

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

The clerk called **the roll** and the following Commissioners responded: Wesley Poole, Jeff Smith, Julie Farrar, Pervis Brown, John Hamilton & Diedre Cole. Also present: Commissioners-Elect Dick Brady, Dennis Murray, Jr. and Naomi Twine.

**City staff present:** Paul Ricci – Fire Chief, John Orzech – Police Chief, Aaron Klein – City Engineer, Don Rumbutis – IT, Don Icsman - Law Director, Anna Enderle – Assistant Planner, Don Rumbutis – IT, Thomas Schwan – Transit Administrator, Hank Solowiej - Finance Director, Nicole Ard – City Manager and Kelly Kresser - Commission Clerk.

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

**Upon motion of Pervis Brown and second of Diedre Cole, the commission voted to approve the minutes of the October 28 city commission meeting and suspend the oral reading. The President declared the motion passed.**

John Hamilton **welcomed Commissioners-Elect Dick Brady, Dennis Murray, Jr. and Naomi Twine.**

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

A.J. Oliver, 1112 Wayne Street, said the city should not accept funds from an organization like the National Rifle Association (NRA) (Item #1). The police department does a good job under very challenging circumstances but A.J. Oliver said he has a problem with the NRA as they are against any kind of gun controls or regulations and they are in favor of one hundred round magazines, fully automatic weapons and the kind of weapons that need to be kept off of our streets. It is unfortunate the issue was distorted after the terrible shooting at Sandy Hook; the NRA should have known better and they have turned Americans against each other. The NRA accepts huge amounts of money from foreign manufacturers to sell more weapons in the United States - such as Glocks - which are based in Austria, a country with strict gun control regulations. A.J. Oliver does not know anyone who is totally against gun control and stated mentally unstable persons should not walk the streets with fully automatic weapons and huge magazines. He appreciates Wesley Poole responding to his email and hopes the commission can agree to disagree.

#### **CURRENT BUSINESS**

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

#### **ITEM #1 – Submitted by John Orzech, Police Chief**

##### **RATIFICATION OF GRANT APPLICATION TO NATIONAL RIFLE ASSOCIATION FOR POLICE TRAINING AND STORAGE BUILDING AT FIRING RANGE FACILITY**

Budgetary Information: The estimated cost for the construction of a range training and storage building is approximately \$30,000. This grant requires no matching funds from the city.

**RESOLUTION NO. 043-13R:** It is requested a resolution be passed **approving and ratifying a grant application submitted to the National Rifle Association Foundation for funding through their state fund committee grant program 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 Julie Farrar, the commission voted to approve this resolution.**

*Discussion:* Diedre Cole asked what stipulations were placed on this grant since the application has already been submitted. John Orzech said this is the grant approved by voice vote at the last meeting as they had just received notification of the grant and the deadline was October 31. Items tied to the grant are ensuring there is public a education component, and providing training for firearms safety which goes strongly with the mission of the police department: “to uphold the U.S. Constitution together with our community through education, prevention and enforcement”. John Orzech said he contacted the Sheriff’s office this morning and 659 Concealed Carry Weapons (CCW) permits were issued in 2011; 1,421 were issued in 2012; and 2,853 have been issued as of today during 2013. This amounts to a lot of

citizens legally carrying guns and all are required to attend an eight hour training in order to qualify to carry a firearm. This will be an opportunity to educate the public. The present facilities are currently inadequate to train officers and other agencies. There is no place to train during inclement weather and this building will be a good asset for the police department. John Orzech said he does understand the rationale expressed about the NRA but he has a duty by the U.S. Constitution for citizens to bear arms and until this is changed, we will have to deal with officers being proficient and tactically sound. With the regional SWAT team and other agencies utilizing the facilities, they will be able to perform and debrief and this will be beneficial to everyone. This is the reasoning and rationale; there is no match required, but training is required and will be provided. Diedre Cole said she understands the need for public education but there is no way to tie this to CCW holders and people cannot be forced to attend training. Diedre Cole asked how this will be presented to the public to make it a viable opportunity. John Orzech said there is a Citizens Police Academy which was instituted county-wide and is an excellent program which includes a session on weapons and safety. There were many citizens throughout the county who wanted to attend the academy but the class size was limited. If the city is to offer free firearms and safety training, he believes there will be an overwhelming number of persons who want to be safe and proficient with firearms. Diedre Cole said the Sandusky Police Department seems to be pursuing this grant and asked if any other agencies are chipping in. John Orzech said the city is not seeking funding from any other agencies and he is not sure what the agreement was when the city started allowing them to use the facility. It is in everyone's best interest to all be in this together and the regional SWAT team is made up of every agency in the county; it would behoove the city to provide training at no cost. John Orzech said the police department will need some dirt to make the backstop a little higher and these agencies will provide this for us. They also help clean the facility when the city needs assistance with barricades and other items. Diedre Cole asked what happened to the other range that was further out on Old Railroad that the Sheriff's department previously utilized and John Orzech said the only other one he was aware of was the rail yard in Bellevue and they had difficulty scheduling this area for training. He does not know if they have long distance shooting at this facility. Jeff Smith said the commissioners cannot fight crime for the police, but they can offer training and tools in order for them to do so and he is in favor of this as a tool for area departments to use. Wesley Poole said it appears from everything John Orzech said this will be positive and beneficial to the city notwithstanding the position on the NRA; this money has little to do with gun control and folks who represent persons who have a different opinion about gun control and the use of firearms. Wesley Poole said he hopes everyone can agree to disagree and stay friends and he will be voting for this legislation. Diedre Cole said she supports this but the justification she is trying to go through in her mind is that given the city's last experience with grant money (where the police department was concerned) it ended up being something that it was not. Diedre Cole asked, long-range, what strings may be attached that the city does not know about. Julie Farrar said the commission voted at the last meeting to provide approval for John Orzech to apply for this grant through a 7 – 0 vote.

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

**ITEM #2 – Submitted by John Orzech, Police Chief**

**PAYMENT OF ANNUAL 9-1-1 EQUIPMENT MAINTENANCE AND BILLING FOR 2013**

**Budgetary Information:** The total amount of this expenditure is \$16,961.47. The funds for this expenditure are budgeted for in our 2013 police operating budget. The replacement cost is \$9,342.22 and the maintenance cost is \$7,619.25.

**ORDINANCE NO. 13-116:** It is requested an ordinance be **passed authorizing payment for replacement and maintenance costs pursuant to the 9-1-1 agreement between the City of Sandusky and Erie County;** 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: Wesley Poole, Jeff Smith, Julie Farrar, Pervis Brown, John Hamilton & Diedre Cole, 6. Roll call on the ordinance: Yeas: Wesley Poole, Jeff Smith, Julie Farrar, Pervis Brown, John Hamilton & Diedre Cole, 6. The President declared the ordinance passed.**

**ITEM #3 – Submitted by Aaron M. Klein, P.E.**

**EMERGENCY WORK AT CITY GREENHOUSE FOR PURCHASE AND INSTALLATION OF REPLACEMENT BOILER**

**Budgetary Information:** There is an immediate need to expend funds for Windau, Inc. in the amount of \$28,418. The purchase will be paid from the Washington Parks/Greenhouse Endowment Fund.

**ORDINANCE NO. 13-117:** It is requested an ordinance be passed **authorizing and directing the city manager to expend the necessary funds for the emergency purchase and installation of a boiler for the city's greenhouse by Windau, Inc. of Sandusky, Ohio, in the amount of \$28,418;** 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:* Wesley Poole said he is thankful the city has a greenhouse endowment fund for this purchase. Jeff Smith said this is proactive and in 2007, the endowment was created and had it not been, this money would be coming from the general fund and the greenhouse would probably be shutting down. Jeff Smith said there is almost \$100,000 in this account currently. John Hamilton said he will abstain voting on this legislation as Windau's are working on a couple of projects for him right now.

**Roll call on the motion: Yeas: Wesley Poole, Jeff Smith, Julie Farrar, Pervis Brown & Diedre Cole, 5. Abstain: John Hamilton, 1. Roll call on the ordinance: Yeas: Wesley Poole, Jeff Smith, Julie Farrar, Pervis Brown & Diedre Cole, 5. Abstain: John Hamilton, 1. The President declared the ordinance passed.**

**ITEM #4 – Submitted by Aaron M. Klein, P.E.**

**CONSTRUCTION INSPECTION CONTRACT TO PARTNERS ENVIRONMENTAL CONSULTING FOR KELLER BUILDING DEMOLITION PROJECT**

**Budgetary Information:** The total cost of the construction inspection contract is not to exceed \$20,000, to be paid with capital funds. Funds will be closely monitored and city forces will be used as much as possible to reduce consultant hours spent on the project.

**ORDINANCE NO. 13-118:** It is requested an ordinance be passed **authorizing and directing the city manager to enter into an agreement with Partners Environmental Consulting, Inc., of Solon, Ohio, for certified professional services 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 Julie Farrar and second of Jeff Smith, the commission voted to approve this ordinance. Roll call on the motion: Yeas: Wesley Poole, Jeff Smith, Julie Farrar, Pervis Brown, John Hamilton & Diedre Cole, 6. Roll call on the ordinance: Yeas: Wesley Poole, Jeff Smith, Julie Farrar, Pervis Brown, John Hamilton & Diedre Cole, 6. The President declared the ordinance passed.**

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

**COST SHARING AGREEMENT WITH CHESAPEAKE LOFTS CONDOMINIUM ASSOCIATION**

**Budgetary Information:** There will be no immediate budgetary impact, but monies will have to be appropriated annually for preparation of this report. For reference, this year's report prepared by Partners' environmental covers calendar year 2012, for a total cost of \$4,625.

**ORDINANCE NO. 13-119:** It is requested an ordinance be passed **approving and authorizing the execution of a cost sharing agreement with the Chesapeake Lofts Condominium Association for the preparation of required reporting to comply with the operation and maintenance agreement and operation and maintenance plan for the Bayfront Paper District redevelopment project;** 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.**

*Discussion:* Wesley Poole asked if the cost of \$4,625 is the cost before sharing and Aaron Klein clarified the city will pay half of this amount. Dennis Murray asked the reason this is proposed as emergency legislation and Aaron Klein said the report is due in the middle of summer and the Chesapeake Lofts Condominium Association was pushing to get this approved so they could allocate their budgets for next year and know if they would have to do their own report, or have one prepared jointly with the city. Aaron Klein said the association has asked during the past couple of months to push this through so they could allocate monies for 2014. Dennis Murray said from time to time, the commission goes through a process of reflecting on the Charter and the voters want deliberate and consider legislation and it should be done during the normal process. He was struck by the thought every agenda item was proposed as emergency legislation today. Dennis Murray politely suggested from this point forward there be a provision indicating why emergency legislation is proposed as such and if there is not good reason, he may just vote no. The public has a right (more than a couple of days prior to dissemination of the agenda) to reflect on whether legislation is good legislation. Many of the items tonight are legitimately

emergency legislation, but Dennis Murray said he would like to see a little less of this. Dick Brady said he recalls a couple of years ago, Don Icsman provided a relatively clear understanding of the difference. Don Icsman said the legislative process begins with the department heads, the city manager, and the law director and ultimately ends with the commission clerk. Don Icsman said the training information can be reprised and he can make this presentation again after the first of the year if the commission so desires. Dick Brady said he would like to hear this again as so many items are portrayed as emergency which loses the effectiveness. Transparency is a big buzz word and if the city can go one more step in order for residents to digest what the city is doing, it may pave a better public relations road for us. Don Icsman said a former city commissioner, John Ginty, came in the door and said he would never vote for anything that is submitted as an emergency but after being educated about the process, he came around. This can be perceived as something it is not and with this particular agenda item, the condominium association needed to know this in order to budget for themselves. Many times there is no reason to delay passage and reading legislation twice in 30 days allows the public an opportunity to referendum and/or to express their opinion(s) which is important. If everything is done that needs to be done, there is no reason not to pass legislation under Section 14. This particular item has been in the works and the city was required to put this together with the condominium association since the issuance of the "No Further Action" letter; therefore, the city is sharing this responsibility with them, including the cost of this cost sharing agreement and there is nothing left to worry about or comment on. The public has not been deprived of any meaningful opportunity in this particular case. Diedre Cole said her concern is there is no cap on this and asked what this can cost going forward. Aaron Klein said if the cost seems unreasonable at any point, we can seek out a different consulting firm to prepare the report and this will be done jointly with the association as they also want to keep their costs as low as possible.

**Roll call on the motion: Yeas: Wesley Poole, Jeff Smith, Julie Farrar, Pervis Brown, John Hamilton & Diedre Cole, 6. Roll call on the ordinance: Yeas: Wesley Poole, Jeff Smith, Julie Farrar, Pervis Brown, John Hamilton & Diedre Cole, 6. The President declared the ordinance passed.**

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

**ACCEPTING GRANT FROM ODOT FOR FY 2014 OHIO ELDERLY & DISABLED TRANSIT FARE ASSISTANCE PROGRAM**

**Budgetary Information:** The state grants have a significant impact on the transit system's budget, as they comprise approximately 10% of the total operating budget. These funds are also used as matching funds, which allows the city to draw down its funds from the Ohio Department of Transportation Rural Transit program grant. Without this state funding, service would have to be restructured or reduced. The Elderly & Disabled program provides state funds to reimburse STS reduced fares, no greater than one-half (1/2) the regular adult fare, to the elderly and people with disabilities in the City of Sandusky and Erie County. These funds offset the farebox loss incurred by STS as a result of offering this reduced fare.

**RESOLUTION NO. 044-13R:** It is requested a resolution be passed **authorizing and directing the city manager to accept a grant in the amount of \$19,479 from the Ohio Department of Transportation FY 2014 Elderly & Disabled Transit Fare Assistance program 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 Pervis Brown and second of Wesley Poole, the commission voted to approve this resolution.**

*Discussion:* Pervis Brown said he is in support of this because the elderly are handicapped in their mobility and the funding for transit has been cut. This will provide opportunity for them to attend doctor appointments.

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

**ITEM #7 – Submitted by Anna Enderle, Assistant Planner**

**APPROVAL OF SUBRECIPIENT AGREEMENT WITH CENTER FOR CULTURAL AWARENESS FOR CITIZENS CIRCLE PROGRAM**

**Budgetary Information:** The City of Sandusky will award the Center for Cultural Awareness \$21,000 in 2013 Community Development Block Grant funds to implement the Citizens Circle program. Funds will be used for administrative management and marketing of the program to assist ex-offenders to become

acclimated back into society. The Center for Cultural Awareness is providing \$4,718 of an in-kind match to support the program. There is no impact to the city's general fund.

**ORDINANCE NO. 13-120:** It is requested an ordinance be passed **authorizing and directing the city manager to enter into a subrecipient agreement with the Center for Cultural Awareness and to expend an amount not to exceed \$21,000 from the FY 2013 Community Development Block Grant funds;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

**Upon motion of Jeff Smith and second of Wesley Poole, the commission voted to approve this ordinance.**

*Discussion:* Diedre Cole asked if there is a year-end report or analysis as to how this money is spent. Anna Enderle said as part of the CDBG program, all sub-recipients submit monthly, quarterly and year-end reports which are then sent to HUD. Anna Enderle said she will provide this information and will speak with Charlene Adams to see if she is willing to make a presentation at a future meeting. There were 48 clients served last year through this program. Julie Farrar said this presentation could also include what the program is, what it does and why the city supports it. Wesley Poole said this program is good for the community and for the ex-offenders and he is sure Charlene Adams will be happy to share how this program works and its benefits. John Hamilton said he has attended a couple of Citizens Circle meetings himself and encouraged the commissioners and commissioners-elect to sit in on one sometime as they are very interesting. Ex-offenders are given hope and avenues to explore in life. Jeff Smith said the goal of the Sandusky Crime Prevention Council is to prevent crime, not fight it, and one of the things people do not realize is that if people do not get help right after being released from jail, they will return to the same lifestyle and end up back to jail. This is a crime reducing investment where the city can help people to find jobs, places to live and to get treatment and turn their life around. This is another tool for the police department to utilize.

**Roll call on the motion: Yeas: Wesley Poole, Jeff Smith, Julie Farrar, Pervis Brown, John Hamilton & Diedre Cole, 6. Roll call on the ordinance: Yeas: Wesley Poole, Jeff Smith, Julie Farrar, Pervis Brown, John Hamilton & Diedre Cole, 6. The President declared the ordinance passed.**

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

**Upon motion of Jeff Smith and second of Pervis Brown, the commission voted to accept a donation from AMS Pictures film crew in the amount of \$5,000 for the police department (filming during Bike Week). The President declared the motion passed.**

**Upon motion of Julie Farrar and second of Pervis Brown, the commission voted to accept a donation in the amount of \$30 from Put-In-Bay Schools for the green fund. The President declared the motion passed.**

**Upon motion of Julie Farrar and second of Pervis Brown, the commission voted to accept a donation from the Erie County Solid Waste District in the amount of \$1,000 to pay for a fall waste drop-off. The President declared the motion passed.** Nicole Ard said this will tentatively take place on November 23.

Nicole Ard asked to confirm scheduling a presentation and introduction of **Jerry Arkebauer, the new director of the Erie County Port Authority,** at the December 9 city commission meeting.

Nicole Ard proposed a **series of dates for public focus groups and as a continuation of those held last year and to discuss service levels and priorities regarding the 2014 budget:** December 10, 11 and 12 and January 13, 14 and 15. Dennis Murray asked the nature of these focus group meetings, what materials will be used and how persons are selected to participate. Nicole Ard said these are open to the community and last year were held at different locations around the city to provide information about the city's budget and an overview of the vision, mission and focus areas to enable the city to focus its resources. Nicole Ard said she then used technological devices from Erie County to get instant feedback viewable on a large screen to help in deliberating for continued budget preparation and activities on a day-to-day basis with the staff. This helped gauge whether people want to spend more money on roads or parks and she would like to be able to continue this. Nicole Ard said she would like the commission to continue budget work sessions in February. Dennis Murray said this may be putting the cart before the horse and there is some other work that needs to be done by the new commission before coming to a consensus in terms of moving forward. The budget is the most important thing. Dennis Murray would like to have discussions about the budget earlier rather than later and once the commission has a sense of how this will play out, move forward with Town Hall meetings by another name. Nicole Ard said what

is being described is what was actually being done and trying to find out what priorities are in the community so that once a final draft budget is ready, it can be provided to the commission. Wesley Poole said it sounds like a change in the schedule would be to have the commission provide input (with the city manager) ahead of time and then go to the public. Wesley Poole said he would like to have his say first and then allow the public to provide theirs rather than vice versa. Dick Brady said he does not intend this to be a discussion about the nuts and bolts of the budget and it is something that is being developed. He is bothered as to where the department heads fit into this process and asked if they have been drawn into this equation to find out where their needs are. Dick Brady said a former member of the Audit/Finance Committee, Peter Craige, brought the concept of zero-based budgeting to the table and he suspects the city may have moved away from this. The concept is for department budgets to start at zero each year rather than just adding a percentage to each individual budget. Nicole Ard said the departments do submit information, including their priorities, and this is part of the initial sessions with the city commission in terms of comparing what department priorities are along with the commission and then taking this on the road to determine the residents' priorities. One of the initial requests was to not necessarily assume what a department may have on November 1 is going to be available in the spring, but letting them know any supplemental items or new items beyond this base are separated out and a case will have to be made for these items in terms of current service levels. Nicole Ard said the departments are the center of what is being done and the commission will be hearing from them later in the process because it is a part of the process. The first draft submitted on November 1 is what the final budget can be, but the commission will get a taste of the zero-based budgeting in terms of supplemental items, not just adding onto the budget. Nicole Ard said the city is looking at what it has done and trying to reduce its expenditures, but there is another component in terms of what the impact will be. The staff is being asked to determine the impact to services and which items are mandates by the state or federal government, how/if they impact safety, and these types of things will help to provide the final product. Dennis Murray said he has a conflict on December 10, 11 and 12 and February 4 but he will work with Kelly Kresser on other dates. Wesley Poole said to be clear about what the commission is going to do, he thinks what is presented to the public should go through the commission first. The staff presents it, the commission then modifies it to the point which they think it is the direction they wish to take the city, and it is then presented to the citizens for input and this seems to make the most sense. Nicole Ard suggested scheduling the December activities as work sessions and when a day is chosen, this can be publicized. Wesley Poole said it will take all night to try and coordinate the schedules of nine different persons and Kelly Kresser suggested an off-Monday meeting. Wesley Poole said if the potential dates started with December 10, any meeting should be scheduled after that time in order to prepare. Diedre Cole suggested the commissioners-elect coordinate their schedules with the clerk and choose date(s).

Nicole Ard said Adam King, Amy Wyatt, Earl Mullins and Tim Smith bid on the **Maintenance III position in water distribution and Adam King has been awarded the position** effective September 26. Brian Camp, Jarod Smith and Scott Linkenbach bid on two Maintenance II positions in water distribution and **Brian Camp and Scott Linkenbach were awarded the positions** effective October 10.

Nicole Ard said a letter was distributed November 1 from the **Erie County Civil War Sesquicentennial Committee regarding the Underground Railroad application**. This organization is willing to apply on behalf of the city. Given the process involved with the National Park Service, they are willing to do the research for the application and Nicole Ard expressed her appreciation to them and their efforts to help promote the community and its historical assets.

Nicole Ard asked Aaron Klein to report on the **engineering department's priorities** and stated one of the major highlights is the **hiring of the city's new chief planner, Rebecca Corrigan**, who will begin employment on November 25. She comes to Sandusky with over twenty years of experience in economic development, most recently in the communities of Bedford and Berea. Aaron Klein said in preparing the budget, he wanted to highlight some of the priorities for 2014 for the many different divisions in the engineering department including sixteen street and demolition projects, five of which are LPA projects, which means they are going through the Ohio Department of Transportation for design and construction. This does create a lot more paperwork and includes transit, sewer or water projects that are being worked on in the engineering department. One of the top priorities for 2014 for the engineering department will be the storm water requirements for the NS4 and this is something the city really needs to start focusing on and it will take a lot of time and effort from the staff members. With all of the street projects, the majority of the street resurfacing money will typically be allocated on an annual basis for the smaller roads and there will be match dollars for most of the larger projects. Aaron Klein said staff is working to find other dollars and resources to tap into, but streets are a main focus. The main focus for the fleet division will be the salt trucks which are 15 – 20 years old and in desperate need of repair. These vehicles are deteriorating and rusting and they are constantly being rebuilt. There

are three projects in the transit division, one of which is the construction of bus shelters. The main focus will be finding outside funding sources to sustain it. This will involve agreements and advertising. The general plan revisions have been submitted for the sewer department and the main focus includes several improvements required by the Ohio EPA. These projects were included in the plan and have been rescheduled and updated; the budget has been updated for 2014 dollars. The water division main focus, besides water main projects, is going to be expansion of the service area with the Northern Ohio Rural Water Authority as discussed during the past several months. Aaron Klein said the city will have to look at options how to fund these items and will be looking at a rate study and figuring out how to pay for each of these projects. The horticulture division includes the greenhouse, grounds, cemetery and forestry. Forestry currently has one employee for tree removal, stump grinding and wind damage and this person is trying to keep up with the demand. There are various improvements within the Paper District Marina to help promote it and get the slips rented out during 2014. Building maintenance spent a lot of time in 2013 repairing damages done by vandals in city parks and typically, these things cannot just be let go and also cannot be budgeted for. There are repairs that would have to take place for city hall as well. In the community development division, Aaron Klein said he is excited to welcome Rebecca Corrigan as Chief Planner who will focus on economic development and planning initiatives. She will be working with Anna on community development issues. The economic development consultant currently utilized by the city will be retiring in March and this situation is fluid and will be handled as the year progresses. Rebecca Corrigan will also be focusing on the comprehensive plan and analyzing the zoning code. Hopefully she will come up with a plan on how to tackle these things but Aaron Klein said he is not sure exactly what the procedure will be. Aaron Klein said there is money allocated for park improvements in the community development budget for Lions Park. This money has to be spent by the spring. There are additional funds in the community development budget which pay for street projects; some will be used as match money, some will be utilized for design and used according to the confinements of how the plan was laid out for this fiscal year. Aaron Klein said this is a brief summary of the thirteen different divisions within engineering.

Dennis Murray asked Aaron Klein if he has weighed in regarding **making further repairs to city hall**; the building official has said it does not make sense to invest further in this building. The municipal court judge has indicated since he served his first term he (Judge O'Brien) needs a new courthouse and it is hard to disagree with this. Dennis Murray said he recollects the city had undertaken a space study when Mike Will was the city manager (2007 or 2008) and asked Aaron Klein if he has seen or read this; Aaron Klein said he is aware of it, but has not read or reviewed all of the documents and reports that have been collected in the past. Dennis Murray said he would appreciate asking the building official to take a look at this rather than having the study redone. He asked to look at the square footage required by the municipal court and the police department as they are inextricably joined and determine what would fit at Cement Avenue in terms of existing operations and then look at what is left. Dennis Murray said there may be room for the other offices at city hall to be relocated somewhere in the downtown area, although he is not certain the county building is still an option based upon some recent conversations he has had and believes they (Erie County) have moved in a different direction. Dennis Murray asked if these could be broken out into three pieces with existing staff and resources. Jeff Smith said about one and one half years ago, he made a motion to do something similar, but the motion failed, so this is probably why the staff has not been working on this; he said he does agree with Dennis Murray. Wesley Poole said there is a complete drawing of what the municipal court needs for its expansion and this is something that can be looked at to know what square footage is necessary; this was prepared by the building official, George Poulos. Wesley Poole said this is for the addition to city hall, not for a stand-alone facility and shows what the judge requires for space to take care of his needs. Dennis Murray asked if this was independent of the police department and Wesley Poole indicated it is. Wesley Poole asked Aaron Klein to provide a list of the repairs made at the city building during 2013. He is aware new windows are needed, a new boiler and upgrades for information technology. Nicole Ard said a list of projects currently in motion have been provided from the bike path at Lions Park, environmental work for Sandusky Cabinets beginning November 18, and work done by the street crew to clean up land bank properties on Hancock Street. The bus shelters are being ordered this week and there are about thirteen other projects on a list. Nicole Ard thanked Aaron Klein, Anna Enderle, Art Straub and D.J. Loomis for their work in bringing these projects to fruition. A new breaker will be installed at the water plant by the end of the month and improvements will be made at the Oakland Cemetery house.

Nicole Ard said the city received a letter from the Erie County administrator regarding **oversize vehicle requirements** and research is being done to make some changes across the county.

Nicole Ard said **three new police cruisers** have arrived and staff in the fleet maintenance division is currently outfitting these.

Nicole Ard thanked those **police officers who are participating in "No Shave November"** for prostate cancer awareness for men. They have been permitted to grow moustaches or neatly trimmed goatees.

Nicole Ard noted **Sgt. Ron Snyder of the police department received a letter of thanks from Tiffin University** after recently being a guest speaker.

Nicole Ard said staff in the police department would like to remind citizens to **lock their vehicles and not leave valuables in them** as we approach the holiday season.

Nicole Ard said there is activity underway to **market the Paper District Marina** and provide general outreach about the Sandusky area at the boat shows. Nicole Ard said Victoria Kurt is working on the **Winter Fun Guide** and preparing materials to get out to boaters at the shows. Nicole Ard thanked the staff at Lake Erie Shores and Islands for their assistance with these items.

Nicole Ard said **Mills Creek Golf Course and the boat launch docks will be closing for the season** this week.

Nicole Ard said the city is seeking sponsors for the **2014 Movies By the Bay and Beats By the Bay series**.

There will be a fundraising event at Chili's on November 19 beginning at 11 a.m. and a portion of the proceeds will be donated to the **Wightman Wieber Kidsfest event**.

Julie Farrar said she likes the **new format of the city manager's report**. Julie Farrar asked if the **copier request for proposals** has been released and Nicole Ard said the date is not yet set for this to occur, but it is being worked on and up-to-date information will be included.

Diedre Cole said on page 37 of the manager's report, a note was made about **security gates being planned for the Paper District Marina** and asked Nicole Ard to elaborate on these. Nicole Ard said the city received quotes for these because of requests made by both boaters and operators at the marina. People would like to see gates similar to those at other local private marinas; these would not close off the marina itself; they would stop access to persons who do not have day, seasonal or transient passes to access the boats. This is a security measure and a comfort to persons docking here. Nicole Ard suggested looking at other facilities where these may be to know firsthand and this would be one of the items as discussed with zero-based budgeting; this would be supplemental. As the marina has opened up for seasonal and transient dockage, we must respond to what the boaters are asking. Jeff Smith said this is the number one recommendation made by boaters to members of the Recreation Board. They want to see these gates and persons who live at Chesapeake Lofts have said they would not put their boats here because of the lack of security. Diedre Cole asked if there have been any incidents at the marina and John Orzech said he is not aware of any. Jeff Smith said every spring, boaters experience a rash of vandalism by persons slitting boat covers and stealing. Wesley Poole said gates are a good idea and this is crime prevention through environmental design. It may not stop crime, but it may help deter crime.

Wesley Poole asked if the city is on schedule with **leaf collection**. Aaron Klein said the city is currently on schedule and they will finish Zone 2 tomorrow and move into Zone 3. Diedre Cole asked if a public service announcement can be made about blowing and raking leaves in the street. These end up in the catch basins and this will cause another huge problem for the city.

Dennis Murray asked where the city stands with the **Sandusky Bay Pavilion property** as he had a recent conversation with Dean William Balzer of Firelands College about it. Dennis Murray thanked the commission for exploring this and noted the staff from Firelands College met at the facility and indicated they would really like to proceed, but he understands they do not want to own any more property. William Balzer has said Firelands College needs a commitment to be able to use the property and to seek the grant funding, and would only be interested in utilizing a very small portion. Dennis Murray said his understanding is the advice they (Firelands College) got back from the city was this would be another twelve to eighteen months out, but this does not make sense to him. Nicole Ard said she is not certain where he would have gotten this because when she spoke to William Balzer a couple of weeks ago, that was not the case. Dennis Murray said he asked William Balzer to send the city their needs so that it can be passed along to the appropriate city person(s). Nicole Ard said he (William Balzer) was supposed to be contacting the professors at BGSU to determine how much of the building was needed and this would then allow them to find the grant. Nicole Ard said perhaps William Balzer is referring to the process for the master plan and Dennis Murray said he contacted William Balzer and he is glad to be

having this conversation. Nicole Ard said in terms of the actual master plan, she understands the foundation council has the plan on their agenda in terms of potential funding and fundraising and other things will need to be done for this. Dennis Murray asked the status of the National Trust for Public Lands (NTPL) and Nicole Ard said this is the master plan component which they may fund. Nicole Ard said a revised proposal was submitted and this is what the foundation council is considering. Dennis Murray asked if there are any prospects in sight in terms of who might fund improvements to the park or the removal of unused portions of the facility and Nicole Ard said she did not know, but this would be something that could be addressed with the new director of the Port Authority. There may be other funding sources that we can pursue and the Port Authority may know what they are. Dick Brady said oftentimes these kinds of things may get stalled for a variety of reasons and wonders if it would be unreasonable to believe the new commission would be in a position to bring legislation in to move this forward as early as January with Firelands College. Nicole Ard said the city currently is awaiting word from the college as to how much space they will need and to identify this. Dick Brady asked if it is unreasonable to think that the city could reach out to them via email, a letter, or phone conversation so they understand the ball is in their court as it sounds like they do not think this now. Nicole Ard said the college has seen blueprints of the building and she is confused as to why he (William Balzer) would say he had not. Dick Brady said he believes the concern is about hearing this may be 12 – 18 months out and a lot of traction can be lost in that amount of time. Nicole Ard said the only thing she can say is that William Balzer may be thinking about the master plan process which is a community intensive process that has to be planned out and is not something that happens overnight. He was talking about getting confirmation they could tell the grantors they have access to this space and are using it. Diedre Cole said she is the one who actually brought BGSU to the table regarding the Sandusky Bay Pavilion and two or three weeks ago, she received an email from William Balzer about this particular grant which was forwarded to Aaron Klein and Nicole Ard. Diedre Cole asked if this email was answered and Aaron Klein indicated it was. Aaron Klein said he has emailed and spoken to William Balzer and has had discussions about their interest and this is the extent of what has happened. Aaron Klein said he briefly spoke about the grant and understands William Balzer was looking to set up a discussion with the city within the next few weeks. Diedre Cole said this is a golden opportunity for the university and for Sandusky to have a collaborative partnership with a major university in our area and she encourages this dialogue, and hopes based upon the comments of the incoming commissioners and current commissioners and their support, this can be moved along as quickly as possible. Wesley Poole said it sounds as if the city is moving this along quickly and the Sandusky Bay Pavilion is currently being used for events the citizens can enjoy. Wesley Poole said this started with a motion made by him which included Bowling Green/Firelands College with the idea of finding out what the city wanted to do with the area and whether or not what BGSU wanted to do would fit in with the other things. We have yet to decide as a community what this will look like when it is done and this is what he is interested in. Moving along for a specific project and favoring Bowling Green is okay, but there are other organizations that have interest and the idea was for these groups to sit down together and see if they can work something out for the whole community. If there are not individual groups getting this, he suggests to consider determining what this will look like when it is done and what its use will be, not just because it would be nice to have Bowling Green at the facility. Wesley Poole said it appears from what he heard from Bowling Green they can do what they want to do anywhere along the shoreline and in terms of utilization of five acres at the Sandusky Bay Pavilion, he is not sure they have to be there. Wesley Poole said perhaps this is moving way too fast in specific directions and the commission has not said what is going to be done regarding the overall purpose of the property. John Hamilton said he recalls the vote was to keep the property as an event park. Diedre Cole said the vote by the commission was to engage the NTPL to lead this discussion which would remove it from the political arena and personal agenda of anyone and everyone involved. Diedre Cole said the motion was for the city manager to engage NTPL to engage in dialogue with the foundations and stakeholders including Bowling Green State University. Since that time there has been dialogue with the foundations; Nicole Ard said there has been dialogue but the city cannot tell them what to do given they just reported that they are considering all of the different things that have been asked of them and this is not the only thing that was on their agenda. Nicole Ard said she has also spoken with William Balzer and indicated the college should demonstrate access to a facility and he was referring to their (the university's) grant, not the one the city is interested in. Nicole Ard said folks have been engaged from around the area and the city has positioned itself to obtain funding through this foundation to help pay for activities. Diedre Cole asked where the NTPL is in all of this and Nicole Ard said a proposal was made to the foundation to perform the activity as the city does not have money to do this. Nicole Ard said unless the commission would like to find this amount of money in the city budget to do this, there are others in the community who are trying to help. Nicole Ard said she noted quite a while back the city has to do this (talk to the foundations) because the city does not have the funding and this may be something for the Port Authority to consider for the Sandusky Bay Pavilion. Wesley Poole said this may just be a matter of being naïve or not business-oriented, but he was looking for the folks who use this park now to get together and see what can be done to improve the facility to make the current activities more successful. From this conversation, we could then figure out if they are

serious about this and ideas would come from the community. Depending on how the city develops this area, Ohio Bike Week could schedule events and draw more people and this could grow. If different parties have other ideas along the way, they could be lumped in. The bottom line is the foundations and/or the NTPL were to bring back a purpose and/or use which the city could use this park for which would then be sold to the community. It does not have to be a specific design or layout like Lions Park, it is just a vision of what we want to do with it so the community can get behind it. It will not just be something that individual commissioners are supporting parts and pieces of. Nicole Ard said, as reported in the city manager's report, there have been discussions with different entities in terms of their experiences in the past and the events held at the SBP. Nicole Ard said she is awaiting word about this major planning effort but there have not been any changes recommended. People were appreciative of the change made with the restrooms. Dennis Murray said he does not believe we are talking about mutually exclusive choices and the area being talked about for use is one one-hundredth or one two-hundredth the overall size and they (Firelands College) are not talking about making a major investment of dollars in a physical plan. What has already been proposed is entirely reasonable to proceed with the NTPL and potentially the foundations in terms of overall long-term planning. Dennis Murray said in the short term, he would like to see if we can work with them and give them the assurance they need so they can take the next step and we can marry these things together as we go along.

### OLD BUSINESS

Diedre Cole said about three weeks ago, **Hank Solowiej's performance evaluation** was finalized and asked if it has been signed by all of the commissioners. Julie Farrar had this and passed it along to Diedre Cole.

Diedre Cole asked where the city is with **Nicole Ard's performance evaluation** and if she (Nicole) has heard back from her attorney yet. Nicole Ard said she has a document which she will provide to the commission. Diedre Cole asked if an executive session needs to be scheduled for this and Wesley Poole said he is done.

Dennis Murray said he is troubled the commission has not moved forward as a community in **providing a way to honor (slain) Officer Andrew Dunn**. There are a lot of things that come to this table and he is as guilty as anyone of forgetting things from time to time, but believes a reasonable request has been made regarding the naming of the west end overpass after Officer Dunn. Dennis Murray said from his time in the Ohio House of Representatives, this would require the General Assembly approval because it is their road, or at least he thinks it would need their approval. If this is not the case, it is the city's right to name the road. John Hamilton said he has had people ask him about this and they laugh at this bridge and compare it to the Cadillac car ride at Cedar Point because of the way it loops and goes around. John Hamilton also said one of the nearby residents has a flooding problem on his property now and it would be nice to name it after something, but he personally thinks something nicer could be chosen. John Hamilton said he has heard a lot of feedback about this and his personal opinion is that it is nice and he was in seventh grade when they started talking about building the roadway. Diedre Cole asked Nicole Ard if there is still an email comment section on the city's website and Nicole Ard indicated there is. Diedre Cole suggested a period of 60 – 90 days for the community to weigh in and comment and then put this ball squarely in the court of the new commission. The residents of the community should have a voice in this process. For those who do not have access to a computer, they can simply call or drop off a postcard with their thoughts as to what they would like to see. If there are any legalities, perceived or otherwise, this will provide time to iron them out. Wesley Poole said the FOP has withdrawn this request. When this was discussed before, it is not the Edison Bridge and does not represent much to have your name on, which is just his opinion. Beyond that, Wesley Poole said he would not support this without some discussion with the family and this has not come up and they have not been involved in it. Wesley Poole said there are more heroes than buildings and monuments to name after them, and when this came up earlier in the year, immediately, people who had lost children and who were citizens of Sandusky and had fought in wars began to recognize and speak out as to why we should honor this person or that person. Wesley Poole said it did not make sense to turn this into a big public battle and the family did not ask for it; setting them up to go through listening to all of the people who think the bridge should not be named after Officer Dunn is not something he is interested in putting the family through. Wesley Poole said it is not that he does not care, his concern and interest in how this turns out is different than others. Many people who have contributed much to this community who have not had things named after them have loved ones who have accepted this as it is. Wesley Poole said he is not sure it is productive to get into this argument; if there was a big public groundswell to name something after Officer Dunn, it would have been done by now and he does not want to subject the family to a public disagreement about it. Officer Dunn can be honored positively each year through a vigil but

getting into this controversy is totally unproductive. Julie Farrar said when the FOP first made this request, the discussion got a little rocky. The commission did not say they were not going to talk about it and did not say we would or would not name the bridge after Officer Dunn or anyone else. The commission said it would have conversations after completion of the roadway and said the question was asked whether this would be the appropriate thing to name for Officer Dunn. Julie Farrar said there are many heroes in the community and she has not forgotten, but she recalls the city was going to address this after the road completion and no one could have known ODOT would have completed it six months ahead of schedule. This conversation needs to be had and it will be a very talked-about issue. Jeff Smith said after this came up earlier in the year, he heard from several persons who wanted the overpass named after someone different. Every time someone said this to him, he asked them to get signatures to present to the commission to show they have gone to a certain extent to accomplish this. No matter who he has spoken to, someone had a different suggestion. John Hamilton said he also recalls a discussion about turning Huron Park into a Walk of Fame and Julie Farrar said there is a plan for upgrades to this park, the greenhouse and the splash pad to be a more active park. There have not been meetings in a while but this could change at the drop of a hat. Anna Enderle said there was a consultant brought in for the development of a master plan for this area but he backed out and the city was left with an unfinished plan; the city did not pay him for services. This summer, the Sandusky Main Street Association intern redrew the plan so it is one hundred percent the city's and we have a more finished, final product. Anna Enderle said once Rebecca Corrigan starts working, a narrative plan will be developed.

### NEW BUSINESS

Jeff Smith said the **Sandusky Main Street Association and Heritage Ohio have put together a historic building rehabilitation workshop** for property owners and city officials. The workshop is November 15 from 9 a.m. – 4:30 p.m. Persons who may be interested in attending can contact John Lippus at 419.627.5942.

John Hamilton asked when the commission would like to schedule the **swearing in ceremony for the commissioners-elect**. The last time this was held on New Year's Day; John Hamilton suggested January 3. The commission agreed to hold this on Friday, January 3 at 1 p.m.

**Upon motion of Pervis Brown and second of Jeff Smith, the commission voted to hold an executive session regarding the sale and purchase of real property. Roll call on the motion: Yeas: Wesley Poole, Jeff Smith, Julie Farrar, Pervis Brown, John Hamilton & Diedre Cole, 6. The President declared the motion passed.**

### AUDIENCE PARTICIPATION

Sharon Johnson, 1139 Fifth Street, asked for an update on the Hopper's mobile home park and if this property will get cleaned up this winter or if it will get frozen to the ground and then nothing will be able to be done until spring. Don Icsman said he is concerned too, but this is a leap. Don Icsman said this is private property and is a fourth amendment right and recognizing this is important and the city does not want to end up with a similar situation as the former Esmond Dairy location on Campbell Street. Don Icsman said he met with Paul Ricci today to comply with the law and allow the city to have an interest in recouping the money and there is money to pay for this. There is an attorney representing the property owner and the city has been following the Ohio Revised Code in terms of process and will keep moving for resolution. Sharon Johnson said at one time, maintenance was under the city manager, and asked if this duty has been transferred to the city engineer. Nicole Ard asked what particular area is being referred to and Sharon Johnson asked about the traffic/street division; Sharon Johnson said she can email Aaron Klein directly with questions regarding this department if the city manager is no longer overseeing it.

Matt Morgan, 1003 West Osborne Street, said he recently relocated and made a conscious effort to stay within the City of Sandusky. He had other options as he grew up in Huron and hopes to someday have a family, but he chose to stay here. He does not expect perfection, but Sandusky is a city he has come to get to know and enjoy and said he takes pleasure in bringing others into the city and giving them a place to be inspired. Sandusky can retain youth and have a younger generation to be successful and happy. Matt Morgan thanked those for their efforts and for citizens who want to live and work in the city by their own free will.

**The President announced a recess of the regular session at 6:46 p.m. One executive session was held beginning at 6:58 p.m. Upon motion of Diedre Cole and second of Julie Farrar, the commission voted to adjourn the meeting at 7:15 p.m. The 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