

**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: Wesley Poole, Naomi Twine, Jeff Smith, Dennis Murray, Julie Farrar, Dick Brady and Scott Schell.

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

**Upon motion of Scott Schell and second of Julie Farrar the commission voted to approve the minutes of the December 8, 2014, city commission meeting and suspend the oral reading. The President declared the motion passed.**

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

None.

#### **PRESENTATIONS**

**Chief Dave Degnan introduced Captain Adam Butler and Lieutenant Christopher Bodle of the Sandusky Fire Department who were both recently promoted to these respective positions.** Chief Degnan said Captain Butler has been on the department for a little over twelve years and will be the EMS Coordinator; he was instrumental in the department's fire fighter survival training and it is vital for safety. Dave Degnan said Captain Butler is knowledgeable and thoughtful and has a lot to offer this city, and just last week delivered his first baby inside of an ambulance. Lt. Bodle has been on the department for a little over eight years and is also thoughtful and knowledgeable and will do very well. He is the type of person who gives a very good public image and will oversee the Explorer Program and Underground Storage Tanks in the city. Captain Butler will be on the #3 Shift at Fire Station #3 and Lieutenant Bodle will be on #2 Shift currently at Fire Station #3. Dennis Murray congratulated both of these gentlemen and said there are a lot of fine persons working on the fire department and said they exemplify what the city hopes to have in its fire fighters and said both promotions are well deserved.

#### **CURRENT BUSINESS**

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

#### **PASSED AT FIRST READING 12.8.14**

**ITEM #1 – Submitted by Jane E. Cullen, P.E.**

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

**Budgetary Information:** The engineer's estimate for the total project cost including engineering, inspection, advertising and miscellaneous expenses is \$499,455 and will be funded by the sewer fund with partial reimbursement from Erie County per the sewer services agreement.

**RESOLUTION NO. 051-14R:** It is requested a resolution be passed **declaring the necessity for the city to proceed with the proposed Waste Water Treatment Plant bar screen rehabilitation 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 Dick Brady and second of Jeff Smith the commission voted to approve this resolution at second reading.**

*Discussion:* Dennis Murray said there was good discussion about this at the last meeting.

**Roll call on the resolution: Yeas: Wesley Poole, Naomi Twine, Jeff Smith, Dennis Murray, Dick Brady, Julie Farrar and Scott Schell, 7. The President declared the resolution passed.**

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

**ACCEPTANCE OF ONE PARCEL THROUGH THE LAND REUTILIZATION PROGRAM**

**Budgetary Information:** The cost of acquisition will be approximately two hundred twenty eight dollars and fifty cents (\$228.50), which includes a title exam, title fees, recording fees and transfer fees, which will be recouped by the city upon sale. There are currently no delinquent taxes or assessments owed on the parcel.

**RESOLUTION NO. 052-14R:** It is requested a resolution be passed **approving and accepting certain real property, identified as Parcel #60-00043.049 located at 717 Walnut Ridge Lane, as a gift of deed 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 Naomi Twine and second of Wesley Poole the commission voted to approve this resolution. Roll call on the motion: Wesley Poole, Naomi Twine, Jeff Smith, Dennis Murray, Dick Brady, Julie Farrar and Scott Schell, 7. The President declared the motion passed. Roll call on the resolution: Yeas: Wesley Poole, Naomi Twine, Jeff Smith, Dennis Murray, Dick Brady, Julie Farrar and Scott Schell, 7. The President declared the resolution passed.**

**ITEM #3 – Submitted by Hank S. Solowiej, C.P.A. & Finance Director**

**AMENDMENT #2 TO 2014 GENERAL APPROPRIATIONS**

**Budgetary Information:** This action will cover anticipated expenditures through December 31, 2014. The last payroll occurs on December 26, 2014, with the final city commission meeting on December 22, 2014. The agenda deadline occurs before the final payroll costs can be determined. The amendment needs to cover final payroll and other projected costs through December 31, 2014.

**ORDINANCE NO. 14-154:** It is requested an ordinance be passed **adopting amendment #2 to Ordinance No. 14-013 passed by this city commission on February 24, 2014, making general appropriations for the fiscal year 2014;** 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 Scott Schell, the commission voted to approve this ordinance.**

*Discussion:* Hank Solowiej said this is the final budget amendment of the year and reduces accounts budgeted for earlier or have appropriations added which we may not have known about in January or February. This is a reduction of approximately \$3 million mostly related to capital projects. Dick Brady asked if this is unusual and Hank Solowiej said the numbers do change throughout the year. Dennis Murray said most of these savings were on the water and sewer side and are numbers we are going to have to get to, but some projects were not completed this year. Hank Solowiej said the 2015 annual appropriations will more than likely have these numbers once again. Dennis Murray said we are less than one percent over our anticipated revenues and just under our anticipated expenditures; Hank Solowiej affirmed this and said it looks like we will end the year with an approximate twenty five percent reserve.

**Roll call on the motion: Yeas: Wesley Poole, Naomi Twine, Jeff Smith, Dennis Murray, Dick Brady, Julie Farrar and Scott Schell, 7. The President declared the motion passed. Roll call on the ordinance: Yeas: Wesley Poole, Naomi Twine, Jeff Smith, Dennis Murray, Dick Brady, Julie Farrar and Scott Schell, 7. The President declared the ordinance passed.**

**ITEM #4 – Submitted by Hank S. Solowiej, C.P.A. & Finance Director**

**TEMPORARY APPROPRIATIONS FOR JANUARY, FEBRUARY & MARCH, 2015**

**Budgetary Information:** This action will establish a budget for operations until the annual appropriations can be approved after the second Monday in January, 2015. The city charter prohibits the city from enacting the 2015 budget before January 12, 2015.

**ORDINANCE NO. 14-155**: It is requested an ordinance be passed **to make temporary appropriations for the months of January, February and March, 2015**, 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 Naomi Twine the commission voted to approve this ordinance.**

*Discussion:* Hank Solowiej said the Ohio Revised Code gives cities the ability to adopt temporary appropriations until their annual appropriations are adopted (by March 31). This gives us the ability to pay bills until the initial budget is passed. This legislation is mostly related to debt service and operating expenses which will occur in the first few months, but is not for capital projects. Dennis Murray said according to our charter, we are not required to adopt a budget until March, but this temporary appropriation ordinance will keep the city running until that time. Dennis Murray asked if policy decisions are made by way of this document and Hank Solowiej said the budget is the one which matters.

**Roll call on the motion: Yeas: Wesley Poole, Naomi Twine, Jeff Smith, Dennis Murray, Dick Brady, Julie Farrar and Scott Schell, 7. The President declared the motion passed. Roll call on the ordinance: Yeas: Wesley Poole, Naomi Twine, Jeff Smith, Dennis Murray, Dick Brady, Julie Farrar and Scott Schell, 7. The President declared the ordinance passed.**

**ITEM #5 – Submitted by Hank S. Solowiej, C.P.A. & Finance Director**

**TRANSFER OF FUNDS TO THE PAYROLL STABILIZATION FUND**

**Budgetary Information:** The agenda deadline occurs before the amount can be determined. The resolution, along with the amount, will be available at the meeting.

**RESOLUTION NO. 053-14R**: It is requested a resolution be passed **authorizing the transfer of funds from the general fund to the payroll stabilization fund**; 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 Julie Farrar the commission voted to approve this resolution.**

*Discussion:* Dennis Murray said pursuant to the Resolution first adopted in 2010 for the payroll stabilization fund, this fund will allow transfer for payouts related to unused vacation and sick time for retiring employees. Hank Solowiej said this fund was established when a lot of baby boomers were getting ready to retire which created a large liability. At the time, communities and commissioners decided to establish policies to set aside money for when that day came and we have used these monies. Hank Solowiej said he was not certain we would be able to fund it this year based on how it was trending, but he is happy we can now transfer \$75,000 into this account. This does not completely solve the problem, but it is a long-term fix and we try to put some money into the fund every year to build up reserves so when employees do retire, it is not a huge impact to our operating budgets. Dennis Murray said one of the hidden costs of all of these employment cuts has been we have cut largely through attrition which has made our workforce older and more skilled and there are more than the usual amount of payouts anticipated. Hank Solowiej said for anyone who has worked for Sandusky their entire career, this is predictable; some, however, have worked in the public sector in other places and we may not know this as they may not be flagged as someone who is ready for retirement. Through accounting standards, there is some estimating which goes on to come up with a liability that gets onto our financial statements with age and years of service. We refresh this information to get a better idea of who stands out automatically, who is close or who is in a gray area, but we really do not always know. Hank Solowiej said he is a good example as he has ten years with the City of Sandusky, but also has ten plus other years of service from somewhere else. Dennis Murray asked if this information is in our CAFR and Hank Solowiej indicated it is approximately \$2 million of all funds and is a very broad liability. Dick Brady asked if Hank Solowiej knew the maximum amount ever in this fund and Hank Solowiej said approximately \$160,000; Dick Brady said we could lose one employee who could take \$70,000 - \$80,000 with them. Hank Solowiej said this would be wiped out with 2014 retirements and will be at approximately \$30,000 this year; this will add \$75,000. Hank Solowiej said there has been

a push by the Audit/Finance Committee to force the city to fund this every year and not get away from it as it is a good policy decision and sets the city up for success. Wesley Poole said he agrees this stabilization fund is not really the answer to the issue; the long-term solution is to schedule our employees so they are able to take time off. They are given this because it is good for them. Dennis Murray said he agrees with this philosophy although he does not think this is how the city's collective bargaining agreements are written. Don Icsman said there are some minimums which are set by the State and not take all of their vacation. Don Icsman said in lieu of this, there is a minimum the state has indicated is a benefit and cannot be denied and he believes this is two weeks. This cannot be taken away from them and it is not a "use it or lose it". Wesley Poole said he is not suggesting we take vacation away from employees, he is suggesting it is the responsibility of management and if employees are given the expectation of having vacation, there should be sufficient staff here to ensure they get/take it. Don Icsman said when staff is cut so much, there is less chance an employee (or conscientious employees) could have the opportunity or should be doing their part and they become important in their respective department. Hopefully with Eric Wobser here and hiring additional staff, people will be able to take their time off. Dennis Murray asked if there is a minimum or if someone can work 52 weeks per year. Don Icsman said there is a vacation schedule which covers contracted employees while Chapter 145 contains vacation accrual for non-represented employees. Dennis Murray asked if this means employees can take no vacation time each year and Don Icsman said they could. Naomi Twine said it has been her experience working in public administration people do not always take their vacation time due to staffing levels and, in concept, we would like people to use their vacation time, but it is not always possible.

**Roll call on the motion: Wesley Poole, Naomi Twine, Jeff Smith, Dennis Murray, Dick Brady, Julie Farrar and Scott Schell, 7. The President declared the motion passed. Roll call on the resolution: Yeas Wesley Poole, Naomi Twine, Jeff Smith, Dennis Murray, Dick Brady, Julie Farrar and Scott Schell, 7. The President declared the resolution passed.**

**ITEM #6 – Submitted by Kelly L. Kresser, CMC & Commission Clerk**

**REPLACEMENT PAGES FOR CODIFIED ORDINANCES FOR THE CITY OF SANDUSKY**

**Budgetary Information:** The cost of the revisions for the codification supplements and updating the Code on the internet will be taken from the contractual services line item in the Commission's budget (50%), sewer funds (25%), and water funds (25%). This item is appropriated each year.

**ORDINANCE NO. 14-156:** It is requested an ordinance be passed **to approve current replacement pages to the Sandusky Codified Ordinances for the period July, 2013 through December, 2014;** 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 Naomi Twine the commission voted to approve this ordinance.**

*Discussion:* Kelly Kresser said this legislation is to update code changes in our codified ordinances each year and in addition, W.H. Drane Company also makes changes according to revisions in the Ohio Revised Code and incorporates them into our codified ordinances so they are up to date. This is also done with the city's online version. Dennis Murray said the city passes a variety of ordinances, most of which do not result in changes to the codified ordinances. Don Icsman said codified ordinances mirror the state criminal and traffic codes and where costs are attributed; our local code should, in fact, be an exact duplicate of what is included in the Ohio Revised Code. When the state does something to the statutes, the city must also accurately reflect these changes.

**Roll call on the motion: Yeas: Wesley Poole, Naomi Twine, Jeff Smith, Dennis Murray, Dick Brady, Julie Farrar and Scott Schell, 7. The President declared the motion passed. Roll call on the ordinance: Yeas: Wesley Poole, Naomi Twine, Jeff Smith, Dennis Murray, Dick Brady, Julie Farrar and Scott Schell, 7. The President declared the ordinance passed.**

**ITEM #7 – Submitted by Jane E. Cullen, P.E.****CONTRACT WITH SPEER BROTHERS, INC. FOR WATER STREET REHABILITATION & PAVING PROJECT**

**Budgetary Information:** The engineer's estimate for the total project cost including engineering, inspection, advertising and miscellaneous expenses is \$1,361,128.01. The MPO will fund 80% of the eligible costs in the amount up to \$993,053.20. The Sewer Funds will cover \$33,390.25, Water Funds will cover \$33,390.24, and Community Development Block Grant Funds (CDBG) will cover \$42,680.00. The City received an Ohio Public Works Grant (OPWC) which will cover the remaining expenses in the amount of \$258,614.32.

**ORDINANCE NO. 14-157:** It is requested an ordinance be passed **authorizing and directing the city manager to enter into a contract with Speer Brothers, Inc., of Sandusky, Ohio, for the Water Street rehabilitation and paving 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 Julie Farrar the commission voted to approve this ordinance.**

*Discussion:* Dick Brady said the bid made by Speer Brothers was over \$1.2 million and this ordinance is to pay \$1.3 million and asked Aaron Klein to explain this to why it was not the actual bid. Aaron Klein said the total project, including testing, inspection and engineering oversight, is estimated at \$1.361 million where the actual construction costs is \$1.237 million. We include these costs for inspection services and the additional costs incurred will be split between the funds listed. We will minimize the cost for inspection and construction oversight with minimal involvement from different consulting firms as this will be done in-house.

**Roll call on the motion: Yeas: Wesley Poole, Naomi Twine, Jeff Smith, Dennis Murray, Dick Brady, Julie Farrar and Scott Schell, 7. The President declared the motion passed. Roll call on the ordinance: Yeas: Wesley Poole, Naomi Twine, Jeff Smith, Dennis Murray, Dick Brady, Julie Farrar and Scott Schell, 7. The President declared the ordinance passed.**

**ITEM #8 – Submitted by Jane E. Cullen, P.E.****EXPENDITURE OF ADDITIONAL FUNDS FOR PERKINS AVENUE & MILAN ROAD INTERSECTION IMPROVEMENT PROJECT**

**Budgetary Information:** The city has already issued a check to the State of Ohio in the amount of \$236,880. The balance of the cost is \$28,790 and will also be paid with water funds.

**ORDINANCE NO. 14-158:** It is requested an ordinance be passed **approving and ratifying the expenditure of additional funds in the amount of \$28,790 for the Ohio Department of Transportation's Perkins Avenue and Milan Road intersection improvement project, PID #84556;** 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.**

*Discussion:* Dick Brady said this was an item which ended up on the City Manager's report at the last meeting and it is now being presented with legislation.

**Roll call on the motion: Yeas: Wesley Poole, Naomi Twine, Jeff Smith, Dennis Murray, Dick Brady, Julie Farrar and Scott Schell, 7. The President declared the motion passed. Roll call on the ordinance: Yeas: Wesley Poole, Naomi Twine, Jeff Smith, Dennis Murray, Dick Brady, Julie Farrar and Scott Schell, 7. The President declared the ordinance passed.**

**ITEM #9 – Submitted by Jane E. Cullen, P.E.****CONTRACT WITH ERIE BLACKTOP FOR COLUMBUS AVENUE, PHASE 2, RESURFACING PROJECT**

**Budgetary Information:** The cost of the project based on bids, including engineering, inspection, advertising and miscellaneous costs is \$467,346.37. The local public authority project will be funded with Federal Highway Administration funding through the Ohio Department of Transportation and the Erie County Metropolitan Planning Organization in the amount of eighty percent of the eligible

costs in the amount of \$368,882.53. The city's share of the costs will be funded by the sewer fund in the amount of \$35,695 and Community Development Block Grant (CDBG) funds in the amount of \$62,768.85. Although the project must be awarded by February, 2015, the city cannot enter into a signed agreement until CDBG Funds are available in the 2015 – 2016 fiscal year.

**ORDINANCE NO. 14-159:** It is requested an ordinance be passed **authorizing and directing the city manager to enter into a contract with Erie Blacktop, Inc., of Sandusky, Ohio, for the Columbus Avenue, Phase 2 resurfacing project.**

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

*Discussion:* Aaron Klein said is a resurfacing project from Homestead Street to Hayes Avenue.

**Roll call on the motion: Yeas: Wesley Poole, Naomi Twine, Jeff Smith, Dennis Murray, Dick Brady, Julie Farrar and Scott Schell, 7. The President declared the motion passed. Roll call on the ordinance: Yeas: Wesley Poole, Naomi Twine, Jeff Smith, Dennis Murray, Dick Brady, Julie Farrar and Scott Schell, 7. The President declared the ordinance passed.**

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

**CHANGE ORDER #1 FOR THE CAMP STREET UNDERPASS REHABILITATION PROJECT**

**Budgetary Information:** The change order #1 will increase the contract with Schirmer Construction by \$33,720.05. The current contract amount with Schirmer Construction is \$1,774,110. The revised contract amount including Change Order #1 is \$1,807,830.05. ODOT will pay eighty percent of exploratory waterline excavation in the amount of \$1,013.12. The remaining balance for this item, as well as the capping for the existing water line, is the city's responsibility in the amount of \$32,706.93 which will be paid with water funds.

**ORDINANCE NO. 14-160:** It is requested an ordinance be passed **authorizing and directing the city manager to approve the first change order for work performed and to be performed by Schirmer Construction, LLC, of North Olmsted, Ohio, for the Camp Street underpass rehabilitation project in the amount of \$33,720.05;** 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 Scott Schell the commission voted to approve this ordinance.**

*Discussion:* Dick Brady asked Aaron Klein to describe the dynamics of this project. Aaron Klein said these underpasses were installed over one hundred years ago and when installed, the water lines were down the middle of the roadway. Documentation shows the water lines placed here, but unfortunately, they were not in the middle, they are actually 45 degrees east toward and under the sidewalk then back 45 degrees toward the centerline. This is something the Foreman in Water Distribution caught and was aware of because of his experience in the department. We are installing the force main for the storm sewer at this location and the thought was we would have to relocate the main into the centerline of the road, but there is not enough cover. We analyzed the system and since it was relocated in the 1920's or 1930's, there have been significant changes to the distribution system including the installation of the Follett Street and Mills Street water towers, looping throughout the system and various things that have made it so this section of pipe is no longer needed. Relocation would have been in the \$100,000± range with excavation and it would take a few weeks. Because of pressures and model runs, it was decided to cap it on each end at a cost of \$32,000±. Dennis Murray said this is counter intuitive as we all think of water going through a pipe from one spot to another, but this would be more like a sponge moving at very different points in the system. It is important to have loops in a water main system so it is not shut down and there are other lines and tanks in different areas so the pressure should not be affected by this. For people who live in this area, we are aware of capping it so as not to interfere with their services and access to water. Dick Brady said we are burying the burden of this entire change order. Aaron Klein said this is a change to the water line; it is not a road repair, it is a city water service and must be borne entirely by the city.

Roll call on the motion: Yeas: Wesley Poole, Naomi Twine, Jeff Smith, Dennis Murray, Dick Brady, Julie Farrar and Scott Schell, 7. The President declared the motion passed. Roll call on the ordinance: Yeas: Wesley Poole, Naomi Twine, Jeff Smith, Dennis Murray, Dick Brady, Julie Farrar and Scott Schell, 7. The President declared the ordinance passed.

**ITEM #11 – Submitted by Victoria Kurt, Recreation Program Supervisor  
RATIFICATION OF GRANT APPLICATION TO ERIE COUNTY COMMUNITY FOUNDATION**

**Budgetary Information:** There is no budgetary impact. The grant requires no matching funds from the city and will be used as partial funding for the cost of the project.

**RESOLUTION NO. 054-14R:** It is requested a resolution be passed **approving and ratifying a grant application submitted to the Erie County Community Foundation for the Community Links Internship program for the Recreation Department; authorizing the city manager to execute any required agreements;** and declaring that this resolution shall take immediate effect in accordance with Section 14 of the city charter.

**Upon motion of Julie Farrar and second of Naomi Twine the commission voted to approve this resolution.**

*Discussion:* Dennis Murray said this is a continuation of the same program we utilized this year and he has heard very good things about it.

Roll call on the motion: Yeas: Wesley Poole, Naomi Twine, Jeff Smith, Dennis Murray, Dick Brady, Julie Farrar and Scott Schell, 7. The President declared the motion passed. Roll call on the resolution: Yeas: Wesley Poole, Naomi Twine, Jeff Smith, Dennis Murray, Dick Brady, Julie Farrar and Scott Schell, 7. The President declared the resolution passed.

**ITEM #12 – Submitted by Kelly L. Kresser, CMC & Commission Clerk**

**A request has been received from the Ohio Division of Liquor Control for the transfer of D2 (*Wine and mixed beverages for on premises consumption or in original sealed containers for carryout only until 1 a.m.*), D2X (*Grandfathered Permit, Beer only for on premises consumption or in original sealed containers for carryout only until 1 a.m.*), and D3 (*Spirituos liquor for on premises consumption only until 1 a.m.*) liquor permits from Barbara L. Kersker dba Camp Street Bar to Old Camp Street Tavern LLC dba Ole Camp Street Tavern, 1040 Camp Street, Sandusky. It is requested the commission clerk notify the Ohio Division of Liquor Control the city has no objection to this request.**

**Upon motion of Julie Farrar and second of Jeff Smith, the commission voted for the commission clerk to notify the Ohio Division of Liquor Control the city has no objection to this request. Roll call on the motion: Yeas: Wesley Poole, Naomi Twine, Jeff Smith, Dennis Murray, Dick Brady, Julie Farrar and Scott Schell, 7. The President declared the motion passed.**

**ITEM #13 – Submitted by Kelly L. Kresser, CMC & Commission Clerk**

**A request has been received from the Ohio Division of Liquor Control for the transfer of D1 (*Beer only for on premises consumption or in original sealed containers for carry out only until 1 a.m.*), D2 (*Wine and mixed beverages for on premises consumption or in original sealed containers for carryout only until 1 a.m.*), D3 (*Spirituos liquor for on premises consumption only until 1 a.m.*), D3A (*Extend issued permit privileges until 2:30 a.m.*), **and D6 (*Sale of intoxicating liquor on Sunday between the hours 10 a.m. or 11 a.m. and midnight*)** liquor permits from Cabana Bob LLC dba Margaritaville to 212 Fremont LLC dba Original Margaritaville, 212 Fremont Avenue and Patios. It is requested the commission clerk notify the Ohio Division of Liquor Control the city has no objection to this request.**

**Upon motion of Scott Schell and second of Jeff Smith, the commission voted for the commission clerk to notify the Ohio Division of Liquor Control the city has no objection to this request. Roll call on the motion: Yeas: Wesley Poole, Naomi Twine, Jeff Smith, Dennis Murray, Dick Brady, Julie Farrar and Scott Schell, 7. The President declared the motion passed.**

**CITY MANAGER'S REPORT**

Upon motion of Julie Farrar and second of Jeff Smith, the commission voted to accept a donation from Brian Cockrell and Karen Sheehan in the amount of \$500 for the police department. The President declared the motion passed.

Upon motion of Naomi Twine and second of Jeff Smith, the commission voted to accept a donation in the amount of \$200 from the Biker's Memorial Fund for the police department's Clothe-A-Kid program.

**OLD BUSINESS**

Dick Brady said Erie County was fortunate enough to be awarded the **Rye Beach water intake** for use throughout the county. In an article regarding this, there was a mischaracterization about the condition of Sandusky's secondary intake and asked Aaron Klein to clarify this. Aaron Klein said Sandusky's secondary intake is not in good condition, but it is operational. The study being initiated and passed by the commission at their last meeting will allow us to analyze this along with the existing piping to the primary intake. The city used this 23 times in the winter of 2012 – 2013, and 16 times last winter season. It is imperative this be kept operational as long as possible until the use of the Rye Beach intake is decided. Dick Brady said it is also important to point out, in government, we do not have the luxury of weaning ourselves off of something or partially maintaining something. We have an obligation to maintain this at one hundred percent readiness until the moment when we stop using it. It is costly to do this, but it is an absolute necessity and to not have an operational, secondary backup would create an enormous amount of liability. Dick Brady said to imagine for a moment if the situation which developed in Toledo this summer would have happened here; if Sandusky was out of water, this would have been quite a nightmare and it is important to maintain our infrastructure right up to the moment we find another infrastructure to use.

Dennis Murray said earlier this year, legislation was passed to create the **Sandusky Bicentennial Commission** and Dr. Bill Semans was selected as Chairperson. Dr. Semans has had conversations with others about serving on this Commission and has requested the following persons be appointed to serve: Lee Alexakos, Molly Carver, Carl McGookey, Jim Miller, Geoff Oglesby and Luvada Wilson.

Upon motion of Jeff Smith and second of Julie Farrar, the commission voted to appoint **Lee Alexakos, Molly Carver, Carl McGookey, Jim Miller, Geoff Oglesby and Luvada Wilson to the City of Sandusky's Bicentennial Commission**. The President declared the motion passed.

**NEW BUSINESS**

Naomi Twine **thanked all of the city employees regarding the city's challenging issues in 2014** and said she appreciates the professionalism displayed during some of these difficult times.

Naomi Twine said she has been meeting with Chief Orzech about **several initiatives the police department would like to bring forward in 2015**. These include dealing with the issue of **minority recruiting** in the police department and a committee will be put together with citizens and employees to help with recruiting minorities and women in both police and fire. Naomi Twine said they would also like to look at **sensitivity and diversity training**. This is one thing very much needed in our diverse community and to understand the challenges experienced by our officers and firefighters in dealing with the public. This will help both staff members and citizens to communicate in a way so as not to offend anyone. Naomi Twine said they are also looking at the **purchase of body cameras for officers** and this is a nationwide issue. Chief Orzech has been contacted by a local foundation and has already done some legwork regarding this issue. Naomi Twine said they will be contacting some different community members to help with these committees to get a diverse representation and input from the community and employees. There are other initiatives to be implemented in 2015, but these are the top three.

Naomi Twine said a **community member, Jerry Garrett, has worked previously with the city and the Human Relations Commission to provide training and teachings about human relations** with city staff and members of the community who need issues resolved. Naomi Twine asked Eric Wobser to work with Jerry Garrett to determine if there are more things he could do with the Human Relations Commission as she sees this as an entity which might help to solve some issues as we move forward.

**Upon motion of Naomi Twine and second of Dick Brady, the commission voted to begin these initiatives with the police department (noted in the two paragraphs above).**

*Discussion:* Dennis Murray thanked Naomi Twine and John Orzech for their work in this area and said these are important issues throughout the nation and Sandusky. We all need to do our part to understand perspectives and this will help with our overall objectives.

**The President declared the motion passed.**

**Upon motion of Dick Brady and second of Jeff Smith, the commission voted to provide a pay increase of one and one half percent (1½%) for those employees not covered by collective bargaining units.**

*Discussion:* Dick Brady said members of the Audit/Finance Committee gave their blessing to this increase and noted this will not apply to those with one year or less of service. Wesley Poole asked if this will bring employees in line with what is being done for employees in the bargaining unit and said if so, he will support it. Dick Brady said collectively this amounts to slightly over \$20,000 and keeps up with inflation. Dennis Murray said about half of this amount is for employees covered through the general fund, the other half is from the sewer and water funds.

**The President declared the motion passed.**

**Upon motion of Dick Brady and second of Scott Schell, the commission voted to hold an executive session regarding personnel, evaluation of Charter Officers. Roll call on the motion: Yeas: Wesley Poole, Naomi Twine, Jeff Smith, Dennis Murray, Dick Brady, Julie Farrar and Scott Schell. The President declared the motion passed.**

Dennis Murray said the city will be issuing a press release seeking persons interested in serving on the **2015 Charter Review Committee**. Each of the commissioners will make two appointments to this committee and noted Naomi Twine, Wesley Poole and Dick Brady served on the last Review Committee, but did not result in making any changes to the charter. A thorough review is important and interested persons can contact Kelly Kresser for consideration by the commission. It is hoped these appointments can be made in January.

#### **AUDIENCE PARTICIPATION**

Carol Hay, 1024 Hayes Avenue, said she hopes the city protects her with God's gratitude and there is a rough scenario going on. It is getting technical and we live in this great City of Sandusky and she hopes everyone can come together. Carol Hay asked if the tree can be trimmed in the northbound lane of S.R. 4 near the underpass as it blocks the speed limit sign and asked if the speed limit is 25 MPH or 35 MPH. Carol Hay asked if there is information about repairing Caldwell Street as it is terrible to drive on. Dick Brady said since passage of the income tax levy, he has been asked these kinds of questions and in the spring, the city will hire a company to evaluate all of our roads. This will cost an incrementally small amount of money and will be used to create a list to work from. We cannot wait to begin doing things which need to be done and we need to do them in an organized and logical way by evaluating what we have and then moving forward.

Sharon Johnson, 1139 Fifth Street, said at the last commission meeting, the section for audience participation was for questions only, but Carol Hay's questions were just answered

and she would like to know what is going on. Dennis Murray said he has had this conversation since the last meeting with Sharon Johnson and to the extent staff has the answer readily available and may wish to interject, he hopes they do so as opposed to getting into a debate. The commissioners are free to respond in any way they wish. Sharon Johnson thanked the staff in the engineering and street department for picking up leaves in her neighborhood. Dick Brady said our leaf collection efforts have concluded and Aaron Klein said we will be progressing through the zones for those which remain. Dick Brady said the two trucks dedicated to collect leaves will now be outfitted to plow snow and salt roads.

Dennis Murray wished everyone a Merry Christmas and Happy Holidays, however people celebrate. It has been a monumental year for the City of Sandusky and it has been a pleasure working with the other commissioners and he looks forward to 2015.

**The President declared a recess of the regular session at 6:05 p.m. At 7:10 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