutrition, exercise and oral health care. The ECHD will host an open house on November 1 for the new dental clinic.

CURRENT BUSINESS

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

ITEM #1 – ORDERED IN 9.23.13

RESOLUTION IN SUPPORT OF EFFORTS TO KEEP ASIAN CARP OUT OF THE GREAT LAKES

RESOLUTION NO. 038-13R: It is requested a resolution be passed **in support of the efforts to keep Asian Carp out of the Great Lakes**; 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 Keith Grohe, the commission voted to approve this resolution. Roll call on the motion: Yeas: John Hamilton, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith, Julie Farrar & Pervis Brown, 7. Roll call on the resolution: Yeas: John Hamilton, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith, Julie Farrar & Pervis Brown, 7. The President declared the resolution passed.

ITEM #2 – Submitted by Amanda Meyers, Paralegal

SALE OF PROPERTY THROUGH LAND REUTILIZATION PROGRAM LOCATED ON CENTRAL STREET

Budgetary Information: The cost associated with this purchase and sale agreement is the total amount of the title search, deed preparation, 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 three dollars (\$183.00) required to be paid by the purchaser. The taxing districts will begin collecting approximately one hundred twenty three dollars and seventy cents (\$123.70) per year in real estate taxes.

ORDINANCE NO. 13-100: 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 #58-00725.000, located on Central 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 Jeff Smith, the commission voted to approve this ordinance. Roll call on the motion: Yeas: John Hamilton, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith, Julie Farrar & Pervis Brown, 7. Roll call on the ordinance: Yeas: John Hamilton, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith, Julie Farrar & Pervis Brown, 7. The President declared the ordinance passed.

ITEM #3 – Submitted by Amanda Meyers, Paralegal

AUTHORIZATION TO EXECUTE A REQUEST FOR PROPOSALS FOR THE SALE OF 330 MEIGS STREET

Budgetary Information: The cost associated with the request for proposals is the total amount of administrative staff time for preparation and fees for newspaper publication.

ORDINANCE NO. 13-101: It is requested an ordinance be passed **declaring that certain real property acquired through the city's land reutilization program and owned by the city identified as Parcel #56-00423.000 located at 330 Meigs Street is no longer needed for any municipal purpose and authorizing and directing the city manager to proceed with a request for proposals process for the sale of property;** 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 Keith Grohe, the commission voted to approve this ordinance. Roll call on the motion: Yeas: John Hamilton, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith, Julie Farrar & Pervis Brown, 7. Roll call on the ordinance: Yeas: John Hamilton, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith, Julie Farrar & Pervis Brown, 7. The President declared the ordinance passed.

ITEM #4 – Submitted by Amanda Meyers, Paralegal

SALE OF PROPERTY THROUGH LAND REUTILIZATION PROGRAM LOCATED AT 509 CAMP STREET

Budgetary Information: The cost associated with this purchase and sale agreement is the total amount of the title search, deed preparation, 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 three hundred and seventy nine dollars (\$379.00) required to be paid by the purchaser. The taxing districts will begin collecting approximately seventy nine dollars and twenty four cents (\$79.24) per year in real estate taxes.

ORDINANCE NO. 13-102: 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 #59-00854.000, located on Camp 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 Julie Farrar and second of Diedre Cole, the commission voted to approve this ordinance. Roll call on the motion: Yeas: John Hamilton, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith, Julie Farrar & Pervis Brown, 7. Roll call on the ordinance: Yeas: John Hamilton, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith, Julie Farrar & Pervis Brown, 7. The President declared the ordinance passed.

ITEM #5 – Submitted by Amanda Meyers, Paralegal**ACCEPTANCE OF THREE PARCELS THROUGH THE LAND REUTILIZATION PROGRAM**

Budgetary Information: The cost of these acquisitions will be approximately five hundred dollars (\$500.00) which includes title exams, title fees, recording fees and transfer fees, but upon sale the purchaser(s) shall be required to pay these costs and the city will recoup them. The taxing districts will not collect the delinquent taxes, assessments, penalties and interest currently due and owing in the amount of twenty nine thousand seven hundred forty five dollars and thirty nine cents (\$29,745.39) of which two thousand four hundred eighty three dollars and sixteen cents (\$2,483.16) is owed to the city for assessments. Demolition of the structure located at 610 Warren Street will be paid for with either Moving Ohio Forward funds or out of the city's nuisance removal fund and will not be recouped. By returning this nonproductive land to tax producing status, the taxing districts will begin collecting approximately three thousand four hundred forty nine dollars and forty seven cents (\$3,449.47) yearly in real estate taxes and assessments.

RESOLUTION NO. 039-13R: 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 Diedre Cole and second of Keith Grohe, the commission voted to approve this resolution. Roll call on the motion: Yeas: John Hamilton, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith, Julie Farrar & Pervis Brown, 7. Roll call on the resolution: Yeas: John Hamilton, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith, Julie Farrar & Pervis Brown, 7. The President declared the resolution passed.

ITEM #6 – Submitted by Amanda Meyers, Paralegal**SALE OF PARCEL BETWEEN THIRD AND FIFTH STREETS THROUGH THE LAND REUTILIZATION PROGRAM**

Budgetary Information: The cost associated with this purchase and sale agreement is the total amount of the title examination, title insurance policy, deed preparation, escrow fees and recording fees charged in the normal course of the purchase and sale transaction. Any such costs shall be included in the sale price of the nonproductive land and will be recouped by the city upon sale. The purchaser shall pay the real estate transfer tax, if any, and recording fees upon purchase. The sale of this nonproductive land will enhance the surrounding neighborhood and help to stabilize property values by responsibly maintaining open green space, and in the future with potential business expansion. The taxing districts will once again begin collecting real property taxes in the amount of five hundred forty three dollars and eighty six cents (\$543.86) per year.

ORDINANCE NO. 13-103: 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 #57-00087.000, located between Third Street and Fifth 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 Pervis Brown and second of Julie Farrar, the commission voted to approve this ordinance.

Discussion: Pervis Brown gave credit to staff in the law department for the outstanding job in moving these properties and stated the community is so much better because of these solutions. John Hamilton said this is part of cleaning up the neighborhoods. Don Icsman said Amanda Meyers is responsible for this program and deserves the credit for its success.

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

ITEM #7 – Submitted by George Poulos, Program Administrator**ACCEPTANCE OF COMMUNITY HOUSING IMPROVEMENT PROGRAM (CHIP) GRANT FOR FY 2013**

Budgetary Information: There will be no impact to the general fund. Activities will be paid for through the CHIP grant funds.

ORDINANCE NO. 13-104: It is requested an ordinance be passed **authorizing and directing the city manager to accept a FY 2013 Community Housing Improvement Program grant in the amount of \$250,000 from the Ohio Department of Development, Office of Housing and Community Partnerships;** 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 Pervis Brown, the commission voted to approve this ordinance.

Discussion: Pervis Brown said the city has been striving to receive this funding for several years since the trauma of the last program and the city has reapplied each year knowing that one day it may be successful. Pervis Brown commended the city manager and staff for working to continue getting this program back in place. Pervis Brown said this is another way to help clean up the community and noted it has unfortunately been gone for several years.

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

ITEM #8 – Submitted by George Poulos, Program Administrator

APPROVING AN AGREEMENT WITH OHIO REGIONAL DEVELOPMENT CORPORATION RELATED TO ADMINISTRATION OF THE CHIP GRANT FOR FY 2013

Budgetary Information: Ohio Regional Development Corporation will perform the administrative duties of the CHIP grant for an amount not to exceed \$25,000. There will be no impact to the general fund. Activities will be paid for through the CHIP grant funds.

ORDINANCE NO. 13-105: It is requested an ordinance be passed **authorizing and approving an agreement with the Ohio Regional Development Corporation for professional services related to the administration of the city's Community Housing Improvement Program;** 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 Julie Farrar, the commission voted to approve this ordinance.

Discussion: Wesley Poole asked for an overview of what is involved in the administration of this program. The program had issues previously because of how it was administered. Nicole Ard said the proposal made to the state outlined the contractors who will be working on the program. Everything has been outlined and detailed in their proposal and has been reviewed and approved. ORDC does this regularly; it is not something new to them. Wesley Poole asked if the document is available and Nicole Ard said it was emailed to the commissioners. Pervis Brown said these are the same people who brought the city out of previous trauma and due to their efforts and dedication in serving the City of Sandusky, the city got this program back. Their track record is solid and they do this in other communities and have already rescued us. The city is in good hands with ORDC administering this program. John Hamilton said the previous group administering this program is being investigated by the FBI and there are headaches which caused the city to lose this money. This hopefully will grow in the future. Wesley Poole said he has no questions about whether this company is competent, he is trying to figure out what they are going to do differently as the city thought those who the city hired before were competent. Wesley Poole said he is not questioning, he just does not know what they do and now he knows where he can get the document and read it.

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

ITEM #9 – Submitted by Aaron Klein, P.E.

CONTRACT WITH INDEPENDENCE EXCAVATING FOR KELLER BUILDING DEMOLITION PROJECT

Budgetary Information: The estimated cost of the project based on bids, including engineering, inspection, advertising and miscellaneous costs is \$550,000. The first \$400,000 will be paid with funds borrowed from the taxable urban renewal revenue bonds and the remaining balance of \$150,000 will be paid with capital funds.

ORDINANCE NO. 13-106: It is requested an ordinance be passed **authorizing and directing the city manager to enter into a contract with Independence Excavating of Independence, Ohio, for the Keller Building demolition project;** 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 Pervis Brown, the commission voted to approve this ordinance.

Discussion: John Hamilton said this has been a long time in coming.

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

ITEM #10 – Submitted By Aaron Klein, P.E.

LICENSE AGREEMENT FOR ENCROACHMENT AT 300 CENTRAL AVENUE

Budgetary Information: There are no costs or receivable funds for the City of Sandusky.

ORDINANCE NO. 13-107: It is requested an ordinance be passed **authorizing the city manager to enter into a license agreement with the American National Red Cross, Firelands Chapter, to provide for the use of a certain portion of the city's rights-of-way as described in the grant of a license for encroachment, a copy of which is attached to this ordinance, marked Exhibit "1" and incorporated herein;** 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: John Hamilton, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith, Julie Farrar & Pervis Brown, 7. Roll call on the ordinance: Yeas: John Hamilton, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith, Julie Farrar & Pervis Brown, 7. The President declared the ordinance passed.

ITEM #11 – Submitted by Doug Keller, BIWW Superintendent

PURCHASE OF ADDITIONAL 14,973 GALLONS OF SODIUM HYDROXIDE

Budgetary Information: This purchase will be paid out of the water fund.

ORDINANCE NO. 13-108: It is requested an ordinance be passed **authorizing and directing the city manager to purchase an additional 14,973 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 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 Keith Grohe, the commission voted to approve this ordinance.

Discussion: Diedre Cole asked Aaron Klein to explain why there was only a 25% reduction in the amount of sodium hydroxide and asked if this is significant in any way. Aaron Klein said when the project was completed, there were calculations done estimating what the exact reduction would be in usage, but the anticipated reductions did not happen. Diedre Cole asked if this significantly impacts the cost of the improvement project and Aaron Klein indicated it does not.

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

ITEM #12 – Submitted by Scott Kromer, Foreman, Sewer Maintenance Division

PURCHASE OF WIRELESS CSO FLOW METERS FROM POWERS & ASSOCIATES

Budgetary Information: The budgetary estimate for conversion of the flow meters is \$26,750 and would be paid with sewer funds.

ORDINANCE NO. 13-109: It is requested an ordinance be passed **authorizing and directing the city manager and/or the finance director to expend funds for the purchase and installation of five (5) Telog RS-33U wireless CSO flow meters from Powers & Associates, Inc. of Cleveland, Ohio, in the amount of \$26,750;** 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.

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

ITEM #13 – Submitted by Jane E. Cullen, P.E.**FILING APPLICATION WITH ODNR TO REPLACE 12 EXISTING BUOYS**

Budgetary Information: This grant is 100% funded by the Ohio Department of Natural Resources. The Harbour Marina will place and maintain all navigational aids received from the grant.

RESOLUTION NO. 040-13R: It is requested a resolution be passed **authorizing and directing the city manager to file an application with the Ohio Department of Natural Resources Navigational Aids grant program on behalf of the Harbour Marina, owned and operated by Cedar Fair, LP, to replace twelve existing buoys;** 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 Julie Farrar, the commission voted to approve this resolution.

Discussion: Keith Grohe said he will abstain from this vote as he is employed by Cedar Fair.

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

ITEM #14 – Submitted by Jane E. Cullen, P.E.**DONATION AND TRANSFER OF PROPERTY AT CLEVELAND ROAD AND SYCAMORE LINE TO THE STATE OF OHIO**

Budgetary Information: There is no budgetary impact with this legislation.

ORDINANCE NO. 13-110: It is requested an ordinance be passed **consenting to the donation and transfer of a portion of the city's right-of-way to the State of Ohio;** 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. Roll call on the motion: Yeas: John Hamilton, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith, Julie Farrar & Pervis Brown, 7. Roll call on the ordinance: Yeas: John Hamilton, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith, Julie Farrar & Pervis Brown, 7. The President declared the ordinance passed.

ITEM #15 – Submitted by Hank S. Solowiej, CPA & Finance Director**PAYMENT TO SOFTWARE SOLUTIONS, INC. FOR ANNUAL SUPPORT FEE**

Budgetary Information: The total cost for the annual support fee is \$11,570.05. Of this amount, \$5,785.03 will be paid by the general fund, \$2,892.51 by the water fund, and \$2,892.51 by the sewer fund. The prior year ordinance was passed by the city commission on September 24, 2012 (Ordinance No. 12-095) that covered the period November 1, 2012 through October 31, 2013.

ORDINANCE NO. 13-111: It is requested an ordinance be passed **authorizing and directing payment to Software Solutions Incorporated of Lebanon, Ohio, for the annual software support fee for the period November 1, 2013, through October 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: John Hamilton, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith, Julie Farrar & Pervis Brown, 7. Roll call on the ordinance: Yeas: John Hamilton, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith, Julie Farrar & Pervis Brown, 7. The President declared the ordinance passed.

ITEM #16 – Submitted by Kelly L. Kresser, CMC & Commission Clerk

A request has been received from the Ohio Division of Liquor Control for a transfer of D5J (*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. – Community Entertainment District*) and D6 (*sale of intoxicating liquor on Sunday between the hours 10 a.m. or 11 a.m. and midnight*) liquor permits from Relish Bistros LLC dba Zinc Brasserie, 142 Columbus Avenue, first floor and patio, to Relish Bistros LLC dba Zinc Brasserie, 215 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 Jeff Smith, the commission voted for the 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 & Pervis Brown, 7. The President declared the ordinance passed.

CITY MANAGER'S REPORT

Upon motion of Jeff Smith and second of Julie Farrar, the commission voted to accept a donation from Mrs. Kessler in the amount of \$20 for the Sandusky Fire Department's explorer program. The President declared the motion passed.

Upon motion of Jeff Smith and second of Wesley Poole, the commission voted to accept a donation from Pamela Amway in the amount of \$150 for the Green Fund. The President declared the motion passed.

Upon motion of Keith Grohe and second of Diedre Cole, the commission voted to accept a donation from Barbara Hamilton in the amount of \$25 in memory of Ellen Amstutz for the Green Fund. The President declared the motion passed.

Upon motion of Diedre Cole and second of Pervis Brown, the commission voted to accept a donation from Wal-Mart of a \$30 gift card for the police department for the upcoming Crime Prevention Council's Drug Summit. The President declared the motion passed.

Upon motion of Diedre Cole and second of Jeff Smith, the commission voted to accept a donation from Staples in the amount of \$50 for a case of paper and pens for the police department for the upcoming Crime Prevention Council's Drug Summit. The President declared the motion passed.

Upon motion of Diedre Cole and second of Jeff Smith, the commission voted to accept a donation from The Legends Foundation in the amount of \$250 for in-kind services for the police department to make copies for the upcoming Crime Prevention Council's Drug Summit. The President declared the motion passed.

Upon motion of Diedre Cole and second of Jeff Smith, the commission voted to accept a donation of coffee from Starbucks Coffee valued at \$45 for the police department for the upcoming Crime Prevention Council's Drug Summit. The President declared the motion passed.

Upon motion of Diedre Cole and second of Jeff Smith, the commission voted to accept a donation from Mark Tamburrino of Digital Print for a banner, estimated value of \$37, for the police department for the upcoming Crime Prevention Council's Drug Summit. The President declared the motion passed.

Upon motion of Diedre Cole and second of Jeff Smith, the commission voted to accept a donation from Julie Farrar in the amount of \$25 for the police department for the upcoming Crime Prevention Council's Drug Summit. The President declared the motion passed.

Nicole Ard said the Engineering Department will be presenting information to the commission in the near future **to ratify a purchase the city is anticipating making for the replacement of the boiler at the greenhouse, estimated at \$20,000.** There is an endowment fund available and research is being done to ensure this is a viable resource for making this purchase.

Nicole Ard said notification was sent to the commission regarding the **upcoming downtown parking meetings.** The Town Hall forum will be held October 16 from 5:30 p.m. – 7 p.m. at the Erie County Office Building, 247 Columbus Avenue. There is also a survey which can be taken via www.surveymonkey.com.

Nicole Ard said there will be a **public meeting regarding the U.S. 250 corridor improvement project.** This will be hosted by the Ohio Department of Transportation on October 17 from 6 p.m. – 9 p.m. at the Ohio Veterans Home.

Nicole Ard said **Jeremy Bursley was recently promoted to the Operator II position in the Water Distribution Division.**

Nicole Ard **congratulated Sgt. Danny Lewis upon his graduation from the FBI Academy program.**

Nicole Ard said **Dave Danhoff from Sandusky City Schools (SCS) has been appointed to the Records Commission** to replace Dennis Muratori who recently left his employment with SCS to take a position as Superintendent with Huron City Schools.

Nicole Ard reminded **citizens they can be entered into a drawing for a \$100 Toft's gift card for community cleanup or beautification efforts.**

Nicole Ard said **the city will be considering the reappointment of Thelma Darden on the Erie County Board of Health as her term will expire at the end of the year.**

Nicole Ard **thanked George Poulos, the law director and finance director as well as staff in the engineering department, Mary Grendow and former employee Carrie Handy, for their efforts with the CHIP application process.**

Nicole Ard said the **downtown trick or treat event is Saturday, October 19 from 11 a.m. - 1 p.m. The Boo at the Bay event will take place immediately following at the Sandusky Bay Pavilion from 12 p.m. – 4 p.m. The Cedar Point Trick or Treat event is October 23. Nicole Ard said neighborhood trick or treat was advertised for the City of Sandusky for Wednesday, October 30 from 5 p.m. – 7:30 p.m. This was advertised since the spring and some neighborhoods may offer trick or treat on October 31 and this is fine unless the city commission wishes to change it.**

Nicole Ard said she recently attended the Northwest Ohio Passenger Rail Association forum in Toledo regarding public transit for passenger rail. Folks are attempting to increase the capacity for local communities in Northwest Ohio which would impact Sandusky to increase rail capacity and the number of passengers. The former mayor of Meridian, Mississippi, spoke about his work with Amtrak and the opportunities which came about there and some of the communities he has lobbied for. This may be an opportunity for Sandusky to have train service at a time other than 4 a.m.

Julie Farrar asked Nicole Ard about the **RFP for the printing contract** and what issues still need to be worked out. Nicole Ard said she did not know for certain and she will follow up on this item with staff.

Pervis Brown said the commissioners have received several letters regarding **outdoor sidewalk dining** and asked if this has come to any resolution. Nicole Ard said she spoke with a representative from the downtown block watch organization and explained staff does not yet have a draft document ready, and probably will not until later this fall or winter; this document will be taken back to this group.

OLD BUSINESS

Upon motion of Julie Farrar and second of Pervis Brown, the commission voted to approve the revisions made to the commission clerk's job description.

Discussion: Julie Farrar said the commission completed their job evaluation for the commission clerk, Kelly Kresser, and the job description was revised for this position. Julie Farrar asked for the new and improved job description to be made official, by motion.

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 Keith Grohe, the commission voted to give a five percent pay increase to the commission clerk, effective with the first pay period after September 23 (the date of her evaluation).

Discussion: Pervis Brown said along the same lines, Kelly Kresser was placed in a trial or probationary period which she has, by far, exceeded. Pervis Brown said Kelly Kresser has also received her Certified Municipal Clerk (CMC) certification and it is time to give her a progression raise toward her progress in her position. Wesley Poole said what is due or allowable is five percent for completing probation and he recommends the commission give Kelly Kresser five percent as written in the Code of Ordinances. Julie Farrar said she has no problem voting yes, but is curious as to whether the commission should go back to the date of her (Kelly's) evaluation and make it retroactive to September 23. Wesley Poole asked for consideration to make this effective for the first day of the next pay period following the evaluation to make it simpler for those who administer this. Diedre Cole asked how this will impact the budget process and Kelly Kresser said the amount is approximately \$2,500. Keith Grohe asked Hank Solowiej if

he saw a problem with this and Hank Solowiej said this is up to the commission. Wesley Poole said Kelly Kresser has been in an extremely long period of probation and probably could have been evaluated over one year ago. Wesley Poole said Kelly Kresser has provided much documentation to show how much work she does and she is very much deserving of this raise; it should be given because she is due. Jeff Smith said before Kelly was appointed there were two full-time persons in this office and Wesley Poole said she (Kelly) replaced two persons and has done an outstanding job. Julie Farrar said Kelly Kresser has been a CMC since December, 2012.

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.

NEW BUSINESS

John Hamilton said the airing of tonight's city commission meeting on Buckeye Cable Channel 81 will be today at 9 p.m., October 21 at 5 p.m. and October 22 at 7 p.m.

John Hamilton said the City of Sandusky is accepting nominations for the **2013 PRIDE Awards**. Nomination forms can be obtained on the city's website, or from the planning office or city commission clerk's office at 222 Meigs Street. Nominations will be accepted through Friday, November 1.

John Hamilton said there are **two vacancies on the Human Relations Commission** due to the resignation of two members, Barbara Wagner and Chris Perrin. Interested persons can obtain a volunteer application from the commission clerk's office, or online.

Upon motion of Julie Farrar and second of Diedre Cole, the commission voted to reappoint Jennifer Washington and Marva Jackson to new five-year terms on the Human Relations Commission which will expire October 10, 2018. 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.

Jeff Smith said he and John Orzech are planning a **U.S. Marine Corps birthday celebration** on November 10 at 5 p.m. in the police department classroom. Any marine from Erie County is welcome to attend.

Jeff Smith said on October 22, **the Sandusky Crime Prevention Council will be hosting a drug summit** at the Sandusky State Theatre beginning at 6 p.m. Doors will open at 5:30 p.m.

John Hamilton said George Mylander attended a recent commission meeting and gave the city a challenge to make Sandusky's **Bicentennial celebration** a special event as he (George) was active in planning Sandusky's Sesquicentennial. John Hamilton said the commission voted to move forward with making the Sandusky Bay Pavilion an event park and suggested calling it the Bicentennial Pavilion Park. John Hamilton said the city is reaching out to other organizations and the Sandusky City Schools (SCS) has a locally funded initiative to pay for things the state will not cover. Working with the schools, money will be provided to build buildings and things for math and science, but when it comes to the performing arts or athletics, there is not money in the locally funded initiative. Looking at this park, the city has four years where it can put a nice park together for events and he would like to reach out to the SCS to see if they have a need for a performing arts center. John Hamilton said Diedre Cole invited BGSU to look at the park and they may have an interest in it and he would like to see a nice regional entertainment center. The city can look to service clubs and other organizations and foundations who may be interested in this. John Hamilton said he would like to see what interest there is from the community. Wesley Poole said there is an ongoing project to address this and he sees no reason why the city manager cannot forward this information to the group trying to come up with a plan for the SBP property. They can tell the commission whether this works well or what direction to go in as this is just one more thing folks are interested in doing at the SBP.

Upon motion of Pervis Brown and second of Wesley Poole, the commission voted to hold an executive session regarding personnel, city manager. Roll call on the motion: Yeas: John Hamilton, Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith, Julie Farrar & 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, finance director. Roll call on the motion: Yeas: John Hamilton, Diedre

Cole, Wesley Poole, Keith Grohe, Jeff Smith, Julie Farrar & Pervis Brown, 7. The President declared the motion passed.

AUDIENCE PARTICIPATION

Andy Ouriel, Sandusky Register, asked the status of the evaluation for the city manager. John Hamilton said this will be discussed during the executive session. Andy Ouriel said people have repeatedly asked when this will happen and asked when it will be finalized and available for public viewing and John Hamilton said he thinks this may be tonight. Julie Farrar said after the evaluation, Nicole Ard will be provided with an opportunity to look it over and meet with the commission again before it becomes final. Andy Ouriel said two weeks from Monday, this evaluation, which should have been done over a year ago, will be made publicly available. Andy Ouriel said the CHIP grant is a great one to get and Pervis Brown wants to give kudos for obtaining it, but asked about past contractors who were responsible for Sandusky not being able to apply for monies for the past five years. The city has said this is being investigated, but this has been going on for five years and no one knows what is going on. Calls will not be answered from city officials, reporters or affected residents and Andy asked if any action will be taken locally for those who have been displaced. John Hamilton said the city has made this right during the last couple of years. Andy Ouriel asked if a number will be provided for all of the time, money and resources utilized as to how much was actually spent on this program. John Hamilton said there should be a running total on all of the repairs made. Wesley Poole said the number involved in the losses occurred long before he and the current commissioners were here and the ability of the current seven commissioners to retrieve this information is limited. Wesley Poole said Andy is welcome to what is available and he has as much access to this information as the commissioners about what happened five years before. Wesley Poole said he does not have the answer to this and if the FBI cannot get it, their resources are much greater.

Sharon Johnson, 1139 Fifth Street, said there is now a contractor for demolition of the Keller Building and asked when the actual work will start. Aaron Klein said the normal process is to execute the contract which may take a few weeks. A preconstruction meeting will take place after to determine the status of the contractor's current schedule. Aaron Klein said the contractor has indicated they are available right away. After the contract is signed, there is a timeframe for the contractor to submit a schedule and he will provide this once it is received. Sharon Johnson asked if this will begin prior to winter and Aaron Klein said it will depend upon when the contract documents are executed. Aaron Klein said when the contractor starts work, it will not be immediately noticeable as they will do work inside the building for the asbestos removal first and he cannot say when exterior work will begin. Sharon Johnson asked if they will work through winter to remove the building and Aaron Klein said weather will not affect this project. Sharon Johnson said she understood Hoppers mobile home park is being cleaned up and Nicole Ard said the city is partnering with the Erie County Health Department as all tenants were supposed to be out last weekend. Nicole Ard said she drove through last night and it seemed to be dark. Sharon Johnson asked who will be paying for this and Nicole Ard said the city will be sharing this cost with the ECHD and she does not know what this amount will be. Sharon Johnson said she thinks the city should have excellent records on what was spent with the CHIP program and a \$3 million figure was out there a couple of years ago and she does not know if this is an estimate; she would think Hank Solowiej would have a recording of these figures. Hank Solowiej said these numbers have been provided to Andy Ouriel and he has met with him a few times and the numbers have not changed; the city is still awaiting information about its claim. Sharon Johnson asked how long this claim will take and Hank Solowiej said it is not necessarily about the claim, it is about the investigation being completed.

John Hartman, 533 East Perkins Avenue, said the Sandusky Crime Prevention Council will host Clear Vision Drug Summit on Tuesday, October 22 at the Sandusky State Theatre. Doors will open at 5:30 p.m. John Hartman said he is humbled by the local support for this event and for the support outside of this area. No matter how people feel about different issues, all can agree something needs to be done about the drug problem.

The President announced a recess of the regular session at 6:10 p.m. Two executive sessions were held beginning at 6:20 p.m. Upon motion of Wesley Poole and second of Diedre Cole, the commission voted to adjourn the meeting at 6:45 p.m. The President declared the motion passed.