

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

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

City staff present: Dave Degnan – Fire Chief, John Orzech – Police Chief, Aaron Klein – Public Works Director, Matt Lasko – Chief Development Officer, Angela Byington – Director of Planning & Neighborhood Development, Amanda Meyers – Paralegal, Brad Link – Public Services Director, Don Rumbutis – IT Manager, Don Icsman - Law Director, Hank Solowiej – Finance Director and Kelly Kresser – Commission Clerk.

Upon motion of Julie Farrar and second of Naomi Twine, the commission voted to approve the minutes of the June 8, 2015, city commission meeting and suspend the oral reading. The President declared the motion passed.

AUDIENCE PARTICIPATION

None.

PUBLIC HEARING

The President opened a **Public Hearing regarding the 2016 Tax Budget** for the City of Sandusky. Hank Solowiej said the purpose of this public hearing is to listen to comments from the City Commission and the public; specific questions can be addressed by calling or emailing the Finance Office. This public hearing is being held due to a compliance requirement by the state auditors and prior to 2011, the Erie County Budget Commission waived the public hearings. The main reason to prepare a tax budget is to assist the Erie County Auditor in setting property tax rates, allocating local government funds and start planning for the next year. Hank Solowiej said the next big deadline for the budget schedule is November 1 when the first draft of the 2016 budget will be released. Appropriations must be passed by March 30, 2016. Dennis Murray said he had questions which Hank Solowiej answered and he was concerned about the figures, but learned they appear distorted because they are not yet encumbered. Dennis Murray said he would like to get a better understanding of the general fund account specifically as it relates to the court. Hank Solowiej said the CAFR will be completed by the end of this month and submitted to the Government Finance Officer's Association after approval by the Audit/Finance Committee, along with the Auditor's results. It will be up to the State of Ohio to then release the audit. Dennis Murray said this is an interesting document with a lot of historical information and urges the public to take a look at it. Hank Solowiej said the city's annual reports, monthly financial reports, minutes and agendas for the Audit/Finance Committee meetings are all posted on the city's website.

There being no further comment, the President declared the public hearing closed.

CURRENT BUSINESS

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

ITEM #1 – Hank Solowiej, Finance Director

RESOLUTION ADOPTING TAX BUDGET FOR CY/FY 2016

Budgetary Information: The tax budget will establish initial funding for 2016.

RESOLUTION NO. 020-15R: It is requested a resolution be passed **adopting the tax budget for the City of Sandusky for the CY/FY 2016; authorizing the submission of the tax budget to the Erie County Auditor;** 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 Naomi Twine the commission voted to approve this resolution under suspension of the rules and in accordance with Section 14 of the city charter. Roll call on the motion: Yeas: Jeff Smith, Scott Schell, Wesley Poole, Dennis Murray, Julie Farrar, Dick Brady and Naomi Twine, 7. Roll call on the resolution: Yeas: Jeff Smith, Scott Schell, Wesley Poole, Dennis Murray, Julie Farrar, Dick Brady and Naomi Twine, 7. The President declared the resolution passed under suspension of the rules and in accordance with Section 14 of the city charter.

ITEM #2 – Submitted by Amanda Meyers, Paralegal

ACCEPTING PROPERTY INTO THE LAND REUTILIZATION PROGRAM

Budgetary Information: According to the Ohio Attorney General Opinion #2015-005 issued on February 11, 2015, a political subdivision that acquires forfeited property pursuant to Ohio Revised Code Section 5723.01 (A)(3) takes “all the right, title, claim and interest of the former owner, “and if the former owner’s title to the property includes any liens and encumbrances, the political subdivision takes title to the property subject to those liens and encumbrances.” This property has no outstanding liens other than the delinquent real estate taxes, penalties and interest and city assessments. The cost of this acquisition will be approximately \$2,021.32 to pay for delinquent taxes and penalties and interest, plus \$50.50 for the title exam and transfer fees, for a total of \$2,071.82 of which \$1,035.91 will be paid with land bank funds and \$1,035.91 will be paid with community development capital project funds (Issue 8 funds) designated for the elimination of blight. Although the city will not collect the \$1,770.07 owed to the city in special assessments for sidewalk installation, all or part of this cost may be recouped upon the sale of this property.

RESOLUTION NO. 021-15R: 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 Naomi Twine and second of Scott Schell the commission voted to approve this resolution under suspension of the rules and in accordance with Section 14 of the city charter.

Discussion: Amanda Meyers said at the beginning of the year, an opinion was released by the Attorney General switching the land bank law which became effective in September, 2014. Due to this language change, the city is not exempted from liens or fees in the forfeiture process. If we do not ask for the property up front and obtain a judgment entry, we can only take property through the forfeiture process and we also acquire the liens and taxes on the property after Sheriff’s sale. Dennis Murray said it is unusual to receive property in this fashion. Amanda Meyers said she has identified eight parcels which the city thought would potentially go through the forfeiture process because it has already been into foreclosure, but a couple were advertised for Sheriff’s Sale which we may lose because there are exponential taxes on them (upwards of \$35,000). On this particular title search, there were \$5,000 in liens with Firelands Community Hospital but she has since learned these have been paid off although the release has not yet been filed. The only portion unpaid is for sidewalk assessments made on behalf of the city and we will get approximately one fourth of this money back once it is distributed through the taxing districts. This property is located in a safe neighborhood and we would like to keep it safe and protect the property values. Dennis Murray said the city’s land bank committee fully supports this.

Roll call on the motion: Yeas: Jeff Smith, Scott Schell, Wesley Poole, Dennis Murray, Julie Farrar, Dick Brady and Naomi Twine, 7. Roll call on the resolution: Yeas: Jeff Smith, Scott Schell, Wesley Poole, Dennis Murray, Julie Farrar, Dick Brady and Naomi Twine, 7. The President declared the resolution passed under suspension of the rules and in accordance with Section 14 of the city charter.

ITEM #3 – Submitted by Matt Lasko, Chief Development Officer

REVOLVING LOAN FUND AGREEMENT WITH PHITAM, LTD.

Budgetary Information: The city will be responsible for providing \$57,500 in loan proceeds from the Revolving Loan Fund.

ORDINANCE NO. 15-083: It is requested an ordinance be passed **authorizing and approving an economic development loan in the amount of \$57,500 to Phitam, Ltd.**; 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 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 has been working with Phil Parker for several months with his loan request and he is relocating his business from East Perkins Avenue to a property at 309 Tiffin Avenue which formerly was a vacant and mixed-use building; Mr. Parker now resides in the upper floors at this location and will be renovating the first floor space into a barber and salon business. A total of \$57,500 was requested for the capital improvement renovation of the ground floor space of this building and will be necessary to complete the rehabilitation. The RLF Committee met on June 9 and recommended the full amount of the loan request for a ten-year loan with a twenty-year amortization to keep the payments low, but this will ultimately result in a balloon payment in ten years which Mr. Parker will have to refinance or pay off at 2½ percent interest. The loan will be to Phitam, Ltd. and Mr. Parker's mother, owner of the real estate which will be used to collateralize this loan. This loan will also be subject to several draws so the city is not putting out more money than what construction has been completed, as well as being subject to prevailing wages. Matt Lasko said he is excited to be able to keep this business in the city and allow it to expand and grow. There is one requirement to create three jobs, but ultimately more will be created; this is a minimum standard or statutory requirement. Julie Farrar said she has known Phil Parker for quite some time and said he is good for the loan, in her opinion, and certainly has the clientele to support it. Naomi Twine said she has also known Phil Parker for quite some time and said he has an established clientele. Dick Brady said he does not know Phil Parker at all, but thinks this is a very appropriate and ideal use of RLF monies and this is about giving people a leg up on starting or maintaining a business and making a living for people in this community. Phil Parker thanked all parties involved for helping to make his dream a reality. Dennis Murray thanked Phil Parker for making this investment in the community and said the city is happy to partner with him. This is a needed shot in the arm for this block and these investments will help prospects for economic activity in the area.

Roll call on the motion: Yeas: Jeff Smith, Scott Schell, Wesley Poole, Dennis Murray, Julie Farrar, Dick Brady and Naomi Twine, 7. Roll call on the ordinance: Yeas: Jeff Smith, Scott Schell, Wesley Poole, Dennis Murray, Julie Farrar, Dick Brady and Naomi Twine, 7. The President declared the ordinance passed under suspension of the rules and in accordance with Section 14 of the city charter.

ITEM #4 – Submitted by Angela Byington, Director of Neighborhood Development & Planning
APPROVAL FOR SUBMISSION OF LEAD-BASED PAINT HAZARD CONTROL GRANT APPLICATION
Budgetary Information: The city's match is \$50,000, which will leverage over \$3 million in total grant funds to be used by all partners. The city's match will be paid from Issue 8 funds in an effort to reduce/eliminate blight.

RESOLUTION NO. 022-15R: It is requested a resolution be passed **approving the submission of a grant application by the Board of Erie County Commissioners to the U.S. Department of Housing & Urban Development, Office of Lead Hazard Control and Healthy Homes on behalf of Erie County and the City of Sandusky for financial assistance through the Lead-Based Paint Hazard Control grant program**; and declaring that this resolution shall take immediate effect in accordance with Section 14 of the city charter.

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

Discussion: Angela Byington said at the last meeting, this grant application was approved as there was an urgency to complete it and it was submitted on June 19. Erie County is submitting the grant on behalf of the consortium which Sandusky is part of and if received, will provide over \$3 million of HUD Hazard-Control grant funding and a minimum of 50 households will be

affected in the City of Sandusky. This is a three-year grant and if funded, the anticipated start date will be September 1. The city's match for our portion of this grant is \$50,000 which will come from Issue 8 funds. Angela Byington said the applications received from residents will determine the city's level of funding. Dennis Murray asked if the owners seek funding or if the city helps identify homes with lead-based paint and Angela Byington said Erie County had a consultant prepare the application and they have done some preliminary work. Sandusky has a large number of homes with lead-based paint on-site. Dennis Murray asked what safeguards are in place for this money as people may say this looks like another one of the housing problems which the city fouled up in the early part of 2000. Angela Byington said she can speak to the general process, but said Erie County and their consultant will administer the grant. Generally with these types of programs there is an application process and the administrator will send inspectors to ensure there is an actual need through a lead-based paint survey. The project will then be placed out for bid and the lowest and best contractor chosen to do the work. After completion, the inspector will once again inspect to ensure work is completed as specified and payment will then be made.

Dennis Murray said this brings to mind the frustration felt regarding the approximate \$1 million stolen from the city and asked why someone is not in jail for these housing issues and asked Don Icsman if he could elaborate on this. Don Icsman said the only thing he can add is there is a claim pending with the city's insurance company and they have done some investigation, but no decision has been made yet. With respect to the federal government, Don Icsman said they do not talk to us (the city) and have not since they intervened. There would have been a choice, but it would have been an expensive choice to continue investigation and prosecution on our own, and he does not want to speak for prior commissions. Don Icsman said this would have been when the city had no ability to investigate in the police department and it would have been very costly for us to do although we did give up control, but saved the money.

Roll call on the motion: Yeas: Jeff Smith, Scott Schell, Wesley Poole, Dennis Murray, Julie Farrar, Dick Brady and Naomi Twine, 7. Roll call on the resolution: Yeas: Jeff Smith, Scott Schell, Wesley Poole, Dennis Murray, Julie Farrar, Dick Brady and Naomi Twine, 7. The President declared the resolution passed under suspension of the rules and in accordance with Section 14 of the city charter.

At 5:20 p.m., the President announced a recess of the regular meeting due to tornado warnings.

At 5:30 p.m., the President declared the regular meeting back in session.

**ITEM #5 – Submitted by Troy Vaccaro, Fleet Maintenance Chief Foreman
DISPOSAL OF UNNEEDED ITEMS AND TWO VEHICLES**

Budgetary Information: Proceeds from the sale of the items will be placed into the city's general, water and sewer funds.

ORDINANCE NO. 15-084: It is requested an ordinance be passed **authorizing and directing the city manager to dispose of two vehicles and miscellaneous personal property as having become unnecessary and unfit for city use pursuant to Section 25 of the city charter;** 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. Roll call on the motion: Yeas: Jeff Smith, Scott Schell, Wesley Poole, Dennis Murray, Julie Farrar, Dick Brady and Naomi Twine, 7. Roll call on the ordinance: Yeas: Jeff Smith, Scott Schell, Wesley Poole, Dennis Murray, Julie Farrar, Dick Brady and Naomi Twine, 7. The President declared the ordinance passed under suspension of the rules and in accordance with Section 14 of the city charter.

ITEM #6 – Submitted by Jane Cullen, P.E.**CAMP STREET UNDERPASS PROJECT, CHANGE ORDER #2**

Budgetary Information: Change Order #1 revised the original contract amount of \$1,774,110 to \$1,807,830.05 – an increase of \$33,720.05. Change Order #2 will increase the contract with Schirmer Construction by \$45,120.61. The revised contract amount including Change Order #1 and #2 is \$1,852,950.66. The Ohio Department of Transportation will pay 80% of the cost in the amount of \$36,096.49. The remaining balance is the city's responsibility in the amount of \$9,024.12 which will be paid by water funds.

ORDINANCE NO. 15-085: It is requested an ordinance be passed **authorizing and directing the city manager to approve the second change order for work performed by Schirmer Construction, LLC, of North Olmsted, Ohio, for the Camp Street underpass rehabilitation project in the amount of \$45,120.61;** 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: Aaron Klein said this is for additional work related to the water and sewer line repairs; the contractor had difficulty installing the sewer line because a water line was in the way and additional costs were incurred. The previous change order was supposed to be picked up entirely by the city, but ODOT has agreed to assume eighty percent of both change orders. Aaron Klein thanked Jane Cullen from the city, Patrick Pijor with the Ohio Department of Transportation and Brian Sarratore with K.E. McCartney for working on getting this approval. Dick Brady said an extension was given with the timeline and contractors are always trying to add more time in contracts to allow enough time for completion and the November date is a "drop-dead" date. It is imperative we meet it so as not to lose a blacktop season through the winter months. Aaron Klein said he has communicated this to ODOT and the contractor and he would like the city to proceed with payment and not have one lane during the winter months. Dennis Murray said this is a little bit of a legacy issue as when the drawings were originally done way back when, they were not as accurate as they are now. The use of GIS allows the specific locations to be documented and would save us from this type of expense in the future. Aaron Klein said he would love to get the GIS underway so when we do encounter these types of issues, they are designed within this database and recorded. With real-time data, we can use this information to make repairs.

Roll call on the motion: Yeas: Jeff Smith, Scott Schell, Wesley Poole, Dennis Murray, Julie Farrar, Dick Brady and Naomi Twine, 7. Roll call on the ordinance: Yeas: Jeff Smith, Scott Schell, Wesley Poole, Dennis Murray, Julie Farrar, Dick Brady and Naomi Twine, 7. The President declared the ordinance passed under suspension of the rules and in accordance with Section 14 of the city charter.

CITY MANAGER'S REPORT

Upon motion of Naomi Twine and second of Jeff Smith, the commission voted to accept a donation in the amount of \$131.64 from the Cedar Point/Dairy Queen fundraiser for the K-9 Fund. The President declared the motion passed.

Upon motion of Jeff Smith and second of Julie Farrar, the commission voted to accept an in-kind donation – as well as the location - of an 18" x 24" plaque memorializing former Police Officer Andy Dunn. This plaque can be moved, should the need arise, but will be placed in the lawn area in front of city hall; it is from the Conservation Club. The President declared the motion passed.

Don Icsman, Acting City Manager, said **Eric Wobser recently joined the Erie County Community Foundation's Board.**

Don Icsman said **Orin McMonigle has accepted the position of Assistant Superintendent of Big Island Water Works and will assume the position of Superintendent when Doug Keller retires.** Don Icsman said **Jeff Keefe has accepted the position of Assistant City Engineer and will start July 27.**

Don Icsman said a recommendation has been made by John Orzech and Eric Wobser to not **apply for the COPS grant this year.** Naomi Twine said at the last meeting, the commission passed a motion to investigate this possibility, but after assessment by Chief Orzech and Eric Wobser, a determination was made this is not a good thing to pursue at this time as there is not a good prospective to continue after funding is completed.

Don Icsman said the **candidates who passed the written portion of the police testing took the physical agility test** on June 13, 14 and 16; background checks and interviews will begin to take place as soon as the list is certified. John Orzech said a total of 64 took the test with 54 passing and this was a great pool of candidates spread throughout the State of Ohio.

Don Icsman said roughly 175 attendees came on the Goodtime waterfront boat tour in conjunction with the **city's Bicentennial visioning process** last week, despite the weather. The consultants have commented on how active both the residents and commissioners are in this process and thanked all who attended and gave input. Future public meetings (all at 6 p.m.) will be July 8 - Central Neighborhood: Sandusky Library; July 16 - West side neighborhood: Lions Park; July 21 - East side neighborhood: Star Lanes; and July 29 - South side neighborhood: Churchwell Park with Conestoga. Those looking to get involved can complete our survey at: www.Sandusky2018.com.

Don Icsman said the city is currently looking at options regarding the **Sandusky Bay Pavilion property** and recommendations will be delivered to the Commission in July or August.

Don Icsman said the **Coaster Classic softball tournament took** place this weekend.

Don Icsman said **bids will be accepted this week for tree removal for the city.**

OLD BUSINESS

Dick Brady said the **traffic signalization project** seems to be coming to a close with Camp Street, S.R. 4, Campbell Street, Caldwell Street and 42nd Street and the last intersection left to complete is at Columbus Avenue and Perkins Avenue.

NEW BUSINESS

Upon motion of Julie Farrar and second of Scott Schell, the commission voted to renew the following terms on the respective board or commission through December 31, 2015: Robert Egger, Martha Thompson and Kathleen Wickens to the ADA Advisory Board; Dan Moncher, Brian Allen and Jim Ruthsatz to the Audit/Finance Committee; William Semans to the Board of Zoning Appeals; Dan Fresch, Dan Hartleib, Kenneth Tunnell and Steve Rucker to the Electrician Examining Board; Dave Miller (Member) and John Panzer (Alternate) to the Erie Regional Planning Commission; Jim Jackson to the Planning Commission; Jason Werling and Barbara Rose to the Recreation Board; and John Parker and Cynthia Ball to the Tree Commission; in addition to reappointing Dan Leavell, Sr. to the Human Relations Commission through October 10, 2015 and Tom Darden, Kevin Zeiher, Andy Martin and Matt Leser to the Oakland Cemetery Board through January 31, 2016.

Discussion: Dennis Murray said the commission is working to consolidate some boards and looking at terms and this will help until such time as this task is completed. Don Icsman is continuing to meet with these board chairpersons and liaisons in order to complete this task.

The President declared the motion passed.

AUDIENCE PARTICIPATION

John Hartman, 533 East Perkins Avenue, said the Sandusky Crime Prevention Council has added Terry Burton to its membership and they are working with local block watches. They are consolidating the Milan Road and Perkins Avenue block watches and will utilize Hancock School for meetings. They will go door-to-door to let people know what they are doing and how the police liaison or code enforcement personnel can assist. John Hartman said there was documentation in the works to make this Council official and asked if this could be revisited.

Terry Burton, 2212 Milan Road, said he would like to speak about something positive at every meeting and has noticed the community gardens on Meigs Street and on Hancock Street. In rural Japan, every piece of vacant property must be turned into a community garden and he and his wife spoke with some of the children pulling weeds and thinks it is wonderful someone in our community is doing this.

Upon motion of Scott Schell and second of Dick Brady, the commission voted to adjourn at 5:53 p.m.

Kelly L. Kresser, CMC
Clerk of the City Commission

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