

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

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

**City staff present:** Todd Roth – Engineer, Jim Lang – Interim Police Chief, Paul Ricci – Fire Chief, Carrie Handy – Chief Planner, Anna Enderle - Planner, Scott Miller – General Services Director, Don Rumbutis – IT Department, Don Icsman – Law Director, Nicole Ard - City Manager, Hank Solowiej – Finance Director and Kelly Kresser – Commission Clerk.

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

**Upon motion of Pervis Brown and second of Wesley Poole, the commission voted to approve the minutes of the April 9, 2012 meeting and dispensed with the oral reading. The President declared the motion passed.**

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

Tim Schwanger, 362 Sheffield Way, said the city commission recently voted to save \$30,000 on the Lions Park project and asked if this money was placed into an escrow program or sent elsewhere (Item #5).

Sharon Johnson, 1139 Fifth Street, asked what will happen with the maintenance for the downtown planter project after the first year if it is approved (Item #3). Sharon Johnson said changes for the BIWW project are excessive (Items # 7 – 10). Sharon Johnson said additional CDBG funds are requested for Lions Park and asked where the money is being taken from.

#### **PROCLAMATIONS**

Keith Grohe read a proclamation declaring **April 28 as “Arbor Day”** in the City of Sandusky.

Wesley Poole read a proclamation declaring **May, 2012 as “Motorcycle Awareness Month”** in the City of Sandusky and presented it to Brian Jordan, President of District 7 - American Bikers Aimed Toward Education (ABATE). Wesley Poole said this recognition leads into Bike Week and the City of Sandusky hosts this event. Brian Jordan said this proclamation will be presented on the steps of the State Capitol building in May.

#### **PRESENTATIONS**

Crystal Dymond, Storm Water Program Coordinator for the Erie County Soil and Water Conservation District (ECSWCD), presented information about the **storm water program in Sandusky and Erie County**. The storm water program started under the EPA’s Clean Water Act as storm water runs off the land and picks up pollution along the way. The effects include the algal bloom and phosphorus runoff. This area of Ohio has a \$10 billion-a-year tourism trade and involves public health, drinking water, increased fees to treat pollutants, our wildlife and environment and the health of streams. The storm water program is an unfunded mandate by the State of Ohio which began in 2003. The city must pass ordinances regarding construction and illicit discharges. The regulated communities funded a storm water program coordinator to promote education and programs throughout the county. As a regulating community, this program must focus on: education outreach, public involvement/participation, construction site sediment and erosion, post construction water quality, illicit discharge detection and elimination, pollution prevention and good housekeeping. The key players in storm water management are the Erie County commissioners, City of Sandusky commissioners, the cities of Vermilion and Huron, the Townships of Perkins and Margaretta and the Village of Bay View. The Clean Water Coalition has created a website: [www.Eriecleanwater.com](http://www.Eriecleanwater.com) to help keep the community educated about storm water management.

Crystal Dymond said the ECSWCD achievements for 2011 include:

- 2011 annual report completed
- 2011 storm water budget updates

- Clean Water Coalition collaboration
- website: [www.eriecleanwater.com](http://www.eriecleanwater.com)
- grants
- storm water monitoring work group – IDDE program
- pollution prevention plans completed
- educational workshops/trainings
- 2012 education theme: Healthy Soils, Healthy People
- educational publications created
- partnerships created and renewed
- support system created
- innovative storm water ideas: recycled glass, pervious pavement, green roofs, rain gardens
- getting involved to help water quality and local communities

In 2001, the ECSWCD received the following grants totaling \$22,950:

- certified erosion, sediment and storm water inspector workshop - \$2,500
- good housekeeping pollution prevention workshops - \$1,500
- Clean Water Matters educational banners - \$2,500
- healthy water, healthy people campaign - \$500
- national Estuarine research reserve science collaborative grant - \$15,000

The ECSWCD purchased banners to be used at events such as Earth Day to provide information about “clean water”, “keeping a healthy yard”, “keeping soil in its place”, “re-use and recycle”, “nature works for you”, “steer clear of pollution”, “where does it flow” and “storm water”.

The ECSWCD will be seeking \$143,500 in grant funding in 2012 for the following:

- storm water improvement fund Perkins Township is applying for \$50,000
- National Science Standards – BGSU grant collaboration for Sandusky and Perkins Schools for \$90,000 over three years
- Sediment & Erosion Field Day – partnering with Old Woman Creek for \$2,000
- storm water training fund – applying for \$15,000 for Sediment & Erosion Field Day on October 11

Crystal Dymond said the next steps to be taken include writing ordinances for three minimum control methods, renewing the storm water management plan with measurable goals, providing more educational workshops and trainings, more public involvement and education, storm water structures in the field, pervious pavement, green roofs, potential grants, cost effective solutions/technology and increasing water quality. Wesley Poole asked if there will be obstacles for the City of Sandusky to remain in compliance with regulations and Crystal Dymond said the ordinances need to be updated and the pollution prevention plans are complete. A structure needs to be in place for future construction activity (and ordinances/system in place to govern), and the public needs to be involved through a 50% outreach. Wesley Poole asked the timeframe for the ordinances and Crystal Dymond said she is working with Todd Roth and Jane Cullen from the engineering department. The EPA will be involved and she (Crystal) will help bring those persons to the table that need to be involved.

## **PUBLIC HEARING**

### **A Public Hearing was held regarding the FY 2012 annual CDBG action plan application.**

Carrie Handy said this is the second public hearing for purposes of looking at the fourth program year for the City of Sandusky. The draft action plan was made available to the public at City Hall, the Sandusky Library and on the city’s website. The CDBG program allows 20% of the total allocation for administration and Sandusky’s total amount - \$675,622 - is approximately \$70,000 less than FY 2011. Some tough decisions have been made and the administrative costs were lessened to approximately 13% of the total allocation. The proposed projects for this application include: administration, 2-1-1 funding, fair housing activities (homebuyer counseling and foreclosure prevention), housing programs (down payment assistance and emergency home repair/access improvements), public services (emergency housing payments and utility assistance, Citizen’s Circle program, community gardening program), public facilities improvements for streets, parks and recreation, Code Enforcement activities

and economic development (for technical assistance, direct financial assistance and the micro-enterprise loan program).

Jeff Smith asked if people are taking advantage of the down payment assistance program and Carrie Handy said there were three applicants last year and believes there is already one for the upcoming program year. Pervis Brown said the community wellness prevention funding has been reduced but would prefer to cut from community gardening rather than wellness prevention. Julie Farrar asked how much was spent for community gardening and wellness prevention last fiscal year. Carrie Handy said 100% of the community gardening allocation was spent but she is not certain if the total allocation for wellness prevention was spent. Julie Farrar said there was a question last year about youth programs and Carrie Handy said there still is \$1,000 available for these programs. Julie Farrar said the numbers are prepared for usage based upon the previous year, but last year's program monies have not yet been spent. John Hamilton asked if the \$70,000 decrease in funding came from the federal government and Carrie Handy said CDBG was cut 11.5% across the board.

Gary Guendelsberger, 726 Walnut Ridge Lane, asked what will become of the existing play equipment at Lions Park once the new equipment has been purchased/placed in the park. He asked if the current equipment can be relocated and if it is being replaced because of the pathway. He does not agree with spending \$64,000 for serviceable play equipment if it can be relocated. Carrie Handy said because of the design of the drains and the new play area, it is not feasible to relocate the current equipment within Lions Park and Carrie Handy said the city is looking where this equipment can possibly be relocated or recycled. Gary Guendelsberger said there was thought given to introducing a third community garden but since this is not being initiated, he asked if \$15,000 is necessary to sustain the two existing gardens. Carrie Handy said she spoke with staff from the Erie County Health Department and they have indicated this level of funding is necessary to maintain the two existing gardens.

Sharon Johnson, 1139 Fifth Street, asked if the figure of \$611,599 is still the amount for the Lions Park budget and Carrie Handy said this amount has decreased due to a previous change order. The budgeted amount for this next fiscal year will be what is left from monies already spent. Sharon Johnson asked about the rock climbing equipment and Carrie Handy said there are two different climbing boulders which are outlined in a quotation. Sharon Johnson asked if the city will get more equipment next year and Carrie Handy said half of the equipment will be purchased this fiscal year in order to save money with the program. Sharon Johnson asked if there are rails under the West Market Street project area and Todd Roth said if there are rails in this area, they will first be removed. Todd Roth said this rail removal will be handled separately as CDBG money has been promised for paving. Sharon Johnson asked how the city can figure on resurfacing Campbell Street and Columbus Avenue two years into the future and Todd Roth said the funding is local (20%) and will need to be determined at a future date.

Tim Schwanger, 362 Sheffield Way, asked if the \$663,000 from the Revolving Loan Fund is an accumulation of funds from the past few years and Carrie Handy said it is. Tim Schwanger asked about the \$35,000 figure for technical assistance and Carrie Handy said this money is for the services performed by Greg Sherman although he has not used the entire amount for the past couple of years. If the money is not utilized, it stays in the RLF fund and is made available to local businesses.

**There being no further comments, John Hamilton then declared the public hearing closed.**

#### **CURRENT BUSINESS**

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

**ITEM #1 – Submitted by Todd J. Roth, P.E., P.S.**

#### **SECOND READING**

**[ORDINANCE NO. 12-034](#): It is requested an ordinance be passed **amending part one – administrative code, title seven – boards and commissions, chapter 157 – Human Relations Commission, in the manner and way specifically set forth herein below.****

**Upon motion of Wesley Poole and second of Jeff Smith, the commission voted to approve this ordinance at second reading. Roll call on the ordinance: Yeas: Julie Farrar, Pervis Brown, John Hamilton, Wesley Poole, Keith Grohe and Jeff Smith, 6. The President declared the ordinance passed at second reading and effective in 30 days.**

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

**Budgetary Information:** The cost associated with this purchase and sale agreement is the total amount of the title examination, deed preparation, escrow fees and any other customary fees that may be due and payable in the ordinary course of the sale and purchase transaction and costs associated with securing the structure and the cleanup of the property. The city will recoup the majority of these expenses from the purchase price paid by the purchaser and in part from the distribution of proceeds from the sale of land bank property sold for development pursuant to R.C. 5722.08 (A) and held in the city's land bank account. The sale and rehabilitation of this property will revitalize the neighborhood and enhance surrounding property values and the taxing districts will once again begin collecting real property taxes.

**ORDINANCE NO. 12-035:** 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 #57-00945.000, located at 1631 Campbell 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 Pervis Brown, the commission voted to approve this ordinance according to Section 14 of the city charter. Roll call on the motion: Yeas: Julie Farrar, Pervis Brown, John Hamilton, Wesley Poole, Keith Grohe and Jeff Smith, 6. Roll call on the ordinance: Yeas: Julie Farrar, Pervis Brown, John Hamilton, Wesley Poole, Keith Grohe and Jeff Smith, 6. The President declared the motion passed.**

**ITEM #3 – Submitted by Carrie R. Handy, Chief Planner**

**Budgetary Information:** The proposed project cost would be a maximum of \$10,000. The MPO will fund 50% of the eligible costs or \$5,000 (50% of \$10,000). The Sandusky Main Street Association has secured local match funds from local foundations (Frost Parker, Sandusky Erie County Community Foundation, Frohman, Mylander and Wightman Wieber) totaling \$8,000. It is noted that \$5,000 of the local match will be used to purchase planters and the remaining \$3,000 will be used for plants and maintenance expenses for the first year of the project. There is no impact to the city's general fund.

**RESOLUTION NO. 009-12R:** It is requested a resolution be passed **approving and ratifying the submission of an application to the Erie Regional Planning Commission Metropolitan Planning Organization for financial assistance for the downtown planter beautification project and, if awarded, authorizing and directing the city manager to enter into the LPA Federal Local-LET project agreement with the Ohio Department of Transportation;** and declaring that this resolution shall take immediate effect in accordance with Section 14 of the city charter.

**Upon motion of Pervis Brown and second of Julie Farrar, the commission voted to approve this resolution according to Section 14 of the city charter.**

*Discussion:* Julie Farrar asked about storage for the planters in the off season and Carrie Handy said the city's staff will perform the maintenance and storage work, but the Sandusky Main Street Association (SMSA) must raise monies for this and are looking at a means of raising them. Jeff Smith said businesses are being solicited by the SMSA to sponsor different areas of the downtown. There are funds for two SMSA employees and they could potentially be utilized. Jeff Smith said he will abstain from this vote as he is on the SMSA board. Wesley Poole said this application is for MPO funding and hopefully once approved, a plan will be locked in for future maintenance. Before jumping into this, Wesley Poole said he would like to have a written agreement or contract so it is certain what the city will do. Keith Grohe asked if SMSA will be invoiced for the maintenance and Carrie Handy said "yes".

**Roll call on the motion: Yeas: Julie Farrar, Pervis Brown, John Hamilton, Wesley Poole and Keith Grohe, 5. Abstain: Jeff Smith, 1. Roll call on the resolution: Yeas: Julie Farrar, Pervis Brown, John Hamilton, Wesley Poole and Keith Grohe, 5. Abstain: Jeff Smith, 1. The President declared the motion passed.**

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

**Budgetary Information:** The construction estimate for the Campbell Street resurfacing is \$247,805.32. The MPO will fund 80% of the eligible costs or \$198,244.26 (80% of \$247,805.32). CDBG and the sewer fund will provide the 20% match of \$49,561.06. CDBG will be \$16,136.06 and sewer funds will be \$33,425. The construction estimate for the Columbus Avenue resurfacing is \$510,563.60. The MPO will fund 80% of the eligible costs or \$408,450.88 (80% of \$510,563.60). CDBG and the sewer fund will provide the 20% match of \$102,112.72. CDBG will be \$72,862.72 and sewer funds will be \$29,250.

**RESOLUTION NO. 010-12R:** It is requested a resolution be passed **approving and ratifying the submission of an application to the Erie Regional Planning Commission Metropolitan Planning**

**Organization for financial assistance for the Campbell Street resurfacing project and, if awarded, authorizing and directing the city manager to enter into the LPA Federal Local-LET project agreement with the Ohio Department of Transportation;** and declaring that this resolution shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Wesley Poole and second of Keith Grohe, the commission voted to approve this resolution according to Section 14 of the city charter. Roll call on the motion: Yeas: Julie Farrar, Pervis Brown, John Hamilton, Wesley Poole, Keith Grohe and Jeff Smith, 6. Roll call on the resolution: Yeas: Julie Farrar, Pervis Brown, John Hamilton, Wesley Poole, Keith Grohe and Jeff Smith, 6. The President declared the motion passed.

**RESOLUTION NO. 011-12R:** It is requested a resolution be passed approving and ratifying the submission of an application to the Erie Regional Planning Commission Metropolitan Planning Organization for financial assistance for the Columbus Avenue resurfacing project and, if awarded, authorizing and directing the city manager to enter into the LPA Federal Local-LET project agreement with the Ohio Department of Transportation; and declaring that this resolution shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Jeff Smith and second of Keith Grohe, the commission voted to approve this resolution according to Section 14 of the city charter. Roll call on the motion: Yeas: Julie Farrar, Pervis Brown, John Hamilton, Wesley Poole, Keith Grohe and Jeff Smith, 6. Roll call on the resolution: Yeas: Julie Farrar, Pervis Brown, John Hamilton, Wesley Poole, Keith Grohe and Jeff Smith, 6. The President declared the motion passed.

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

**Budgetary Information:** The revised contract amount with change order #1 was \$857,700. The revised contract amount will be \$871,641 with \$100,978 from the water fund, \$114,161 from the sewer fund, \$70,000 from the land and water conservation grant, \$2,892 from the Sandusky Erie County Community Foundation grant, and \$583,610 from community development block grant funds. The breakdown for change order #2 is \$1,360 from the water fund, \$4,069 from the sewer fund and \$8,512 from CDBG.

**ORDINANCE NO. 12-036:** It is requested an ordinance be passed approving and ratifying the second change order for work performed for the Lions Park project, Phase II in the amount of \$13,941 to be paid to Kelstin, Inc., of Shelby, 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 Jeff Smith, the commission voted to approve this ordinance according to Section 14 of the city charter.

*Discussion:* Todd Roth said completion of the sanitary and sewer items reflect the final quantities for the project. The majority of the second part of the change order is storm sewers to improve the west side between the splash pad and playground area and the properties to the west.

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

**ITEM #6 – Submitted by Carrie Handy, Chief Planner**

**Budgetary Information:** The City of Sandusky will award WSOS Community Action Commission, Inc. \$43,722 to provide down payment assistance for home ownership, homebuyer counseling and educational services to low- and moderate income residents in Sandusky under the rules and regulations of the U.S. Department of Housing and Urban Development Community Development Block Grant. There is no impact to the city's general fund.

**ORDINANCE NO. 12-037:** It is requested an ordinance be passed authorizing and directing the city manager to enter into a subrecipient agreement with WSOS Community Action Commission, Inc., substantially in the same form as attached hereto, and to expend funds in an amount not to exceed \$43,722 from the FY 2011 Community Development Block Grant; 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 Wesley Poole, the commission voted to approve this ordinance according to Section 14 of the city charter. Roll call on the motion: Yeas: Julie Farrar, Pervis Brown, John Hamilton, Wesley Poole, Keith Grohe and Jeff Smith, 6. Roll call on the ordinance: Yeas:

**Julie Farrar, Pervis Brown, John Hamilton, Wesley Poole, Keith Grohe and Jeff Smith, 6. The President declared the motion passed.**

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

**Budgetary Information:** The current contract with Kirk Bros. Co., Inc. is \$3,650,000 which includes a \$200,000 allowance and with the addition of this change order #1 in the amount of \$46,816.11, the contract amount will remain \$3,650,000 but the allowance will be reduced to \$153,183.89. The contract with Kirk Bros. Co., Inc. is being paid with water funds through an Ohio Water Development Authority loan.

**ORDINANCE NO. 12-038:** It is requested an ordinance be passed **authorizing and directing the city manager to approve the first change order for work being performed by Kirk Bros. Co., Inc. of Alvada, Ohio, for the Big Island Water Works chemical improvement project in the amount of \$46,816.11;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

**Upon motion of Wesley Poole and second of Pervis Brown, the commission voted to approve this ordinance according to Section 14 of the city charter. Roll call on the motion: Yeas: Julie Farrar, Pervis Brown, John Hamilton, Wesley Poole, Keith Grohe and Jeff Smith, 6. Roll call on the ordinance: Yeas: Julie Farrar, Pervis Brown, John Hamilton, Wesley Poole, Keith Grohe and Jeff Smith, 6. The President declared the motion passed.**

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

**Budgetary Information:** The current contract with Wilkes & Co. is \$106,860 which includes a \$25,000 allowance and with the addition of this change order #1 in the amount of \$5,336, the contract amount will remain \$106,860 but the allowance will be reduced to \$19,664. The contract with Wilkes & Co. is being paid with water funds through an Ohio Water Development Authority loan.

**ORDINANCE NO. 12-039:** It is requested an ordinance be passed **authorizing and directing the city manager to approve the first change order for work being performed by Wilkes & Company of Huron, Ohio, for the Big Island Water Works chemical improvement project in the amount of \$5,336;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

**Upon motion of Keith Grohe and second of Jeff Smith, the commission voted to approve this ordinance according to Section 14 of the city charter. Roll call on the motion: Yeas: Julie Farrar, Pervis Brown, John Hamilton, Wesley Poole, Keith Grohe and Jeff Smith, 6. Roll call on the ordinance: Yeas: Julie Farrar, Pervis Brown, John Hamilton, Wesley Poole, Keith Grohe and Jeff Smith, 6. The President declared the motion passed.**

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

**Budgetary Information:** The current contract with Wilkes & Co. is \$193,512 which includes a \$15,000 allowance and with the addition of this change order #1 in the amount of \$390.50, the contract amount will remain \$193,512 but the allowance will be reduced to \$14,609.50. The contract with Wilkes & Co. is being paid with water funds through an Ohio Water Development Authority loan.

**ORDINANCE NO. 12-040:** It is requested an ordinance be passed **authorizing and directing the city manager to approve the first change order for work being performed by Wilkes & Company of Huron, Ohio, for the Big Island Water Works chemical improvement project in the amount of \$390.50;** 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 according to Section 14 of the city charter. Roll call on the motion: Yeas: Julie Farrar, Pervis Brown, John Hamilton, Wesley Poole, Keith Grohe and Jeff Smith, 6. Roll call on the ordinance: Yeas: Julie Farrar, Pervis Brown, John Hamilton, Wesley Poole, Keith Grohe and Jeff Smith, 6. The President declared the motion passed.**

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

**Budgetary Information:** The current contract with South Shore Electric, Inc. is \$1,321,100 which includes a \$25,000 allowance and with the addition of this change order #1 in the amount of \$9,351, the contract amount will remain \$1,321,100 but the allowance will be reduced to \$15,649. The contract with South Shore Electric, Inc. is being paid with water funds through an Ohio Water Development Authority loan.

**ORDINANCE NO. 12-041:** It is requested an ordinance be passed **authorizing and directing the city manager to approve the first change order for work being performed by South Shore Electric, Inc., of Elyria, Ohio, for the Big Island Water Works chemical improvement project in the amount of \$9,351;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

**Upon motion of Wesley Poole and second of Julie Farrar, the commission voted to approve this ordinance according to Section 14 of the city charter. Roll call on the motion: Yeas: Julie Farrar, Pervis Brown, John Hamilton, Wesley Poole, Keith Grohe and Jeff Smith, 6. Roll call on the ordinance: Yeas: Julie Farrar, Pervis Brown, John Hamilton, Wesley Poole, Keith Grohe and Jeff Smith, 6. The President declared the motion passed.**

**ITEM #11 – Submitted by James F. Lang, Interim Police Chief**

**Budgetary Information:** The total estimated cost for the five laptop computers is \$18,124.20 of which \$15,883 will be paid with the funds that are available through the Edward Byrne Memorial Justice Grant program and the remaining balance of \$2,241.20 will be paid with funds from the police department's 2012 operating budget (110 1010 540 90). This grant requires no matching funds.

**ORDINANCE NO. 12-042:** It is requested an ordinance be passed **authorizing and directing the city manager to enter into a Memorandum of Understanding with the Board of Erie County Commissioners for the reallocation of Justice Assistance Grant funds and, if awarded, authorizing the city manager to execute any required agreements; approving the submission of a grant application by the City of Sandusky on behalf of Erie County and the City of Sandusky to the U.S. Department of Justice Office of Justice Programs, Bureau of Justice Assistance for funding through the Edward Byrne Memorial Justice Assistance Grant program FY 2012 local solicitation;** and declaring that this ordinance shall take immediate effect with Section 14 of the city charter.

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

*Discussion:* Wesley Poole asked if these are new computers or improvements to existing computers and Jim Lang said they are **toughbook computers** which have touch screens and are an improvement for the officers. John Hamilton said there are five computers which equate to \$3,500 each. Jim Lang said they are called toughbooks to withstand abuse and are taken in and out of vehicles regularly.

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

**ITEM #12 – Submitted by James F. Lang, Interim Police Chief**

**Budgetary Information:** The total amount of this expenditure is \$13,775. The funds for this expenditure are budgeted for in the 2012 police operating budget.

**ORDINANCE NO. 12-043:** It is requested an ordinance be passed **authorizing and directing payment to TAC Computer, Inc. of Oakwood, Ohio, for the annual maintenance fee for the period April 1, 2012 through March 31, 2013;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

**Upon motion of Jeff Smith and second of Keith Grohe, the commission voted to approve this ordinance according to Section 14 of the city charter. Roll call on the motion: Yeas: Julie Farrar, Pervis Brown, John Hamilton, Wesley Poole, Keith Grohe and Jeff Smith, 6. Roll call on the ordinance: Yeas: Julie Farrar, Pervis Brown, John Hamilton, Wesley Poole, Keith Grohe and Jeff Smith, 6. The President declared the motion passed.**

**ITEM #13 – Submitted by James F. Lang, Interim Police Chief**

**Budgetary Information:** Firelands Corporate Health Center is the sole provider in Erie County for the contractually required annual testing for police officers. Firelands Corporate Health Center maintains the police officer's medical charts. Having the tests performed with Firelands Corporate Health allows police officers to be tested while on duty and therefore, avoids the additional expense of overtime. The cost for each physical is \$723.90 and officers can opt out of or in to the program up to the time of the physical. There are currently 28 employees eligible for physicals for a total estimated cost for the medical examinations of \$20,269.20. The cost for the exams are included in the police department 2012 operating budget. The union signed a Memorandum of Understanding agreement on March 8, 2012,

agreeing to use the test results from the annual physical fitness program for the tests required in the fall for the health insurance which results in a cost savings to the city.

**ORDINANCE NO. 12-044:** It is requested an ordinance be passed **authorizing and directing the city manager to expend funds to Firelands Corporate Health Center of Sandusky, Ohio, for annual medical examinations to be completed for the Sandusky Police Department in CY 2012;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

**Upon motion of Pervis Brown and second of Keith Grohe, the commission voted to approve this ordinance according to Section 14 of the city charter. Roll call on the motion: Yeas: Julie Farrar, Pervis Brown, John Hamilton, Wesley Poole, Keith Grohe and Jeff Smith, 6. Roll call on the ordinance: Yeas: Julie Farrar, Pervis Brown, John Hamilton, Wesley Poole, Keith Grohe and Jeff Smith, 6. The President declared the motion passed.**

**ITEM #14 – Submitted by Kelly L. Kresser, Commission Clerk**

A notice has been submitted to the City of Sandusky from the Ohio Division of Liquor Control, requesting **new C1 and C2 liquor permits for Lisa Hurst dba Beach's Pizzeria and Café, 2900 Venice Road, Sandusky.** It is requested the clerk notify the Ohio Division of Liquor Control that the city has no objections to this request.

**Upon motion of Julie Farrar and second of Pervis Brown, the commission voted to authorize the clerk to notify the Ohio Division of Liquor Control the city has no objection to this request. Roll call on the motion: Yeas: Julie Farrar, Pervis Brown, John Hamilton, Wesley Poole, Keith Grohe and Jeff Smith, 6. The President declared the motion passed.**

**CITY MANAGER'S REPORT**

**Upon motion of Pervis Brown and second of Wesley Poole the commission voted to accept a donation of an American flag from Diedre Cole for the city's boat ramp facility (estimated value of \$15). The President declared the motion passed.**

**Upon motion of Jeff Smith and second of Pervis Brown, the commission voted to accept a donation in the amount of \$2,000 from George Mylander for the repair and refurbishment of the Veterans memorial and flagpole at Oakland Cemetery. The President declared the motion passed.**

**Upon motion of Pervis Brown and second of Keith Grohe, the commission voted to accept a donation in the amount of \$250 from John Soisson, Ewell & Associates, Inc. for the 2012 Firefighter Combat Challenge. The President declared the motion passed.**

Nicole Ard provided a report outlining **weed and housing violations which have been brought into compliance without using the court system.**

Nicole Ard **congratulated Jane Cullen on her promotion to project engineer** with the City of Sandusky.

Nicole Ard said the **boat ramp is now open for the season** and there is interest from an outside party to operate concessions at the facility and a proposal will hopefully be shared in the near future with the city commission.

Nicole Ard confirmed the **tire recycling event** is Saturday, April 28 from 9 a.m. – 1 p.m. at city hall. The **Go Green Arbor Day activities** will be held on Saturday at the city greenhouse. The **free yard waste drop-off** for city residents will be held on Saturday from 8 a.m. – 5 p.m. and on Sunday from 10 a.m. – 5 p.m.

Nicole Ard congratulated the city's staff for receiving a **Tree City USA Award** this year.

Nicole Ard said Tom Whitted has not yet left his employment with the City of Sandusky and work is being done to **finalize the arrangements to permanently utilize his IT equipment to tape the commission meetings and to provide public service announcements on the television and website. The cost is approximately \$3,500 and would include the video equipment and equipment to burn a DVD. Upon motion of Wesley Poole and second of Pervis Brown, the commission voted to purchase this equipment for \$3,500. Roll call on the motion: Yeas: Julie Farrar, Pervis Brown, John Hamilton, Wesley Poole, Keith Grohe and Jeff Smith, 6. The President declared the motion passed.**

Nicole Ard said positive **comments have been received from ODOT officials concerning the city's engineering staff while partnering to construct the west end overpass project.**

#### **OLD BUSINESS**

Julie Farrar asked if there was a status update regarding the **west side flooding** and access to the properties on Venice Heights Boulevard. Todd Roth said the survey work was done for the easement and the paperwork is being drawn up with a goal toward summertime construction.

Nicole Ard asked the commission to consider holding a **follow-up strategic planning session** on Monday, May 7. **Upon motion of Wesley Poole and second of Jeff Smith, the commission voted to hold a follow-up strategic planning session on Monday, May 7 beginning at 5 p.m.**

*Discussion:* Julie Farrar said she will be out of town on May 7 and unable to attend.

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

Pervis Brown said the **police chief selection committee** met recently and requested approval to spend approximately \$10,000 to advertise the position nationally via print and internet for the Columbus Dispatch, Toledo Blade, Cleveland Plain Dealer, Cincinnati Enquirer, Sandusky Register, ICMA, Ohio Association of Chiefs of Police, Discover Policing, [www.Monster.com](http://www.Monster.com), [www.careerbuilders.com](http://www.careerbuilders.com), [www.Cleveland.com](http://www.Cleveland.com), [www.Cincinnati.com](http://www.Cincinnati.com) and additional Ohio links.

**Upon motion of Jeff Smith and second of Julie Farrar, the commission voted to approve an expenditure of up to \$10,000 to advertise for the position of police chief.**

*Discussion:* Wesley Poole asked for background as to what is normally spent and what other expenses are expected; he recalls the city spent approximately \$17,000 for the city manager's position. Julie Farrar said this includes advertising with the ICMA and a hefty amount was spent advertising during the search for city manager. Hank Solowiej said he spoke to Pervis Brown and there will be expenses for advertising and the amount seems reasonable based upon the contacts. John Hamilton said this seems like a lot, but money goes fast once advertisements begin to be placed.

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

#### **NEW BUSINESS**

Keith Grohe asked if the **activities at DJ's Bar have come to any conclusion or if there are remedies to curtail them.** Jim Lang said it is not the time to discuss this, but there is a plan in place.

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

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

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

Michael Green, Sr., 1621 South Larchmont Drive, said he has an **issue with the sewer system on South Larchmont Drive as his basement flooded with sewer water** in January. Michael Green said Franklin Sanitation ran a snake through the lines and determined the city's line coming into the house was blocked. City personnel came to the house and located three main manholes, one of which was bone dry. Franklin Sanitation relieved the manhole and placed a jet in to relieve the pressure and stop the flooding. Michael Green said he spoke with Todd Roth and received a letter from the city's insurance company denying compensation for damage done to his basement. Michael Green said work has been done in the basement and his homeowners' insurance paid \$5,200, but the city does not feel responsible to compensate him for the remainder of his costs. This has been an ongoing problem which

the city knew about, but never did anything about, and he would like the city to be fair with him. John Hamilton said the city will look into this and get back with Michael Green.

Tim Schwanger, 362 Sheffield Way, said \$30,000 was saved on the Lions Park project and asked where this money goes (contingency funds for Lions Park?) as the city is looking to put more money into the project through CDBG funding. Todd Roth said this is a running tab and the money is not shifted. There could be additional change orders and the money stays where it is for now until it is complete. If not all of the money is spent, it will be reallocated to other projects.

Sharon Johnson, 1139 Fifth Street, said the item regarding Lions Park is actually the second change order (Item #5). Nicole Ard said there is a description in the memorandum about both change orders and this is indeed the second change order. Sharon Johnson said the second change order for CDBG is \$8,512 which is additional money and asked where it comes from. Todd Roth said this is a running tab and the money from the first change order must be used to reduce the total. Sharon Johnson asked if the developer for the Keller Building is still on board and Don Icsman said the city is still working with him (Thomas Fortin). Sharon Johnson asked about the chimney stack at the Keller Building and Todd Roth said he has not submitted anything to the city commission yet. There is an interested developer and he does not want to encourage development while saying something different. Todd Roth said people are still able to move around on Shoreline Drive and safety vehicles can access the area; people need to be patient.

Darlene Armour, 1007 Wayne Street, said she follows the summarization of the city commission meetings in the newspaper and on cable television, but some of the responses given cannot be heard through the microphones. Darlene Armour receives numerous newsletters from local agencies via U.S. mail and would like the city to prepare newsletters again. Darlene Armour asked the city to consider placing a four-way stop at Wayne and Neil Streets for safety of the neighborhood children. There was a flashing light removed several years ago from this intersection. Darlene Armour said she hopes when fruits and vegetables come into harvest in the community gardens, they can be used by all.

Timothy Work, 517 42<sup>nd</sup> Street, said he was appreciative of the police department listening to his recent concerns about bicyclists traveling on streets at night and enforcing their use of lights. Timothy Work asked if the city will research the feasibility of utilizing Adams Junior High School for a city hall building. He asked for an update regarding abandoned building legislation and Paul Ricci said since passage of the new legislation, addresses are being validated and a list has been updated. Information will be posted on the city's website in the near future as well. Timothy Work said at the North Market in Columbus, Ohio, parking fees are waived when patrons make purchases and would be a good option for Sandusky.

Fred Farris, 1114 C Street, asked what type of educational services will be provided by WSOS (Item #6) and Carrie Handy said they provide homebuyer counseling, financial fitness counseling and foreclosure prevention counseling.

**John Hamilton announced a recess of the regular session at 6:45 p.m. Two executive sessions were held beginning at 7 p.m. Upon motion of Wesley Poole and second of Jeff Smith, the commission voted to adjourn the meeting at 7:40 p.m. The President declared the motion passed.**

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Kelly L. Kresser  
Clerk of the City Commission

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John F. Hamilton  
President of the City Commission