

John Hamilton called the meeting to order at 5 p.m. after a moment of silence for Karleen Wieber of the Wightman Wieber Foundation, the **Invocation**, given by Diedre Cole, and the **Pledge of Allegiance**.

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

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

John Hamilton welcomed **the Boy Scout troops - Pack 7 - who are working toward their Citizenship Award**.

John Hamilton said **Karleen Wieber was a founder of the Wightman Wieber Foundation after her daughter was killed in a train accident**. The Wightman Wieber Foundation has done a lot for the city and is the sponsor of the annual Kidsfest event; they help to take care of Wightman Wieber Park and have helped a lot of high schools and the community. This is a bad loss and hopefully the foundation will continue to help the community.

John Hamilton **congratulated and thanked John Hildebrandt who is retiring from Cedar Point after many decades of service to the park and the city**.

Upon motion of Diedre Cole and second of Wesley Poole, the commission voted to place flags on city property at half staff in memory of Karleen Wieber of the Wightman Wieber Foundation, as customary practice, who died October 27.

Discussion: Diedre Cole said this is within the U.S. Flag Code and the city normally does this for city employees. Kelly Kresser said the city's policy allows flags to be lowered through the date of the funeral.

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

Upon motion of Keith Grohe and second of Pervis Brown, the commission voted to approve the minutes of the October 15 and October 17 city commission meetings and suspend the oral reading. The President declared the motion passed.

AUDIENCE PARTICIPATION (*agenda items only*)

None.

PROCLAMATIONS

Jeff Smith read a Proclamation honoring the **238th birthday of the U.S. Marine Corps and declaring November 10 as a day to recognize this birthday and declaring the period from November 10 through November 16 as U.S. Marine Week in the City of Sandusky**.

CURRENT BUSINESS

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

ITEM #1 – Submitted by Amanda Meyers, Paralegal

SALE OF PROPERTY THROUGH LAND REUTILIZATION PROGRAM LOCATED ON THE NORTH SIDE OF WEST MARKET STREET

Budgetary Information: The cost associated with this purchase and sale agreement is the total amount of the title examination, deed preparation and recording fees charged in the normal course of the purchase and sale transaction. The city will recoup the cost of the expenses from the nonrefundable earnest money deposit of one hundred and ninety dollars (\$190) required to be paid by the purchaser. The sale of this nonproductive land will enhance the surrounding neighborhood and help to stabilize property values currently by responsibly maintaining open green space, and in the future with possible

business expansion. The taxing districts will once again begin collecting real property taxes in the amount of eighty four dollars and eighty six cents (\$84.86) per year.

ORDINANCE NO. 13-112: It is requested an ordinance be passed **declaring that certain real property owned by the city as part of the land reutilization program identified as Parcel #59-00188.000, located on the north side of West Market Street, Sandusky, is no longer needed for any municipal purpose and authorizing the execution of a purchase and sale agreement with respect to that real property;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

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

ITEM #2 – Submitted by Amanda Meyers, Paralegal

APPROVING AND ACCEPTING PROPERTY FOR ACQUISITION INTO THE LAND REUTILIZATION PROGRAM LOCATED AT 124 HOMESTEAD STREET

Budgetary Information: The cost of this acquisition includes only the administrative staff time necessary for acquisition and recording fees, but upon sale the purchaser(s) shall be required to pay these costs and the city will recoup them. The demolition of the structure will be paid with city nuisance removal funds, some of which will be recouped by the city upon sale. The taxing districts will not collect the delinquent taxes, assessments, penalties and interest currently due and owing in the amount of \$11,405.58 whether the city accepts the property or not. However, it is presumed that the city will be maintaining the property in the event of forfeiture to the State of Ohio, in which case the property will be exempt from taxation and the city will not be able to assess the property for the costs of mowing and maintenance. By returning this abandoned nonproductive land to tax producing status, the taxing districts will begin collecting approximately \$272.96 yearly in real estate taxes.

RESOLUTION NO. 041-13R: It is requested a resolution be passed **approving and accepting certain real property for acquisition into the land reutilization program;** and declaring that this resolution shall take immediate effect in accordance with Section 14 of the city charter.

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

ITEM #3 – Submitted by John Orzech, Police Chief

APPROVING SUBMISSION OF GRANT APPLICATION FOR PURCHASE OF 16 NEW X26P TASERS

Budgetary Information: The total cost for a new X26P Taser is \$1,168.34 and the total cost for sixteen is \$18,693.44. The grant, if awarded, covers \$16,824.10 (90%) of the proposed expenditure and the required matching share of \$1,869.34 (10%) will be paid with funds from the police department's 2014 proposed budget.

RESOLUTION NO. 042-13R: It is requested a resolution be passed **approving the submission of a grant application to the Ohio Office of Criminal Justice Services for funding through the FY2013 Edward Byrne Memorial Justice Assistance Grant program for law enforcement for the Sandusky Police Department;** and declaring that this resolution shall take immediate effect in accordance with Section 14 of the city charter.

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

ITEM #4 – Submitted by John Orzech, Police Chief

PURCHASE OF ONE 2014 CHEVY IMPALA POLICE SPECIAL VEHICLE

Budgetary Information: The cost for the vehicle is \$21,112 which will be paid for with capital improvement funds.

ORDINANCE NO. 13-113: It is requested an ordinance be passed **authorizing and directing the city manager to purchase one 2014 Chevy Impala police special vehicle through the State of Ohio**

cooperative purchasing program from Taylor Chevrolet of Lancaster, Ohio; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Julie Farrar and second of Pervis Brown, the commission voted to approve this ordinance.

Discussion: Wesley Poole asked how old the current vehicle is and why the replacement is needed. John Orzech said when the police department applied for the other cruisers in May, there was a need for five or six new cruisers because the Chevy Impalas will no longer be available as cruisers any longer. The other equipment is \$3,000 - \$4,000 and they are trying to replace these vehicles and get the equipment inside. John Orzech said he also consulted with Hank Solowiej and he supports one cruiser in addition to what has already been purchased.

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

ITEM #5 – Submitted by Paul E. Ricci

AMENDMENT TO CONSULTING CONTRACT WITH SCOTT J. MULARONI

Budgetary Information: Mr. Mularoni will continue to be paid at the rate of \$55 per hour for work performed up to an additional amount not to exceed \$4,800. The cost of this contract will be paid with the building division operating budget. The Plan Review expense will be paid by the collection of plan review fees by the department of planning, engineering and development.

ORDINANCE NO. 13-114: It is requested an ordinance be passed **authorizing and directing the city manager to enter into an amendment to the agreement for services of consultant Scott J. Mularoni for CY 2013;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

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

ITEM #6 – Submitted by Victoria Kurt, Recreation Program Supervisor

APPROVING 2014 GOLF FEES AT MILLS CREEK GOLF COURSE

Budgetary Information: The current fee schedule will not negatively impact the general fund. It is the desire of these fees to continue to increase the overall usage of the course through memberships, punch cards and daily paid rounds while maintaining operations of the course. We will still strive to be the area's lowest priced golf course while still providing a quality experience to our golfers attracting both locals and visitors.

ORDINANCE NO. 13-115: It is requested an ordinance be passed **approving the fee schedule for the Mills Creek Golf Course established by the city manager pursuant to Section 973.02 of the codified ordinances of the City of Sandusky;** 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, Keith Grohe, Jeff Smith, Julie Farrar, Pervis Brown & John Hamilton, 6. Nays: Diedre Cole, 1. Roll call on the ordinance: Yeas: Wesley Poole, Keith Grohe, Jeff Smith, Julie Farrar, Pervis Brown & John Hamilton, 6. Nays: Diedre Cole, 1. The President declared the ordinance passed.

CITY MANAGER'S REPORT

Nicole Ard expressed **condolences to the family of Karleen Wieber** of the Wightman Wieber Foundation and expressed her appreciation for all she did for the community.

Upon motion of Keith Grohe and second of Jeff Smith, the commission voted to accept a donation from Tina Valli Billman in the amount of \$150 for the green fund. The President declared the motion passed.

Upon motion of Keith Grohe and second of Julie Farrar, the commission voted to accept a donation from Dr. William Semans in the amount of \$50 for the green fund and in memory of Mrs. Ellen Amstutz.

Nicole Ard said on behalf of **the Erie County Sheriff's Office, they are requesting information from local businesses so in the event of an emergency, they have contact information** for a representative who may be able to gain access to the buildings. Business representatives may contact Kim Johnson at the Erie County Sheriff's Department.

Nicole Ard said a new **requirement for police department professionals is for professional training in 2014**. John Orzech said this should not be a problem for members of the department and will include training for crimes against families and the city should be able to take advantage of a training offer through the Ohio Attorney General office. Nicole Ard said she appreciates John Orzech and Sgt. Ron Snyder for taking care of these matters.

Upon motion of Julie Farrar and second of Jeff Smith, the commission voted to allow the police chief to apply for a grant through the National Rifle Association in the amount of \$30,000.

Discussion: Nicole Ard said a memorandum was provided by John Orzech regarding **a potential grant application to the National Rifle Association** and due October 31. John Orzech said the city has researched putting a building at the city's firing range. Currently all of the Erie County agencies, along with the U.S. Coast Guard, Marine Patrol and Border Patrol, are using the range. In the past, there have been a number of state and federal agencies such as the Erie County Regional Swat Team which utilize the facility. The facility would be used to store equipment along with providing a classroom setting for training purposes. One of the Citizens Academy contacts mentioned this grant is available through the National Rifle Association which could be utilized for this purpose, but the deadline is October 31. Part of this would be for storage and part for public trainings concerning firearm safety as there is a public education training component of the grant. Diedre Cole said she is aware this facility is shared with other local law enforcement agencies and asked what the level of commitment is with resources provided by other agencies to support the facility. John Orzech said they assist in the clean up and in these types of situations, it is an opportunity for everyone to have a close location/facility. John Hamilton asked if this includes a pistol range or if this is a 100 – 300 yard range and John Orzech said they could get at least 150. Welsey Poole said he supports applying for this grant and would appreciate it if the police chief would work with the engineer about what the building will look like and to make it relatively secure without being watched.

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

Nicole Ard said **Officer Scott Dahlgren has been accepted into the 2014 State Patrol Leadership Academy.**

Nicole Ard said **Tim Meade will be retiring in the near future** and is currently employed in the water department (he previously served as a police dispatcher for many years).

Nicole Ard said **restrooms at park facilities will be closed for the winter season starting this week.**

Nicole Ard said the **Lions Park pathway should be complete by next week**, weather permitting. Motorists are encouraged to continue using Winnebago Avenue for park access.

Nicole Ard said the most recent **FEMA flood insurance rate map** is now available. The flood insurance rate study for Erie County is available on the FEMA website and the city can also provide a phone contact number. There is a 90-day period to appeal and Jane Cullen is Sandusky's flood plain administrator.

Nicole Ard said **sewer repairs began today on Monroe Street** and it will be closed between Olds and Broadway Streets on October 28 and 29.

Nicole Ard thanked **the staff at Oakland Cemetery for planting over 40 trees.**

Nicole Ard said the **Boy With the Boot statue from Washington Park is on loan** to a gentleman who is going to make a replica of the statue. The statue will return to Sandusky in the spring. A contract was

signed with James M. Havens, Sculptures, LLC, and the mayor of Wadsworth is happy about this. Nicole Ard thanked Tom Speir, Aaron Klein and Dick Gallagher for their work in making this happen.

Nicole Ard said the recent **Boo at the Bay festival at the Sandusky Bay Pavilion** was a success with over 157 children and adults participating, despite bad weather. The fire department capably dropped the pumpkins and Victoria Kurt, Recreation Program Supervisor, helped to make this event possible. Nicole Ard said there was a surplus of pumpkins because of the bad weather and these were donated to the New Day Family Resource Center; she asked that this donation be ratified by the commission as this was done between commission meetings so they would not rot.

Upon motion of Jeff Smith and second of Julie Farrar, the commission voted to ratify the donation of approximately 200 pumpkins to the New Day Family Resource Center. The President declared the motion passed.

Nicole Ard thanked **the volunteers on the Sandusky Crime Prevention Council for their recent successful Drug Summit.**

Nicole Ard **thanked staff at the juvenile correction facility, the prosecutor's office and the public defender's office for the recent tour** which was provided regarding the needs of youth.

Nicole Ard congratulated the **Community Action Commission** on their recent annual meeting and the parents who were recognized.

Nicole Ard said **trick or treat is October 30** and she thanked Cedar Point and other groups who provided this last week for area children.

OLD BUSINESS

Diedre Cole said there are two **vacancies on the Human Relations Commission** and they have business needing to be conducted this week. Diedre Cole said she received a volunteer application for the HRC from Beverly Newell Hancock and asked if any others had been received; Kelly Kresser said she did receive one additional application last week and is expecting others. John Hamilton said an application has been received from Beverly Newell Hancock and she has been a practicing attorney in Sandusky for nearly 20 years; she is a lifelong resident of Erie County and is committed to serving her community using her resources, education and experience and is interested in joining the HRC. This vacancy has been advertised. Diedre Cole said there are two vacancies and asked Naomi Twine (who was in the audience) but she (Naomi) indicated she has not had the opportunity to look at the applications. Naomi Twine said in order to have a quorum, the number of current members would be counted and a quorum would be based from this number, so it is not necessary to appoint someone today.

Upon motion of Diedre Cole and second of Keith Grohe, the commission voted to appoint Beverly Newell Hancock to the Human Relations Commission for a five year term expiring October 10, 2018. Roll call on the motion: Yeas: Diedre Cole, Wesley Poole, Keith Grohe, Jeff Smith, Julie Farrar, Pervis Brown & John Hamilton, 7. The President declared the motion passed.

NEW BUSINESS

Upon motion of Jeff Smith and second of Pervis Brown, the commission voted to officially adopt the following vision statement as the City of Sandusky's: "Provide a framework for public/private partnerships to create a safe, prosperous and economically viable community with a sense of place and pride. The city will make Sandusky the best city in America through improved services, effective stewardship and management of public dollars and infrastructure."

Discussion: Jeff Smith said last year, the commission had two strategic planning sessions where a vision statement and mission statement were developed. Community forums were held by the city manager for advice and input, but these statements were never officially adopted. Jeff Smith said he does not believe the city has ever had a vision or mission statement, only ones adopted by specific departments.

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

Upon motion of Jeff Smith and second of Pervis Brown, the commission voted to officially adopt the following mission statement as the City of Sandusky's: "To promote the City of Sandusky as the best Great Lakes Community, spotlighting our Sandusky Bay location, historic neighborhoods and architecture, fantastic events, strong business opportunities, and well maintained infrastructure, combined with our rich traditions and history, making Sandusky a desirable community to live, work, play and grow."

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

Jeff Smith asked **the commission to consider dates to schedule another work session** to continue working with the city manager on the strategic plan.

Jeff Smith said at the last commission meeting, he announced the **U.S. Marine Corps birthday celebration** will be held on Sunday, November 10 in the Sandusky Police Department. The time of this event has been changed to 12 p.m. and will include a celebration for every military branch and will also be a Veteran's Day celebration. John Hamilton said he will be celebrating Armistice Day on November 11 at 11 a.m. and he is dating himself as this is what was celebrated when he was a kid.

John Hamilton said the **Ohio Municipal League** has sent the city an invoice for 2014 dues in the amount of \$2,946.00. **Upon motion of Pervis Brown and second of John Hamilton, the commission voted to pay the 2014 dues invoice for the Ohio Municipal League. The President declared the motion passed.**

Pervis Brown asked the commission to consider thinking about **hiring an advertising firm to advertise the City of Sandusky** and focus on good things in the community. Pervis Brown said other cities and neighborhoods advertise what they are doing, how they are doing it and the beauty of their community. Sandusky has beautiful parks and Cedar Point, but we do not merchandise our city and perhaps this is some reason why some companies may come to us as we have a lot to offer. Sandusky is growing and there is beautification in our community, we are tearing down houses and improving roads. The downtown area is full of people both during the week and on the weekends and we need to advertise our city instead of just talking about it. Pervis Brown asked the city manager to see if there is a company out there that may be interested in merchandising the city. Diedre Cole said she was going to keep quiet, but while she appreciates the thoughts shared by Pervis Brown, she feels bad for folks like the Lake Erie Shores & Islands who do a tremendous job of marketing the area at a great expense as well as the Erie County Economic Development Corporation, and to say we do not market ourselves is not a fair characterization. These organizations work hard to make a positive representation of the community nationally and Cedar Point does a fabulous job of marketing Sandusky on a national level. Wesley Poole asked Pervis Brown if he would intend for this to roll into the city's strategic plan and Pervis Brown said yes, and he just wanted to open up the conversation/dialogue. The city needs to promote itself and it is nonsense to say someone else is going to promote us. Wesley Poole said he agrees the city needs to promote itself and the commission needs to decide how they are going to come to the point it is actually going to start doing it, and suggested discussing this during budget and strategic planning conversation(s). Jeff Smith said the commission recently approved him working on the creation of an Economic Advisory Board which he has been working very hard with. One of the responsibilities of this board will be marketing and hopefully at least one professional marketing person will be added to it.

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

AUDIENCE PARTICIPATION

Sharon Johnson, 1139 Fifth Street, asked for an update regarding the Sandusky Bay Pavilion (SBP) and the theft of copper which she had heard mentioned. Sharon Johnson asked if the SBP is closed, or if it is only the restrooms. Nicole Ard said there is a lot of rumor, but the park was closed after the Boo by the Bay festival because of the pumpkins being left inside the park and the city did not want them smashed or stolen. The park is open throughout the year and the restrooms are now closed at all of the parks. Nicole Ard said she believes some copper may have been stolen last year, but she only knows of a seat being smashed this year. John Orzech said he is aware of one sign and one sink being damaged this year. Officers are performing patrols and logging entries to document the dates and times. Sharon Johnson asked about the hiring of a marketing person and referenced the city's budget. Lake Erie Shores and Islands have a huge budget and they would love to do some advertising for the city and she

cannot see this kind of spending. Sharon Johnson asked if the members of the Economic Advisory Board have been chosen and Jeff Smith said he is still working on this and the ordinance will be approved first (before the members are appointed). Sharon Johnson asked if this board will abide by the Sunshine Laws and Jeff Smith said he is working on the language and he will meet with Don Icsman about it; this will not be closed to the public.

The President announced a recess of the regular session at 5:45 p.m. One executive session was held beginning at 6 p.m. Upon motion of Jeff Smith and second of Pervis Brown, the commission voted to adjourn the meeting at 6:15 p.m. The President declared the motion passed.

Kelly L. Kresser, CMC
Clerk of the City Commission

John F. Hamilton
President of the City Commission