

Dennis Murray **called the meeting to order** at 5 p.m. after **the Invocation**, given by Dick Brady, and the **Pledge of Allegiance**.

The clerk called **the roll** and the following Commissioners responded: Jeff Smith, Scott Schell, Wesley Poole, Dennis Murray, Dick Brady and Naomi Twine.

**City staff present:** John Orzech—Police Chief, Dave Degnan – Fire Chief, Aaron Klein – Engineer, Angie Byington – Chief Planner, Matt Lasko – Chief Development Officer, Arielle Blanca – Community Development Manager, Brad Link – Public Services Director, Don Rumbutis – IT Manager, Don Icsman - Law Director, Hank Solowiej – Finance Director, Eric Wobser – City Manager and Kelly Kresser – Commission Clerk.

**Upon motion of Jeff Smith and second of Scott Schell, the commission voted to excuse Julie Farrar. The President declared the motion passed.**

**Upon motion of Naomi Twine and second of Scott Schell, the commission voted to approve the minutes of the February 23, 2015, city commission meeting and suspend the oral reading. The President declared the motion passed.**

### **AUDIENCE PARTICIPATION**

None.

### **PUBLIC HEARING**

Dennis Murray opened a **Public Hearing regarding the fiscal year 2015 Community Development Block Grant program and Consolidated Plan annual update for 2015**. Angela Byington, Director of Neighborhood Development and Planning, stated this is the first of two public hearings concerning the city's 2015 CDBG program year. This is the start of the public consideration process. As an entitlement city, Sandusky directly receives a direct allocation of funds from the Department of Housing & Urban Development to carry out selected activities within the community. These eligible activities include but are not limited to: acquisition, rehabilitation, demolition, code enforcement, removal of potential barriers, economic development activities, public facility projects, infrastructure improvements and planning activities. Under the program, there are certain requirements which cannot be exceeded. In general these include a maximum of twenty percent of the allocation to be expended on administration and planning and a maximum of fifteen percent of the allocation to be expended on public services during the program year. Seventy percent of the funds must benefit low-to-moderate income persons or households. All of the funds must meet one of three national objectives which include low to moderate benefit, elimination of slum and blight and community urgent need. Sandusky anticipates an allocation of \$697,761 plus an estimated \$70,000 in program income from the economic development revolving loan fund. Since our program year does not end until June 30, we do not yet have an estimate on any anticipated carryover dollars, but this will be available at the second public hearing. Angela Byington said the following activities were budgeted in the 2014 program year which is currently underway: CDBG program administration - \$132,000, Erie County General Health District 2-1-1 - \$8,500, down payment assistance - \$5,369, Emergency home repair - \$100,000, Emergency utility assistance - \$60,000, Citizens Circle program - \$21,000, Erie County General Health District wellness program - \$10,000, Train Up A Child mentoring program and summer camp - \$14,000, Erie County General Health District community garden program - \$11,600, Public improvements - \$230,000, Park improvements - \$10,000, Code Enforcement - \$75,000 and demolition of up to five properties - \$124,000. Applications are available for subrecipient funding through 12 p.m. on March 19. A Consolidated Plan Advisory Committee meeting will be held on March 19 and is open to the public to discuss these applications. A draft of the plan will be available April 2 after which there will be a 30-day public comment period. On April 13 at 5 p.m., there will be a public hearing during the commission meeting and the annual action plan will be submitted to the Department of Housing and Urban Development on May 13. Dennis Murray said this is an incredibly important program for the city.

There being no public comments, the President declared the public hearing closed.

### **CURRENT BUSINESS**

Upon motion of Naomi Twine and second of Scott Schell, the commission voted to accept all communications. The President declared the motion passed.

**ITEM #1 – Submitted by Matthew Lasko, Chief Development Officer**

#### **SECOND READING**

#### **CREATION OF REAL ESTATE DEVELOPMENT FUND**

**Budgetary Information:** Beginning in 2015, all gross proceeds received by the city from the sale of city-owned real estate exceeding \$45,000 shall be deposited into the proposed special revenue fund designated as the Real Estate Development Fund. Beginning in 2016 and beyond, all gross proceeds received by the city from the sale of city-owned real estate shall be deposited in the same special revenue fund.

**RESOLUTION NO. 010-15R:** It is requested a resolution be passed **authorizing the finance director to establish a special revenue fund designated as the Real Estate Development Fund for the City of Sandusky, Erie County, Ohio.**

Upon motion of Jeff Smith and second of Naomi Twine the commission voted to approve this resolution.

*Discussion:* Dennis Murray said there was a rather complete discussion at the last meeting and thanked Wes Pole for bringing this to the city's attention.

**Roll call on the resolution: Yeas: Jeff Smith, Scott Schell, Wesley Poole, Dennis Murray, Dick Brady and Naomi Twine, 6. The President declared the resolution passed at second reading.**

**ITEM #2 – Submitted by Dave Degnan, Fire Chief**

#### **SECOND READING**

#### **DISPOSAL OF DRESS HATS**

**Budgetary Information:** There will be no proceeds from the donation of the 11 Class A dress hats.

**RESOLUTION NO. 011-15R:** It is requested a resolution be passed **authorizing the disposal of 11 Class A dress uniform hats as being unnecessary and unfit for city use; approving their donation to the Catawba Island Volunteer Fire Department.**

Upon motion of Naomi Twine and second of Scott Schell the commission voted to approve this resolution.

*Discussion:* Dennis Murray said this was also discussed fully at the last meeting.

**Roll call on the resolution: Yeas: Jeff Smith, Scott Schell, Wesley Poole, Dennis Murray, Dick Brady and Naomi Twine, 6. The President declared the resolution passed at second reading.**

**ITEM #3 – Submitted by Eric Wobser, City Manager**

#### **PROFESSIONAL SERVICES AGREEMENT FOR STRATEGIC PLAN & COMPREHENSIVE PLAN**

**Budgetary Information:** This project will not exceed \$99,300. The cost would come from 25% water funds, 25% sewer funds, and 50% capital funds. Included in this allocation from the general fund is a portion of grant funds received through local foundations.

**ORDINANCE NO. 15-032:** It is requested an ordinance be passed **authorizing and directing the city manager to enter into an agreement with City Architecture, Inc., of Cleveland, Ohio, for professional services for the Bicentennial Visioning process; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.**

Upon motion of Scott Schell and second of Naomi Twine the commission voted to approve this ordinance under suspension of the rules and in accordance with Section 14 of the city charter.

*Discussion:* Wesley Poole said this legislation sets aside funding for consulting services for the Charter Review Commission and said this seems like an unnecessary expenditure of funds. Eric Wobser said this was an opportunity, for the first time in a decade, to update the city's comprehensive plan as well as to create a strategic action plan or vision for the city and this was happening during the same year as the charter review process. This was looked at as an opportunity while bringing in consultants with strategic planning experience to provide a resource for the Charter Review Commission to potentially help with facilitation and to provide research at a very modest price. This brings together a strong group of citizens from the community as part of the process every five years to provide feedback on the charter and on the strategic vision for the city. We wanted to make sure as we take this opportunity to provide as much facilitation and community engagement as much as possible, and any cost for the Charter Review component is very modest. Dennis Murray asked Eric Wobser to provide a larger perspective by introducing those who will be working on this plan. The city has not updated its comprehensive plan or its strategic plan since 2004. During his interview process, Eric Wobser said he was asked to update these plans and this is the first step toward that process, and said this is an opportunity to create good momentum since the passage of Issue 8 and our new resources. We are also approaching our Bicentennial in 2018 and we can create momentum for this and other projects. The city received six proposals from different companies and four were interviewed. Eric Wobser introduced staff from City Architecture and Strategic Design Partners and invited them to speak. Alex Pesta with City Architecture said he enthusiastically looks forward to conducting the city's plan. He is not exactly sure where we will end up, but this is part of the planning process; there are no preconceived notions or ideas. City Architecture prepared a plan for the City of Huron which provides a significant investment in their city focusing on the downtown core area. There will be community research efforts made with different groups to ensure the plan is influenced and informed. Michael Graham from Strategy Design Partners said he is honored and excited to be chosen to help with this process. They will provide grassroots outreach and they will utilize people who are vested in the community who live and work here. Wesley Poole said he read the proposal and resume and is quite certain our strategic plan is in good hands and asked about the section in the contract regarding the charter review and what he would tell our citizens about this. Mike Graham said the charter review will take place regardless of the visioning, but it is great they are happening together. They hope to drive their information into the process and be utilized as a tool to look at the document and how the charter helps or hinders this vision for the city's next hundred years as they should both be connected. Eric Wobser said we know we are going to do a community survey as part of the visioning process and in order to assist members of the charter review commission as they deliberate, specifically targeted questions can be asked for them through the survey. We are getting this at a very competitive cost as a new comprehensive plan would have cost the city \$75,000 - \$100,000 by itself. Dick Brady said he agrees with this analysis and this is a wonderful opportunity to blend our charter review process together with the strategic and comprehensive plan and he is convinced our charter review members will be able to use the consultants and not the other way around. Dick Brady said he expects their success to be measured by how well they work together and he was on the last Charter Review Committee and they stumbled getting out of the blocks. Naomi Twine said she also served on the previous Charter Review Commission and believes as we move forward, having a working plan or road map with all of these things together will help the city. Scott Schell said this is a perfect storm as far as Sandusky's vision moving forward. We already have a lot of momentum and bringing in as many ideas as possible from the outside as well as fresh ideas from our newly hired consultants is an opportunity for the community. Jeff Smith said five years ago, one suggestion made by the Charter Review Commission was a pay raise for the City Commissioners and this never happened; this might be a great opportunity for other changes. Dennis Murray said this is the reason Eric Wobser was brought to this community and we now have the resources to carefully plan how we will spend the money made available by the community. We cannot take all of this Issue 8 money and spread it across the community like peanut butter and simply hope everything will get better; we need to make strategic investments and need to make sure they match each other. We need to have a long-term plan and he is appreciative of this opportunity. Dennis Murray said the consultants understand where we are as a community and understands the work before them and was particularly excited to see the amount of public input to be gathered. This plan is worthless and will sit on a shelf if the community does

not own it. Dennis Murray said he would not support this every five years during a charter review process, but believes once in a while it is a good idea to do it differently and having the ability to take a broader look at what other communities are doing is valuable. Wesley Poole said this is an opportunity for us to have a discussion and is all about priorities, but said he still does not see any relationship between what we are going to do and having an impact on the charter review. Tying a five-year plan into what is an enduring document to run this city on forever is not worth \$12,000 as this is what this amounts to. Wesley Poole said all of the dead trees on Gartland Avenue could be cut down with the money we are spending for this and he does not see any change in the outcome of the charter review process. The review by citizens is for the commissioners to receive information from the citizens and learn what they think about their document, their evaluation about how this document impacts how the city is run; paying a consultant who comes in to give input does not follow the spirit of what he thinks is the purpose of a review by the Charter Review Commission every five years. Wesley Poole said he feels very strongly this is something the citizens should do themselves and if they need guidance, it should be given to the City Commissioners as it comes back to us (them) anyway.

**Roll call on the motion: Yeas: Jeff Smith, Scott Schell, Wesley Poole, Dennis Murray, Dick Brady and Naomi Twine, 6. Roll call on the ordinance: Yeas: Jeff Smith, Scott Schell, Dennis Murray, Dick Brady and Naomi Twine, 5. Nays: Wesley Poole, 1. The President declared the ordinance passed in accordance with Section 14 of the city charter.**

**ITEM #4 – Submitted by Matt Lasko, Chief Development Officer**

**CONTRACT WITH GOODWILL – GRASS MOWING, GROUNDS CLEANING AND GRASS EDGING & TRIMMING**

**Budgetary Information:** The city will only be responsible for paying the cost of labor for Goodwill and not responsible for equipment or fuel. In consideration of the services to be performed, Goodwill will be compensated at \$22 per hour, per person, per 15-minute increments, not to exceed \$17,500 for 2015 from the special assessment fund. Proceeds from prior nuisance assessments will be used to offset this cost.

**PASSED AT FIRST READING:** It is requested an ordinance be passed **authorizing and directing the city manager to enter into a contract with Goodwill Industries of Erie, Huron, Ottawa and Sandusky Counties, Inc. for lawn care services to maintain vacant and abandoned private properties within the City of Sandusky for the calendar year 2015.**

**Upon motion of Jeff Smith and second of Naomi Twine the commission voted to approve this ordinance at first reading.**

*Discussion:* Matt Lasko said with the increase in vacant properties within the City of Sandusky, these can take on the attribution or accumulation of high grass, weeds, trash and debris. This has the effect of decreasing property values and leading to additional disinvestment throughout the city. Historically, in order to combat these issues, the city has contracted with the Goodwill Groundskeeper program for the past two years to maintain vacant lots and properties in the city. This program allows the city to be proactive and systematic in tackling these properties, and is also a great program as it provides workforce development skills for those in disadvantaged conditions, and helps them achieve personal social independence. This contract will be to address vacant & abandoned properties throughout the growing season within our Division of Code Enforcement, and getting them on a cyclical schedule throughout the rest of the year. Dennis Murray said he understands if we take care of a property, a lien is placed on it and if sold at some point, it will be collected unless it goes into the land bank program. Matt Lasko said the city is permitted to put nuisance assessments on the tax duplicate and can be recoverable by the city either by the owner paying it, or through a tax foreclosure when the property is sold. The city has historically been able to generate revenues from these assessments and this is how the upfront expenses to pay Goodwill are taken care of.

**Roll call on the ordinance: Yeas: Jeff Smith, Scott Schell, Wesley Poole, Dennis Murray, Dick Brady and Naomi Twine, 6. The President declared the ordinance passed at first reading.**

**ITEM #5 – Submitted by Matt Lasko, Chief Development Officer****AGREEMENT WITH ERIE COUNTY ECONOMIC DEVELOPMENT CORPORATION FOR CY 2015**

**Budgetary Information:** The city will provide Erie County Economic Development Corporation (ECEDC) a total of \$60,000 over the course of 2015 for services rendered and programs offered in 2014 and 2015 respectively. The \$60,000 is to be paid to ECEDC quarterly in 2015 with payments to occur on or around March 31, June 30, September 30 and December 31, 2015.

**ORDINANCE NO. 15-033:** It is requested an ordinance be passed **authorizing and directing the city manager to enter into an agreement with the Erie County Economic Development Corporation for certain economic development and marketing services for calendar year 2015;** 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 Jeff Smith the commission voted to approve this ordinance under suspension of the rules and in accordance with Section 14 of the city charter.**

*Discussion:* Matt Lasko said the city historically has contracted with ECEDC in a multi-year contract while this legislation is for a single year contract since the City of Sandusky is going through a strategic and comprehensive master planning process. ECEDC is going through this process themselves and we thought it critical to enter into a one-year partnership at this time. Matt Lasko said it was also critical to outline the services to be provided to the City of Sandusky for residents and the business community which has been missing in the past. The last couple of months, this Scope of Services agreement has been developed to more clearly know what we are receiving for our financial outlay. The agreement includes about ten very specific items including serving as the city's *Jobs Ohio* lead for businesses wishing to expand or relocate in our area so we can help to identify sights or resources. ECEDC will continue to operate the RISE and BEAR programs which have been highly successful over the last couple of years. We will work diligently to bolster the existing database on available properties and available development sites within the city by June 30 which is very critical to marketing the city and the overall region to the business community. Under this agreement, we will be able to better understand our workforce and market the labor force for outside businesses wishing to relocate within the City of Sandusky. ECEDC will help the city to be integral in marketing the region with the resources available currently, as well as the resources available through the Issue 8 money by rolling out the new economic development funding and to market the City of Sandusky to the broader region and obtain additional marketing materials. Matt Lasko said we are trying to add a layer of specificity which may have been missing in prior years to ensure accountability to the city and the taxpayers for the resources provided by ECEDC. Dick Brady thanked Matt Lasko for putting this document together and said for the last year he (Dick) has served as a member of ECEDC and there is a dramatic difference in the role a Commissioner plays on the board versus a Community Development Director. Matt Lasko will hold their feet to the fire and will be proactive rather than reactive. Dennis Murray said this agreement and the deliverables are very important to the commission and our commitment was \$30,000 last year, but somehow the city never cut the check, and we will pay for 2014 and 2015 together. Eric Wobser said Abbey Bemis, the Executive Director of ECEDC, is in the audience and available if there are questions. Abbey Bemis thanked the commissioners for their support of this legislation and said she appreciates the partnership and support of the city. This will extend that partnership and the parameters of success. Wesley Poole thanked Matt Lasko for the work he has done and is glad to see this package put together and that the city is working well with ECEDC.

**Roll call on the motion: Yeas: Jeff Smith, Scott Schell, Wesley Poole, Dennis Murray, Dick Brady and Naomi Twine, 6. Roll call on the ordinance: Yeas: Jeff Smith, Scott Schell, Wesley Poole, Dennis Murray, Dick Brady and Naomi Twine, 6. The President declared the ordinance passed in accordance with Section 14 of the city charter.**

**ITEM #6 – Submitted by Aaron Klein, P.E.****METROPOLITAN PLANNING ORGANIZATION APPLICATION FOR RESERVOIR PROJECT**

**Budgetary Information:** The construction estimate will be determined after the planning process is underway. However, the preliminary estimate for the total project is \$300,000. This cost would be divided accordingly: \$75,000 from Issue 8 funds, \$75,000 from private sources

and \$150,000 from the MPO via this reservoir project process. The MPO will fund 80% of the eligible costs on the eligible roadways which means that \$187,500 must be within these eligible roadways. MPO funding is an opportunity for the city to use \$75,000 in Issue 8 marketing and economic development funding to leverage \$225,000 from outside sources.

**RESOLUTION NO. 012-15R**: 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 comprehensive signage and wayfinding 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 Scott Schell and second of Jeff Smith the commission voted to approve this resolution under suspension of the rules and in accordance with Section 14 of the city charter.**

*Discussion:* Dick Brady said he will refrain from voting or discussing this issue as he is the principle owner of a sign company which participated in a study with this project. Eric Wobser said this is an opportunity to utilize funds carried over from previous projects; the MPO has made the decision to spend these funds down on a year-by-year basis with encouragement from ODOT and this is an opportunity to potentially fund smaller projects. The concept of wayfinding signage has come up from time to time but because of a lack of resources, we have not been able to do this project. This is critical in directing people to where they are going as well as economic activity and wayfinding professionals have said the City of Sandusky is a textbook example of a need for this type of signage. Aaron Klein said the MPO has funding left over; the city receives approximately \$900,000 in funds each year. The idea of a reservoir project is something very common and has been for a number of years, but it is new to the MPO. These monies will come from the transportation alternatives fund and the total application is \$300,000 while we are requesting \$150,000 from the MPO for wayfinding signage. \$75,000 will come from Issue 8 dollars and \$75,000 will be through private industry commitments. During this process, applications are reviewed by a project committee and it is critical to go after these dollars for such an important investment in the city. Dennis Murray said this is long overdue for the city and the Masons who designed the streets must have had a sense of humor. We have a lot of visitors to the community and it would be great to have a traffic jam in the city. Recently, Dennis Murray said he traveled to Ohio City and the wayfinding signage there was very helpful.

**Roll call on the motion: Yeas: Jeff Smith, Scott Schell, Wesley Poole, Dennis Murray and Naomi Twine, 5. Abstain: Dick Brady, 1. Roll call on the resolution: Yeas: Jeff Smith, Scott Schell, Wesley Poole, Dennis Murray and Naomi Twine, 5. Abstain: Dick Brady, 1. The President declared the resolution passed in accordance with Section 14 of the city charter.**

**ITEM #7 – Submitted by Aaron Klein, P.E.**

#### **2015 YARD WASTE COLLECTION SERVICES**

**Budgetary Information:** Based on service for a one day per week pickup at \$10.50 per home, per month, and a contract for nine months, the estimated amount for the 2015 yard waste collection service is \$60,763.50 based on last year's figure of 643 customers. This amount is subject to change due to additions and deletions of customers to the program. The cost of the service will be charged back to the customers in addition to a charge of \$.50 per month for administrative costs.

**ORDINANCE NO. 15-034:** It is requested an ordinance be passed **authorizing and directing the city manager to enter into a one year contract extension with Republic Services of Sandusky, Ohio, for yard waste collection service in calendar year 2015 which is available for the period of April 1, 2015 through December 31, 2015;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

**Upon motion of Naomi Twine and second of Jeff Smith the commission voted to approve this ordinance under suspension of the rules and in accordance with Section 14 of the city charter.**



*Discussion:* Dennis Murray said this is an extension of a contract for yard waste and is paid directly by the resident/customer.

**Roll call on the motion: Yeas: Jeff Smith, Scott Schell, Wesley Poole, Dennis Murray, Dick Brady and Naomi Twine, 6. Roll call on the ordinance: Yeas: Jeff Smith, Scott Schell, Wesley Poole, Dennis Murray, Dick Brady and Naomi Twine, 6. The President declared the ordinance passed in accordance with Section 14 of the city charter.**

**ITEM #8 – Submitted by Jane Cullen, P.E.**

**AWARD OF CONTRACT FOR WARREN STREET IMPROVEMENT PROJECT**

**Budgetary Information:** The cost of the project based on bids, including engineering, inspection, advertising and miscellaneous costs is \$365,685.71 to be paid with capital funds in the amount of \$47,115.71, sewer funds in the amount of \$105,668 and community development block grant funds in the amount of \$212,902.

**ORDINANCE NO. 15-035:** It is requested an ordinance be passed **authorizing and directing the city manager to enter into a contract with Ed Burdue & Company, LLC, of Sandusky, Ohio, for the Warren Street improvement 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 Wesley Poole the commission voted to approve this ordinance under suspension of the rules and in accordance with Section 14 of the city charter.**

*Discussion:* Dick Brady asked the start date for this project and noted our good fortune on how dramatically this project came in financially for the city. Aaron Klein said this will commence immediately after the preconstruction meeting and the completion date is July 31. This is one block of Warren Street from Washington to Market Streets and there will also be some work on Market Street where it intersects with Perry Street. The engineer's estimate was approximately \$457,000 and the bids came in \$125,000 under this amount. There will be a savings from the sewer, capital and CDBG funding. Dennis Murray said this was the match for the Sandusky Cabinets demolition project, but it is more than that. It is hard to imagine how this will restructure a main entrance into the city and it will be a dramatic boulevard and a great shot in the arm for this neighborhood. This will serve as a template for completing other drawings. Aaron Klein said he is excited about this project and is excited to hear feedback from the residents. There will be curbs on each side and a rain garden and a bike path and hopefully people will see the benefit and advantage to this neighborhood because of the project. Eric Wobser said the existing Comprehensive Plan recommended improvements to Warren Street south of this area, which is an unimproved railway, and we see this as a first step to getting this done.

**Roll call on the motion: Yeas: Jeff Smith, Scott Schell, Wesley Poole, Dennis Murray, Dick Brady and Naomi Twine, 6. Roll call on the ordinance: Yeas: Jeff Smith, Scott Schell, Wesley Poole, Dennis Murray, Dick Brady and Naomi Twine, 6. The President declared the ordinance passed in accordance with Section 14 of the city charter.**

**ITEM #9 – Submitted by Brad Link, Public Service Director**

**REFUSE/RECYCLING COLLECTION FOR CITY PROPERTY**

**Budgetary Information:** The cost of refuse and recycling pickup and disposal is paid through the general fund, recreation fund and water fund based on the usage (number of pickups per week and the container size). It is recommended the city enter into a two-year agreement for a total not to exceed \$70,999.25.

**March 1, 2015 - February 29, 2016** November 1 – April 14: **\$2,400 per month** (5.5 months)  
April 15 – October 31: **\$3,350 per month** (6.5 months)

YEAR ONE TOTAL: **\$34,975.00**

**March 1, 2016 – February 28, 2017** November 1 – April 14: **\$2,472 per month** (5.5 months)  
April 15 – October 31: **\$3,450.50 per month** (6.5 months)

YEAR TWO TOTAL: **\$36,024.25**

**ORDINANCE NO. 15-036:** It is requested an ordinance be passed **authorizing and directing the city manager to enter into a contract with Republic Services of Sandusky, Ohio, for**

**refuse/recycling collection on city property for the period of March 1, 2015 through February 28, 2017;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

**Upon motion of Dick Brady and second of Naomi Twine the commission voted to approve this ordinance under suspension of the rules and in accordance with Section 14 of the city charter.**

*Discussion:* Dick Brady asked Brad Link to provide an overview of this item as he was responsible for negotiating this contract in a market with seriously declining vendors. Brad Link said a request for proposals was issued at the end of 2014 as well as at the beginning of 2015, but the city did not receive any bids. The city asked Republic Services to meet and negotiated the number to \$70,999.25 for this two-year agreement. Dick Brady said what is significant is at the end of two years, we will be paying essentially the same amount of money we paid for five years prior and it is almost unheard of to negotiate this kind of a number with only one person to negotiate with. Eric Wobser said we had been working with a month-to-month contract for no less than \$5,000 per month with Republic which would have cost us \$60,000 annually as opposed to paying more. Many of these haulers are accustomed to picking up yard waste at the curbside, but not to go into city parks and empty trash containers. Brad Link showed a lot of ingenuity and the grounds maintenance crews will take containers from the middle of the park to the curb and this was a smart and creative way to save the city money.

**Roll call on the motion: Yeas: Jeff Smith, Scott Schell, Wesley Poole, Dennis Murray, Dick Brady and Naomi Twine, 6. Roll call on the ordinance: Yeas: Jeff Smith, Scott Schell, Wesley Poole, Dennis Murray, Dick Brady and Naomi Twine, 6. The President declared the ordinance passed in accordance with Section 14 of the city charter.**

**ITEM #10 – Submitted by Jane Cullen, P.E.**

**WASTE WATER TREATMENT PLANT BAR SCREEN REHABILITATION PROJECT**

**Budgetary Information:** The cost of the project based on bids, including engineering, inspection, advertising and miscellaneous costs is \$437,448 to be funded by the sewer fund with partial reimbursement from Erie County per the sewer services agreement that is currently being negotiated.

**ORDINANCE NO. 15-037:** It is requested an ordinance be passed **authorizing and directing the city manager to enter into a contract with North Bay Construction, Inc. of Westlake, Ohio, for the waste water treatment plant bar screen rehabilitation project;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

**Upon motion of Naomi Twine and second of Scott Schell the commission voted to approve this ordinance under suspension of the rules and in accordance with Section 14 of the city charter.**

*Discussion:* Aaron Klein said this is to repair the bar screen at the beginning of the Waste Water Treatment plant which is over ten years old. We are making sure we overhaul these screens before they can cause problems.

**Roll call on the motion: Yeas: Jeff Smith, Scott Schell, Wesley Poole, Dennis Murray, Dick Brady and Naomi Twine, 6. Roll call on the ordinance: Yeas: Jeff Smith, Scott Schell, Wesley Poole, Dennis Murray, Dick Brady and Naomi Twine, 6. The President declared the ordinance passed in accordance with Section 14 of the city charter.**

**ITEM #11 – Submitted by Aaron Klein, P.E.**

**WEST WATER STREET ENCROACHMENT**

**Budgetary Information:** There is no budgetary impact with this item.

**PASSED AT FIRST READING:** It is requested an ordinance be passed **authorizing the city manager to enter into a license agreement with David R. Bier and Dawson E. Foster to provide for the use of a certain portion of the city's rights-of-way located at 306 West Water Street and as described in the grant of a license for encroachment, a copy of which is attached to this ordinance, marked Exhibit 1 and incorporated herein.**



**Upon motion of Jeff Smith and second of Scott Schell the commission voted to approve this ordinance under suspension of the rules and in accordance with Section 14 of the city charter.**

*Discussion:* Dennis Murray said this is for placement of a handicapped ramp at the former Club X location. Aaron Klein said this is for the Water Street Tavern location and for a handicapped ramp along the front of the building. Wesley Poole said essentially, this will be under new ownership, and the business is being renovated for a new addition to downtown. Part of improving this property is the handicapped ramp; this is a significant improvement in the downtown and we are glad to see it.

**Roll call on the ordinance: Yeas: Jeff Smith, Scott Schell, Wesley Poole, Dennis Murray, Dick Brady and Naomi Twine, 6. The President declared the ordinance passed at first reading.**

**ITEM #12 – Submitted by Aaron Klein, P.E.**

**DUMPING OF SOLIDS FROM WASTE WATER TREATMENT PLANT**

**Budgetary Information:** The estimated cost of disposal by the Waste Water Treatment plant at the Erie County Sanitary Landfill for 2015 shall not exceed \$143,400 which will be paid out of sewer funds.

**ORDINANCE NO. 15-038:** It is requested an ordinance be passed **appropriating funds and approving payments to be made for the dumping of Class B Biosolids (a.k.a. sludge cake) and other dewatered and compressed solids from the Waste Water Treatment Plant at the Erie County Sanitary Landfill for calendar year 2015;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

**Upon motion of Naomi Twine and second of Wesley Poole the commission voted to approve this ordinance under suspension of the rules and in accordance with Section 14 of the city charter.**

*Discussion:* Dennis Murray said when waste water is treated, the solids are separated and we must get rid of them. This includes grease, solids, stones and other debris which need to be removed through the process. There is also debris from cleaning the sanitary and storm sewers which gets dewatered. The Erie County Landfill has requirements for the debris to go to specific locations. Dick Brady asked if this is for tipping fees or freight and Aaron Klein said city personnel will be hauling this with city vehicles and the cost is for tipping fees. Dennis Murray said he recalls the city used to sell this material and assumes the EPA no longer permits this; Aaron Klein said he would have to look into this. Dennis Murray said he believes this used to be sold and placed on frozen ground. Aaron Klein said there are uses for sludge cake but there are other materials in this and there is a difference if they are combined or kept separate at the plant. Wesley Poole said he recalls the city used to haul this material to Old Railroad; Brad Link said the city used to utilize Maple View Farms which purchased and reused the sludge.

**Roll call on the motion: Yeas: Jeff Smith, Scott Schell, Wesley Poole, Dennis Murray, Dick Brady and Naomi Twine, 6. Roll call on the ordinance: Yeas: Jeff Smith, Scott Schell, Wesley Poole, Dennis Murray, Dick Brady and Naomi Twine, 6. The President declared the ordinance passed in accordance with Section 14 of the city charter.**

**ITEM #13 – Submitted by Aaron Klein, P.E.**

**TRAFFIC SIGNAL AT COLUMBUS AVENUE & PARISH STREET**

**Budgetary Information:** The engineer's estimate for the total project cost including engineering, inspection, advertising and other miscellaneous expenses is \$50,875. The project costs will be funded with capital funds.

**PASSED AT FIRST READING:** It is requested a resolution be passed **declaring the necessity for the city to proceed with the proposed Columbus Avenue and Parish Street signal, pole and foundation replacement project;** approving the specifications and engineer's estimate of cost thereof; and directing the city manager to advertise for and receive bids in relation thereto.

**Upon motion of Jeff Smith and second of Scott Schell the commission voted to approve this resolution at first reading.**

*Discussion:* Dennis Murray said there used to be a light at this intersection but it came down as the result of an accident and a rotten pole. There were problems with being able to wire it and he is glad we are able to replace this light.

**Roll call on the resolution: Yeas: Jeff Smith, Scott Schell, Wesley Poole, Dennis Murray, Dick Brady and Naomi Twine, 6. The President declared the resolution passed at first reading.**

**ITEM #14 – Submitted by Angela Byington, Director of Neighborhood Development & Planning**

**COMMUNITY HOUSING IMPACT & PRESERVATION (CHIP) PROGRAM**

**Budgetary Information:** There is no impact on the city's general fund. All projects in the program will be paid for through CHIP grant funds.

**PASSED AT FIRST READING:** It is requested a resolution be passed **authorizing and directing the city manager of the City of Sandusky, Ohio, to file an application for financial assistance from the program year 2015 Community Housing Impact and Preservation program through the Ohio Development Service Agency's Office of Community Development.**

**Upon motion of Scott Schell and second of Jeff Smith the commission voted to approve this ordinance at first reading.**

*Discussion:* Angela Byington said this is a CHIP application allowing us to administer a program for private owner rehabilitation, new construction with Habitat and a rental assistance program through the Ohio Regional Development Corporation. The application is due May 1 and we should know if we will receive these monies by September.

**Roll call on the resolution: Yeas: Jeff Smith, Scott Schell, Wesley Poole, Dennis Murray, Dick Brady and Naomi Twine, 6. The President declared the resolution passed at first reading.**

**ITEM #15 – Submitted by Victoria Kurt, Recreation Program Supervisor**

**DORN COMMUNITY PARK CONCESSION AGREEMENT FOR 2015**

**Budgetary Information:** The agreement will not result in any additional budgetary expenses. The city will benefit from the agreed upon rental fee income of \$70 per month and electric service reimbursement of \$30 per month.

**ORDINANCE NO. 15-039:** It is requested an ordinance be passed **authorizing and directing the city manager to enter into a lease agreement with Connie Weyer, d.b.a. Ma Da & Dewey for the Dorn Community Park concession area beginning March 15, 2015, through August 15, 2015;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

**Upon motion of Dick Brady and second of Wesley Poole the commission voted to approve this ordinance under suspension of the rules and in accordance with Section 14 of the city charter.**

*Discussion:* Dick Brady said this is the third year this vendor has been with us and they have been very good food with few complaints.

**Roll call on the motion: Yeas: Jeff Smith, Scott Schell, Wesley Poole, Dennis Murray, Dick Brady and Naomi Twine, 6. Roll call on the ordinance: Yeas: Jeff Smith, Scott Schell, Wesley Poole, Dennis Murray, Dick Brady and Naomi Twine, 6. The President declared the ordinance passed in accordance with Section 14 of the city charter.**

**CITY MANAGER'S REPORT**

**Upon motion of Naomi Twine and second of Scott Schell, the commission voted to accept a donation in the amount of \$656.50 for the fire department and \$656.90 for the police department from the Sandusky Eagles through their instant bingo fundraising program. The President declared the motion passed.**

**Upon motion of Scott Schell and second of Jeff Smith, the commission voted to approve allowing the Public Works Department to apply to the Great Lakes Restoration Initiative.**

*Discussion:* Eric Wobser asked for a motion to approve the city's application to the Great Lakes Restoration Initiative. These monies will be utilized for planting, maintenance and administration of city-owned trees. This was a late-breaking opportunity, and legislation will be submitted at the next meeting for formal approval.

**The President declared the motion passed.**

Eric Wobser said citizens can now sign up for the **yard waste program** in our Finance Department. Residents who signed up last year are automatically re-enrolled for this year. Residents who previously signed up but are not interested in the service are asked to sign an opt-out form in the Customer Accounting office located at 222 Meigs Street.

Eric Wobser said **several vacant positions** were advertised including two entry level positions due to transfers at Big Island Water Works, one Assistant Plant Superintendent at Big Island Water Works due to the upcoming retirement of the current Superintendent, two entry level positions in Water Distribution and one Water Treatment Plant lab technician.

Eric Wobser said the **2014 annual awards banquet** took place on March 4 for the police department, and congratulated **Officer Eric Costante for receiving the Officer of the Year award.**

**Eric Wobser said Coffee with A Cop** will take place on March 20 from 8 a.m. to 10 a.m. at the House of Donuts, 2236 Karl Ann Drive.

Eric Wobser said interviews were recently held for the position of **Community Development Manager** and after careful consideration, the city has chosen to **promote Arielle Blanca** to this position effective March 13, 2015. Arielle Blanca is a City of Sandusky employee and has worked for us since May of 2014. She most recently held the position of Assistant Planner within the Department of Community Development and holds a Bachelor's Degree in Public Affairs with a specialization in Urban Policy and Management from The Ohio State University. Eric Wobser said the city will move swiftly to post and advertise for the soon to be vacant Assistant Planner position. Arielle Blanca will be serving in both capacities beginning March 13, 2015, until a new Assistant Planner is hired. Angela Byington said she is excited to promote Arielle Blanca and she has done a great job serving in an interim capacity and has a concentration in Planning. Dennis Murray said he appreciates bringing people up in the organization while also bringing in new persons to the organization.

Eric Wobser said the Ohio Development Services Agency has chosen to rescind the award of the **Ohio Historic Preservation tax credits for the Feick Building** effective December 31, 2014. The city received a communication from the owner of the building on March 4 providing official notification of the denial of the request for an extension of the award citing the fact that the building has not yet closed on its financing nor commenced construction.

Eric Wobser said per Section 531.07 of the Codified Ordinances, no owner or occupant of real property within the City shall permit their **grass or weeds to grow above eight inches in height** and the city will soon be publishing a notice in the newspaper notifying residents of the requirements as we are approaching spring.

Eric Wobser said the **recent snow storm** combined for 125.75 hours worked (all employees) and we used 87 tons of salt. The city continues to provide an amazing response to winter storms.

Eric Wobser said **Mills Creek Golf Course** opens Monday, March 16 at 5 p.m. and potential staff members are being interviewed. We will be running an Easter special with the purchase of a

2015 season pass from March 16 through April 5, customers will receive a \$25 gift card good for any purchase during the 2015 season.

Dick Brady asked where we are with **road salt** and Brad Link said the city as used approximately 1,600 tons so far this season. Dennis Murray said we owe a debt of gratitude to County Engineer Jack Farschman for a very clever contract and the ability to purchase salt at last year's season prices. The snow and ice is now off of the streets but the winter has been tough on our streets for potholes. Brad Link said we have begun to fill multiple potholes and the plan is to do some paving projects in-house this summer to reduce some of them we maintain year after year. John Orzech said if potholes are significant and/or of concern, they can be reported to the police department for immediate repair. Dennis Murray said there is a pothole reporting link on the city's home page as well.

#### **OLD BUSINESS**

Dennis Murray said Julie Farrar asked him to report (in her absence) the appointment of Conor Whelan to the **2015 Charter Review Committee** who will replace Pervis Brown.

#### **NEW BUSINESS**

**Upon motion of Dick Brady and second of Scott Schell, the commission voted to hold one Executive Session regarding personnel, review of charter officers. Roll call on the motion: Yeas: Jeff Smith, Scott Schell, Wesley Poole, Dennis Murray, Dick Brady and Naomi Twine, 6. The President declared the motion passed.**

Dennis Murray asked for an **update regarding the recycle locations** and Brad Link said these areas were overflowing, but have been taken care of as of early this morning. Dennis Murray said there was a mix-up with FSI and Republic Services due to the business changing hands. Dick Brady said this is a good problem and it tells him citizens want to recycle and this is what our customers want. If the bins are full, he does not want to take materials back home and he does not fault them for doing this and we are reducing our carbon footprint.

#### **AUDIENCE PARTICIPATION**

Mark Norman, 1016 Third Street, said when the levy was passed in the fall, goals were set and promises were made. He had a strange experience of watching a police officer walk down Third Street recently and said Officer Eric Costante has a remarkable outlook for this city and commended Chief Orzech on following through with his promise. Mark Norman said code enforcement issues are being acted upon and we are seeing progress.

Sharon Johnson, 1139 Fifth Street, asked if Dick Brady is still the liaison to the Erie County Economic Development Corporation and Dick Brady indicated he is. Sharon Johnson asked about the position of BEAR Specialist. Abbey Bemis said this has not yet been settled, but the BEAR program will continue with or without staff in place.

Matt Morgan, 1003 West Osborne Street, said it is nice to see the commission, staff and members of the audience here as the meetings have been positive and he appreciates the information being presented. Matt Morgan said there were concerns presented by Wesley Poole tonight, yet there was civility and friendship. As a resident and a business owner, it is positive to have this level of communication on staff. Matt Morgan said a police officer stopped in his store, introduced himself and told the employee he will be patrolling the area and to let him know of concerns. This was a nice outreach and he appreciates it.

**The President announced a recess of the regular session at 6:33 p.m. At 6:39 p.m., the commission went into executive session. At 7:20 p.m., the President announced adjournment of the meeting.**

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Kelly L. Kresser, CMC  
Clerk of the City Commission

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Dennis E. Murray, Jr.  
President of the City Commission