

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

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

City staff present: Jim Green – Fire Captain, John Orzech – Police Chief, Aaron Klein – Public Works Director, Matt Lasko – Chief Development Officer, Angela Byington – Director of Neighborhood Development & Planning, Don Rumbutis – IT, Stuart Hamilton – IT Manager, Trevor Hayberger – Assistant 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 Jeff Smith and second of Naomi Twine, the commission voted to approve the minutes of the November 9, 2015, city commission meeting and suspend the oral reading. The President declared the motion passed.

AUDIENCE PARTICIPATION

John Feick, 629 Columbus Avenue, said the changes proposed for the Environmental Housing Code affect seventy percent of the residents of the city including renters, landlords and their employees, contractors and vendors. This has not been discussed with the public until tonight although the staff has been working on it. John Feick said he does not understand what the emergency is and said this has all the earmarks of Obamacare: pass it and find out what is in it later. Tenants were hit with large water and sewer rate increases in January and any rent increases being considered by the landlords will be met with a surcharge to pay for this program. There is more to the increased cost than simply the fees being proposed. There are issues with some of the housing stock in the city, but these issues affect **all** housing and John Feick requested the commission not act on this tonight. This should be tabled and a public discussion held to address the issues. Dennis Murray said this will not be passed under Section 14 tonight, rather, it will be done as a first reading. There will be an opportunity, after tonight, to garner feedback from interested parties.

Bob Waldock, 2015 Cedar Point Road, said the current rental registration fee structure allows for collection of \$88,900 in income although currently \$11,377, or thirteen percent of this amount, is currently delinquent. The proposed 2016 rental registration fee is \$377,600 which is a 425% increase in one year; these increased fees levied against the landlords, and ultimately the tenants, do not take into account the extra time and cost for the landlords required for inspections and now mandated by this legislation. Bob Waldock said the details and depth of the inspection and its subsequent costs will have to be passed on from the landlords to the tenants. If the intent is to increase the fees across the bar, it has levied no costs to the roughly fifty percent of owner-occupied housing in the city although this housing is required to meet the same standards as the rental properties. These fees will be passed on to renters who have received a twenty five percent increase in income tax in the last year, a twenty five percent increase in their water and sewer bills during the same period, with an additional percentage increase January 1, 2016, and another twenty five percent in January, 2017. Bob Waldock asked the commissioners to take these comments into consideration as they discuss the proposed legislation.

PROCLAMATION

Wes Poole read a **Proclamation on behalf of "Giving Tuesday" and the United Way of Erie County**. Dennis Murray said the Dorn Foundation has indicated they will provide a matching gift, up to \$25,000, to the United Way of Erie County for their 2016 Campaign and urged Sanduskians to give.

PUBLIC HEARING

Dennis Murray announced the opening of a **Public Hearing regarding the creation of the Landmark Preservation Commission** on behalf of the City of Sandusky. Casey Sparks, Assistant Planner, said the purpose of the new chapter is to provide a safeguard for existing historical properties by establishing the Sandusky Landmark Commission as well as a process for locally designating individual properties, buildings and districts. Additionally, this chapter will create a review process for later alterations to local landmark buildings within the district and individual properties. It will create a review process for major alterations and demolitions for buildings within the landmark district and for buildings or properties individually listed on the National Registry or within the National Registry district. The proposed legislation will bring additional financing tools to the table in the form of state or historic tax credits for building renovations and preservation. In order for property owners to apply for state historic tax credits, the city must be a Certified Local Government (CLG) and in order for the city to be eligible, it must possess a Landmark Commission. The city is hopeful to have its CLG status by March, 2016. Staff recommends an amendment to the proposed legislation by removing the section requiring three fourths of the city commission membership to overturn a decision of the Landmark Commission as well as adding the ability for citizens to deny an application for the National Registry.

Dennis Murray asked if there was anyone present wishing to speak regarding the creation of the Landmark Commission.

There being no public comments, the President declared the Public Hearing closed.

CURRENT BUSINESS

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

SECOND READING

ITEM #1 – Submitted by John Orzech, Chief of Police

AMENDING LEGISLATION FOR PUBLIC VEHICLE FOR HIRE (DRIVER'S LICENSES)

Budgetary Information: There is no budgetary effect of the proposed amendment to Chapter 747.13 of the City of Sandusky codified ordinances.

ORDINANCE NO. 15-160: It is requested an ordinance be passed **amending Part Seven (Business Regulation Code), Chapter 747 (Public Vehicle for Hire), Section 747.13 (Requirements for Public Vehicle for Hire Driver's License) of the codified ordinances of the City of Sandusky, in the manner and way specifically set forth hereinbelow.**

Upon motion of Naomi Twine and second of Jeff Smith, the commission voted to approve this ordinance at second reading. Roll call on the ordinance: Yeas: Dick Brady, Scott Schell, Dennis Murray, Wesley Poole, Jeff Smith and Naomi Twine, 6. The President declared the ordinance passed at second reading.

ITEM #2 – Submitted by Casey Sparks, Assistant Planner

CREATION OF LANDMARK PRESERVATION COMMISSION

Budgetary Information: There is no impact to the general fund.

ORDINANCE NO. 15-161: It is requested an ordinance be passed **amending Part One (Administrative Code), Title Seven (Boards and Commissions), Chapter 161 (Planning Commission); and amending Part Eleven (Planning and Zoning Code), Title Five (Additional Zoning Requirements), by the addition of Chapter 1161 (Landmark Preservation), of the Codified Ordinances, in the manner and way specifically set forth hereinbelow; and declaring that this ordinance shall take effect under suspension of the rules as contained in and in accordance with Section 13 of the city charter.**

Upon motion of Scott Schell and second of Jeff Smith, the commission voted to approve this ordinance, (as amended below) in accordance with Section 13 of the city charter.

Discussion: Dennis Murray said the legislation provides for the City Commission to vote by a three quarter (3/4) majority to return a recommendation to modify decisions by the Landmark Commission. Dennis Murray said this is an important piece of legislation that provides an additional tool for the city, working with property owners, to designate a piece of property and preserve some of the special buildings in our community and gain the use of financing tools for their redevelopment. This is only to be done with the consent of and initiation by the property owner.

Roll call on the motion: Yeas: Dick Brady, Scott Schell, Dennis Murray, Wesley Poole, Jeff Smith and Naomi Twine, 6. Roll call on the ordinance: Yeas: Dick Brady, Scott Schell, Dennis Murray, Wesley Poole, Jeff Smith and Naomi Twine, 6. The President declared the ordinance passed under Section 13 of the city charter.

Upon motion of Dennis Murray and second of Wesley Poole, the commission voted to amend this legislation to allow for a simple majority of the City Commission. The President declared the motion passed.

Upon motion of Dennis Murray and second of Naomi Twine, the Commission voted to amend the legislation to strike the last sentence of 1116.08B, and to amend Section C by striking out the first sentence and removing “both the Sandusky Landmark Commission by a majority of”. The effect of this is to provide that if the City Commission does not approve of the designation of a particular property, it is not passed on to the State Historic Preservation Office. The President declared the motion passed.

ITEM #3 – Submitted by Amanda McClain, Paralegal

SALE OF PROPERTY THROUGH THE LAND REUTILIZATION PROGRAM

Budgetary Information: The cost associated with this purchase and sale agreement is the total amount of the title examination, deed preparation, escrow fees and any other customary fees that may be due and payable in the ordinary course of the sale and purchase transaction, which will be recouped from the purchase price. The sale and rehabilitation of this property will revitalize the neighborhood by enhancing the surrounding property values and reducing the city’s rental housing. The taxing districts will once again begin collecting real property taxes.

ORDINANCE NO. 15-162: It is requested an ordinance be passed **declaring that certain real property owned by the city as part of the land reutilization program identified as Parcel #58-01485.000 located at 1342 Camp Street, Sandusky, is no longer needed for any municipal purpose and authorizing the execution of a purchase and sale agreement with respect to that real property;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Jeff Smith 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: Amanda Meyers said Jonathan and Courtney Cook responded to a Request for Proposals for comprehensive rehabilitation of the property and have provided personal financial wherewithal to the Land Bank Committee. The Committee was satisfied they will be the best homeowners and will create owner occupancy to reduce rental in the city. Dennis Murray wished the Cook’s good luck and thanked them for stepping up to rehabilitate this property.

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

ITEM #4 – Submitted by Matt Lasko, Chief Development Officer**CHANGES TO ENVIRONMENTAL HEALTH HOUSING CODE REGARDING RENTAL REGISTRATION FEES**

Budgetary Information: The rental registration fees earned are restricted exclusively for the administration and implementation of the rental registration and inspection program.

PASSED AT FIRST READING: It is requested an ordinance be passed **amending Part Thirteen (Building Code), Title Five (Additional Local Provisions), Chapter 1341 (Environmental Health Housing Code), in the manner and way specifically set forth hereinbelow;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Wes Poole and second of Dennis Murray, the commission voted to amend this legislation to allow landlords until June 1, 2016 to pay the additional portion of the fee for the year 2016 only.

Discussion: Dennis Murray said this will allow the landlords to pay the additional increased portion of the fees and he supports this. Wes Poole said this recognizes the landlords have probably planned their yearly budgets and may have planned to spend money at the beginning of January on other things. The additional portion of this fee would give them a six-month timeframe to fulfill payment. Their regular fee would be paid in January and the additional will be due in June.

The President declared the motion passed.

Upon motion of Dick Brady second of Scott Schell, the commission voted to approve this ordinance at first reading.

Discussion: Jeff Smith said he owns rental property in the city affected by this legislation and will abstain. Dick Brady said he moved to pass this through two readings because he has heard from people during the past few days and believes the city should use this time between readings appropriately to hear the voices of our friends in this community. Dick Brady encouraged the commissioners to put their ears to the ground and listen. Naomi Twine said after hearing from members of the community, she would like to take more time to listen to our landlords and others in the community who will be affected by this legislation. Wesley Poole asked if this could be fulfilled by passing at first reading and scheduling a public meeting. Dennis Murray said this would be very appropriate and is the reason legislation is passed through the course of two meetings. We would like to gather public input and hear what people have to say. Dennis Murray said he fully supports this legislation and said the city made a commitment decades ago to inspect rental properties every three years but have failed in this commitment regarding basic issues of public health and safety; this is an important piece of legislation. The city has an obligation to the people in our community who are the most vulnerable to make sure they live in safe spaces; we have many fine landlords, including those who have spoken tonight, who do their part and provide decent properties, but there are too many who do not. There are people who live in very difficult conditions and people who are placed at risk and require safety services as a result of the conditions in which they live. Not properly inspecting and maintaining properties puts homeowners at risk because they have to live next to these properties. This is in the city's long-term interest for economic development and the fees proposed are entirely fair when placed into context with other communities which charge comparable fees for inspection programs and placed in the context of the average cost for rentals. This is a percentage and these are substantial increases at approximately \$4/unit. Dennis Murray said it is often misstated Sandusky has over seventy percent of rental properties, but it is actually about fifty one percent according to the most recent Census and this still means a very large portion is in a position to require the city to step up and do what it has promised and for all of these reasons, favors this legislation.

Roll call on the motion: Yeas: Dick Brady, Scott Schell, Dennis Murray, Wesley Poole and Naomi Twine, 5. Abstain: Jeff Smith, 1. Roll call on the ordinance: Yeas: Dick Brady, Scott Schell, Dennis Murray, Wesley Poole and Naomi Twine, 5. Abstain: Jeff Smith, 1. The President declared the ordinance passed at first reading.

**ITEM #5 – Submitted by John Orzech, Chief of Police
BULKY & SOLID WASTE VEHICLE INSPECTION SERVICES**

Budgetary Information: The city will collect an annual registration fee of \$50 per vehicle, for the purpose of inspection, administration and enforcement of Chapter 955. One half of the permit fees collected will be paid by the city to the Board of Health for providing bulky and solid waste vehicle inspection services.

RESOLUTION NO. 050-15R: It is requested a resolution be passed **authorizing the City Manager to enter into a contract for services with the Erie County General Health District Board of Health for bulky and solid waste vehicle inspection services;** and declaring that this resolution shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Naomi Twine 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: Dennis Murray said this legislation is taken up each year for inspections to be performed by the Erie County Health Department. John Orzech said they provide stickers to vehicles passing inspection so Police Officers are aware if they passed.

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

**ITEM #6 – Submitted by Hank Solowiej, Finance Director
PAYMENT FOR PROPERTY, CASUALTY AND LIABILITY INSURANCE COSTS**

Budgetary Information: The annual cost has become part of the annual operating budget and the City of Sandusky's total cost for 2015 – 2016 will be an amount not to exceed \$407,000. The insurance year is December 1, 2015 through November 30, 2016. Based on exposures, the cost will be distributed to the General Fund (\$238,095), Street Fund (\$35,409), Water Fund (\$63,369.90) and Sewer Fund (\$70,126.10). The prior year ordinance was passed by the City Commission on November 24, 2014 (Ordinance #14-134) that covered the period December 1, 2014 through November 30, 2015, for an amount not to exceed of \$400,000.

ORDINANCE NO. 15-163: It is requested an ordinance be passed **authorizing and directing the City Manager and/or Finance Director to make payment to Arthur J. Gallagher & Company for property, casualty and liability insurance costs for the period of December 1, 2015 through November 30, 2016;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Wes Poole 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: Hank Solowiej said this is a very small increase which has to do with our claims history over the last year and while we were in the BORMA insurance pool. The city went out on its own and helped save a lot of money. The insured values went up a little, specifically the former San Bay property which we acquired and have to insure and is the driver of this, but once the property is turned over, we may see a bit of a credit back to us. Dennis Murray said this is a very modest increase and insurance is put out to bid every so often and asked what these considerations are. Hank Solowiej said the last time this was done, the city used an outside consultant along with members of the Audit/Finance Committee and it has been recommended this be done every five to ten years based on how things are going. At this point, there are no major plans to do another RFP, but we can go back into the market again during the next five years to look at what we have and what our risks are. Removing the swimming pool and its safeguarding will make a difference. The city does its best to implement the recommendations made by the insurance company.

Roll call on the motion: Yeas: Dick Brady, Scott Schell, Dennis Murray, Wesley Poole, Jeff Smith and Naomi Twine, 6. Roll call on the ordinance: Yeas: Dick Brady, Scott Schell, Dennis

Murray, Wesley Poole, Jeff Smith and Naomi Twine, 6. The President declared the ordinance passed under Section 14.

**ITEM #7 – Submitted by Eric Wobser – City Manager & Hank Solowiej - Finance Director
AGREEMENT FOR ADMINISTRATION OF CITY'S HEALTH INSURANCE PROGRAM**

Budgetary Information: The annual cost will be allocated to the operating budgets and the total cost will be \$3,750 per month. The insurance year is January 1, 2016 through December 31, 2016.

ORDINANCE NO. 15-164: It is requested an ordinance be passed **authorizing and approving a consulting and brokerage agreement with the Ashley Group of Sandusky, Ohio, for the administration of the city's health insurance program for calendar year 2016;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion Wes Poole of 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: Hank Solowiej said both he and Eric Wobser were part of a process to leave the BORMA health insurance pool along with thirty three percent of its membership. Through the Audit/Finance Committee, the city will be partially self-insured and utilize the services of the Ashley Group to manage our health care changes. This is a local company which will be moving to the downtown office on West Market Street. They will help us to reduce our claims and risks and this is the best decision to move the city forward. This was a fast process due to time parameters set by BORMA, and this was our best offer. Eric Wobser thanked members of the Audit/Finance Committee and Connie Nicholson of the Administrative Services Department who helped during the process. This was a collaborative effort and the Ashley Group is in a great position to help us during the next few years. Dennis Murray said staff at the Ashley Group are extremely knowledgeable about this process.

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

**ITEM #8 – Submitted by Hank Solowiej, Finance Director
AMENDING THE INCOME TAX CODE**

Budgetary Information: There is no cost associated with adopting this ordinance. The Regional Income Tax Agency (RITA) has reviewed and approved this new chapter.

ORDINANCE NO. 15-165: It is requested an ordinance be passed **amending Part One (Administrative Code), Title Nine (Taxation), by the addition of Chapter 192 (Income Tax), of the Codified Ordinances, in the manner and way specifically set forth hereinbelow;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Jeff Smith 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: Hank Solowiej said some of the important changes made by the last General Assembly affect all municipalities in the State of Ohio and, in his opinion, will continue to attack local governments having a home rule form of government. If this does not pass, the city would lose its ability to collect or enforce payment of any income tax. The Ohio Municipal League and Regional Income Tax Agency provided us with a model ordinance which was modified to fit the City of Sandusky and acknowledged the assistance of Trevor Hayberger, Don Icsman and Paige Doster who spent countless hours going through this legislation to make sure we got it right. Chapter 192 is new and will take effect January 1, 2016; the current Chapter 191 will stay in place because the city will still have tax years following these laws. The new Chapter has been reviewed by our chief legal counsel at RITA, the city's Law Director and the Finance Director. Hank Solowiej highlighted some changes including the way the net operating loss for a business

is factored in for income taxes. Currently, this is treated on a year-by-year basis so if there was a loss in 2016, no taxes would be due. If a business showed a profit in 2017, they would pay taxes. If another loss was realized in 2018, the business would not pay taxes. The new law has a five-year net operating loss carry-forward allowing businesses to actually use a loss from one year to offset the next years' income thereby reducing the tax owed to the City of Sandusky. This is the biggest change in the law and impacts a lot of communities. The State recognized this and decided to phase this portion of the Bill into law and also have created a committee to evaluate the impact on local governments. The net operating loss will begin to be phased in for the CY 2017 and this point alone is an approximate \$80,000 negative impact to the city. The occasional entry rule is new and pertains to outside contractors coming into the city to do business for 12 or more days during the calendar year having to pay income tax. This 12-day rule has been extended to 20 days and withholding begins after the twenty first day working in the city rather than going back to the first day. Uniform filing dates will be created to sync municipalities with the State of Ohio. Parameters have been created for the Income Tax Review Board and the legislative authority will appoint two members (with stipulations); the City Manager will appoint the third person, but he or she cannot be the local Finance Director. This will create a more independent review for issues being appealed.

Roll call on the motion: Yeas: Dick Brady, Scott Schell, Dennis Murray, Wesley Poole, Jeff Smith and Naomi Twine, 6. Roll call on the ordinance: Yeas: Dick Brady, Scott Schell, Dennis Murray, Wesley Poole, Jeff Smith and Naomi Twine, 6. The President declared the ordinance passed under Section 14 of the City Charter.

**ITEM #9 – Submitted by Angela Byington, Director of Neighborhood Development & Planning
PHASE II ENVIRONMENTAL SITE ASSESSMENT FOR 2806 WEST MONROE STREET**

Budgetary Information: The project will be on a time and materials, not to exceed fee basis. The anticipated cost is \$22,800; however, the not to exceed cost is \$24,365. The additional \$1,565 has been allotted should the consultant encounter bedrock when installing the monitoring wells. The cost will be paid with Issue 8 funds from the Community Development capital projects fund.

ORDINANCE NO. 15-166: It is requested an ordinance be passed **authorizing and directing the City Manager to enter into an agreement for professional services with Mannik & Smith Group, Inc. for a Phase II environmental site assessment (ESA) for the property located at 2806 West Monroe Street and formerly known as G & C Foundry;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Scott Schell 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: Angela Byington said the Phase I has been completed for this property and outlined recognized environmental concerns including but not limited to staining, poor condition of containers with unidentified substances and evidence of former above ground storage tank and flooding with a blue/haze film in the flooded office building. Based on these results, staff recommends the completion of a Phase II environmental site assessment. The city is considering taking ownership of the property and must complete the Phase II as part of our due diligence. We will look to obtain grants for remediation and will repurpose the property. Three proposals were submitted and the best proposal was from the Mannik & Smith Group, although at the highest cost. This proposal included conversion of the soil borings and the groundwater monitoring wells. This is the only way to determine if chemicals are migrating off of the property and if so, in which direction. Further, the installation of the wells will meet the standard of the Voluntary Action Program through the EPA which would make the site eligible for cleanup funds. The not-to-exceed cost of the project is \$24,365 and would be paid with Community Development capital project funds. Dennis Murray said this proposal is favored even though it was more expensive, but the breakdown of the costs indicate the borings and the creation of the wells (at a cost of a little over \$11,000) was not a part of the other proposals and is primarily the reason for the cost difference. Angela Byington said there is a high probability after the initial work is done that any consultant could say the groundwater should be sampled and would then have to again mobilize on site at an additional cost. Dennis Murray

asked if the city goes through this process and contamination is found, we would be at the threshold of determining whether or not, as a city, to acquire it and asked if the city could actually apply for grants prior to taking ownership. Angela Byington said the city could apply, with consent of the property owner who would have to be proven to not have caused the contamination. The property is currently owned by the State of Ohio.

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

ITEM #10 – Submitted by Aaron Klein, Director of Public Works

ENCROACHMENT LICENSE FOR 806 BARDSHAR ROAD

Budgetary Information: There is no budgetary impact with this item. The property owner is responsible for recording fees to the Erie County Recorder's Office.

ORDINANCE NO. 15-167: It is requested an ordinance be passed **authorizing the City Manager to enter into a license agreement with Caleb P. Griffith to provide for the use of a certain portion of the city's rights-of-way 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;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Naomi Twine 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: Aaron Klein said there is a water line in this right-of-way and a clause is included in the encroachment license stating it can be terminated at any time.

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

ITEM #11 – Submitted by Aaron Klein, Director of Public Works

CHANGE ORDER FOR PARISH STREET SIGNAL, POLE & FOUNDATION REPLACEMENT

Budgetary Information: Change Order #1 does not revise the original contract amount of \$44,240.

ORDINANCE NO. 15-168: It is requested an ordinance be passed **authorizing and directing the City Manager to approve the first change order for work performed by National Light & Power, Inc. of Sandusky, Ohio, for the Columbus Avenue and Parish Street signal, pole and foundation replacement project;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Scott Schell 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: Aaron Klein said the contractor contacted the manufacturer, but they are so far behind on these signal poles, they cannot meet the schedules which the construction contracts demand. We have asked this contractor to find another manufacturer with the same timeframe and extend the contract by 41 calendar days. These poles usually are twelve to twenty weeks out and with the progressive schedule placed on the contractor, it was not possible for them to meet it. This will extend the project deadline to the end of 2015 and the current estimated delivery date is December 8. Dick Brady said in anticipation of this happening, the city installed a solar powered stop sign at this intersection which was a prudent thing to do.

Roll call on the motion: Yeas: Dick Brady, Scott Schell, Dennis Murray, Wesley Poole, Jeff Smith and Naomi Twine, 6. Roll call on the ordinance: Yeas: Dick Brady, Scott Schell, Dennis

Murray, Wesley Poole, Jeff Smith and Naomi Twine, 6. The President declared the ordinance passed under Section 14 of the city charter.

**ITEM #12 – Submitted by Stuart Hamilton, IT Manager
EMAIL MIGRATION TO MICROSOFT EXCHANGE ONLINE**

Budgetary Information: The cost for services for conversion of email is not to exceed \$20,720. The cost for software to enable to migration is \$4,911 Total is \$25,631 and will be paid by the capital projects funds in the amount of \$12,815.50 by the water fund in the amount of \$6,407.75 and by the sewer fund in the amount of \$6,407.75.

ORDINANCE NO. 15-169: It is requested an ordinance be passed **authorizing and directing the City Manager to enter into an agreement for consulting services with Weisberg Consulting, Inc. of Milford, Michigan for the migration of email to Microsoft Exchange Online for government;** 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 Wes Poole, the commission voted to approve this ordinance under suspension of the rules and in accordance with Section 14 of the city charter.

Discussion: Stuart Hamilton said the city currently has a very old email system which has security and support issues and is no longer supported by the manufacturer. The current system is next to impossible to back up so recovery becomes an issue. The plan is to move the city into a solution to be able to interact with all of the desktop applications. This will make us more mobile and flexible and as we change as a city, licensing costs will become more of an as-you-use cost. This is the best solution depending how we move forward as a city and does not lock us in to any location or phone system and will be more interactive. Dennis Murray said this is laid out very well and the city has a dinosaur it has been able to keep limping along well past the life of the manufacturer. We are one server crash away from a disaster and this is a very important investment so all of the good people who work for the city can continue to do their jobs with all of our vendors.

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

**ITEM #13 – Submitted by Aaron Klein, Director of Public Works
PURCHASE OF UV TROJAN LAMPS FOR THE WASTE WATER TREATMENT PLANT**

Budgetary Information: The total amount of \$58,224.68 shall be paid with sewer funds.

ORDINANCE NO. 15-170: It is requested an ordinance be passed **authorizing and directing the City Manager to purchase one hundred and twelve 24" lamps for the Trojan UV 4000 disinfection system at the Waste Water Treatment Plant from Pelton Environmental Products, Inc., of Broadview Heights, Ohio;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Naomi Twine 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 the UV disinfection system is the final process in the treatment of waste water prior to discharge into Sandusky Bay. The bulbs have increased in price to approximately \$28 each, and their importance is to kill the bacteria in the water prior to getting into Sandusky Bay so we can eliminate water borne diseases. It is important to have these installed prior to warm weather in the spring.

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

ITEM #14 – Submitted by Aaron Klein, Director of Public Works

NEW SYSTEM CONTROL CENTER FOR WASTE WATER TREATMENT PLANT

Budgetary Information: The total cost for the System Control Center and installation is \$32,119.48 shall be paid with sewer funds.

ORDINANCE NO. 15-171: It is requested an ordinance be passed **authorizing and directing the City Manager to expend funds for the purchase and installation of a new System Control Center for the Trojan UV 4000 Disinfection System at the Waste Water Treatment Plant from Pelton Environmental Products, Inc. of Broadview Heights, Ohio;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Naomi Twine 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: Aaron Klein said this is the same system and process as outlined in Item #14, and should be done prior to spring. Stuart Hamilton said this system is the brains of the whole operation and it takes the logic and uses a math-based system to run. The data collected also helps with our compliance issues and we lose visibility in the process itself and is why this is such a critical change and upgrade.

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

ITEM #15 – Submitted by Aaron Klein, Director of Public Works

CHANGE ORDER #1 FOR THE WARREN STREET IMPROVEMENT PROJECT

Budgetary Information: Change Order #1 will increase the contract with Ed Burdue & Co., LLC from Sandusky, Ohio by \$6,517.96. The current contract amount is \$332,441.55. The revised contract amount including Change Order #1 will be \$338,959.51. The savings associated with the non-performed items would be to the capital fund, while the large additional work item will be applied to the sewer fund. The revised project breakdown will be:

| | |
|--|---------------------|
| Community Development Block Grant (PY 2014) | \$212,902.00 |
| Sewer Fund | \$126,057.51 |
| Capital Fund | \$.00 |

ORDINANCE NO. 15-172: It is requested an ordinance be passed **authorizing and directing the City Manager to approve the first and final change order for work performed by Ed Burdue & Co., LLC of Sandusky, Ohio for the Warren Street improvement project in the amount of \$6,517.96;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Wes Poole 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: Aaron Klein thanked the contractor for doing an exceptional job of finding ways to save money on this project as we were looking at \$60,000 - \$80,000 in rock removal from the area; Ed Burdue found ways to reduce this cost as well as the cost to do the work. The city had done some soil borings at the manholes on Warren Street which showed rock at a depth of about six feet. When the contractor went out to actually do the work, it came up to 18 inches in some locations, and in some areas the curb and gutter was laid on it and additional costs were incurred. There was a savings because when the surface was milled on Warren Street where there was an old rail bed, there was less removal involved. The change order for the project is \$6,500 and this will be taken from the storm water fund. Dennis Murray said he is glad the city can work with this type of vendor to help the city.

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

**ITEM #16 – Submitted by Aaron Klein, Director of Public Works
PURCHASE OF CHEMICALS FOR THE CALENDAR YEAR 2016**

Budgetary Information: Funds for the purchase of these items are routinely included in the operating budgets of the Water and Sewer plants.

A. [ORDINANCE NO. 15-173](#): It is requested an ordinance be passed **authorizing and directing the City Manager to purchase 12,000 gallons, more or less, of liquid sodium permanganate from Carus Corporation of Peru, Illinois, for use at the Big Island Water Works plant during the calendar year 2016;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Jeff Smith 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 Item #6 is a series of eight individual ordinances requiring passage, and part of the cooperative purchase of chemicals which have all been competitively bid.

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

B. [ORDINANCE NO. 15-174](#): It is requested an ordinance be passed **authorizing and directing the City Manager to purchase 18,000 gallons, more or less, of hydrofluosilicic acid from Bonded Chemicals of Columbus, Ohio, for use at the Big Island Water Works plant during the calendar year 2016;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

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

C. [ORDINANCE NO. 15-175](#): It is requested an ordinance be passed **authorizing and directing the city manager to purchase 50,000 gallons, more or less, of sodium hydroxide liquid from JCI Jones Chemicals of Barberton, Ohio, for use at the Big Island Water Works plant during the calendar year 2016;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

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

D. [ORDINANCE NO. 15-176](#): It is requested an ordinance be passed **authorizing and directing the City Manager to purchase 90,000 gallons, more or less, of sodium hypochlorite from Bonded Chemicals of Columbus, Ohio, for use at the Big Island Water Works plant during the calendar year 2016;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Wes Poole 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. Roll call on the motion: Yeas: Dick Brady, Scott Schell, Dennis Murray, Wesley Poole, Jeff Smith and Naomi Twine, 6. Roll call on the ordinance: Yeas: Dick Brady, Scott Schell, Dennis

Murray, Wesley Poole, Jeff Smith and Naomi Twine, 6. The President declared the ordinance passed under Section 14 of the city charter.

E. [ORDINANCE NO. 15-177](#): It is requested an ordinance be passed **authorizing and directing the City Manager to purchase 500 tons, more or less, of aluminum sulfate polymer blend liquid from Applied Specialties of Avon Lake, Ohio, for use at the Big Island Water Works plant during the calendar year 2016;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

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

F. [ORDINANCE NO. 15-178](#): It is requested an ordinance be passed **authorizing and directing the City Manager to purchase 63,750 pounds, more or less, of powdered activated carbon from Prominent Systems, Inc., of Huston, Texas, for use at the Big Island Water Works plant during the calendar year 2016;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

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

G. [ORDINANCE NO. 15-179](#): It is requested an ordinance be passed **authorizing and directing the City Manager to purchase 240,000 pounds, more or less, of ferrous chloride solution from Kemira Water Solutions, Inc., of Lawrence, Kansas, for use at the Waste Water Treatment Plant during the calendar year 2016;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

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

H. [ORDINANCE NO. 15-180](#): It is requested an ordinance be passed **authorizing and directing the City Manager to purchase 70,000 pounds, more or less, of polymer liquid from SNF Polydyne, Inc., of Riceboro, Georgia, for use at the Waste Water Treatment plant during the calendar year 2016;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

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

CITY MANAGER'S REPORT

Eric Wobser said **city offices will be closed on November 26 – 27 in observance of the Thanksgiving holiday** and wished everyone a safe and happy holiday. Eric Wobser asked people to be cognizant of supporting local businesses now and throughout the year.

Eric Wobser said as part of the **Bicentennial Visioning process, a staff retreat will be held on November 30** from 8:30 a.m. – 1 p.m., and some city offices will be closed in order to participate.

Eric Wobser said an **orientation session** will be held tomorrow with the Commissioners-Elect, Kelly Kresser, Trevor Hayberger, Hank Solowiej, and looks forward to his first orientation process as City Manager. Eric Wobser thanked Kelly Kresser for organizing this session.

Bob McCarthy, Remember Cruisin' Car Club, presented three donations to the City of Sandusky for the skate park facility (\$500), the Cookie House in Washington Park (\$500), and for park beautification (\$500). **Upon motion of Jeff Smith and second of Scott Schell, the commission voted to accept these donations. The President declared the motion passed.**

Upon motion of Scott Schell and second of Jeff Smith, the commission voted to accept a donation in the amount of \$321.42 from the Sandusky Eagles Club to be utilized for the K-9 Fund. The President declared the motion passed.

Upon motion of Jeff Smith and second of Scott Schell, the commission voted to accept a donation of 24 Fareboxes from Laketrans, the regional transit operator in Lake County, Ohio, for the Sandusky Transit System. These Fareboxes will be used to improve security on our vehicles and the safety of our drivers and passengers. The President declared the motion passed.

Eric Wobser said **the city has issued emergency demolition notices to the owners of the former American Crayon factory and other parties having an interest.** These orders have been issued due to increased deterioration and safety concerns with the facility. The owners have been ordered to demolish the structure and their failure to do so will result in the city expeditiously causing the building to be demolished and the debris removed in order to abate the safety and structural concerns. The city is moving to complete asbestos testing at the facility in the near future. If no effort is made by the owners to demolish the structure, the city will quickly move forward with the demolition. Eric Wobser said the city absolutely intends to demolish this structure and place a lien to recover as much of the costs as possible so the average taxpayer is not overly burdened by the emergency created. Eric Wobser thanked Matt Lasko and Dave Degnan for their involvement in this collaborative effort. Dennis Murray asked the process by which the city collects on this lien and if we can begin foreclosure proceedings shortly after the demolition. Eric Wobser said he believes the plan is to complete demolition, place the lien, and immediately begin foreclosure proceedings. Trevor Hayberger said the city will begin this process as soon as possible and the only hitch would be determining ownership. Eric Wobser said the property owners could begin demolition on their own to avoid this, or alternatively, could donate the property to the City of Sandusky rather than go through a very lengthy foreclosure process.

Eric Wobser said **Sgt. Tracy Susana graduated from the Police Executive Leadership College (PELC)** on November 20. PELC is a three-week course presenting key executives leadership topics and how to practically apply leadership concepts. It is based on the premise that leadership skills can be learned and that given the opportunity for feedback and practice, executives can substantially improve their abilities to lead.

Eric Wobser said the **Police Department will be assisting Santa with the Christmas lighting ceremony on November 27. Jason Werling and his family will be operating The Red Wagon during the Christmas Lighting Ceremony** on behalf of the United Way of Erie County.

Eric Wobser said **the Fire Department is working in collaboration with the Volunteers of America and Heartbeat of Erie County to provide Christmas gifts to children** ages 12-18 years of age. Items can be taken to the Central Fire Station on Market Street no later than December 7, 2015. All gifts should be in new or mint condition, and unwrapped.

Eric Wobser said **2005 and 2007 various purpose refunding bonds** were priced on November 4, 2015, with the underwriter. The total gross debt service savings achieved was about \$581,000 and thanked Hank Solowiej for making this savings possible.

Eric Wobser said **water and sewer rates will increase with the January, 2016 billing cycle**. Information regarding the annual rate increases through 2021 are available on the city's website.

Eric Wobser reminded **property owners of vacant dwellings** to turn their water off if they expect these to remain vacant and unoccupied during the winter months. Contact the Customer Accounting office at 419.627.5893 in order to prevent water lines from freezing and breaking which can lead to costly repairs.

Eric Wobser said **property and easement acquisition** has been completed for the **east end sewer project** and those interested in receiving regular updates on this project can contact Megan Stookey - mstookey@ci.sandusky.oh.us - to be added to the email distribution list.

Eric Wobser said bids are due November 25 for the Surf's Up demolition and we look forward to bringing the results to commission at an upcoming meeting.

Eric Wobser said **asbestos results have been received for eight residential properties**. In late November, bids will be requested in order to move these properties forward for demolition. We will be accepting proposals for asbestos testing on another seven structures and will keep the City Commission updated as we receive those results.

Eric Wobser said **Requests for Proposals have been released for the Shoreline Park and Dorn Park concession stands**. Anyone interested in operating one of these concessions may contact Victoria Kurt at 419.627.5886, or via email: vkurt@ci.sandusky.oh.us. Proposals are due December 10 at 12 p.m.

Eric Wobser said **Mills Creek Golf Course will be running a Holiday special for 2016 season passes**. With the purchase of one season pass, the purchaser will receive a \$25 gift certificate good for the 2016 season. Contact Victoria Kurt at 419.627.5886 with questions or to obtain information about how to purchase a pass.

OLD BUSINESS

None.

NEW BUSINESS

Upon motion of Dick Brady and second of Scott Schell, the commission voted to hold an executive session regarding Collective Bargaining agreements with the FOP, IAFF and AFSCME unions. Roll call on the motion: Yeas: Dick Brady, Scott Schell, Dennis Murray, Wesley Poole, Jeff Smith and Naomi Twine, 6. The President declared the motion passed.

Dennis Murray said the **Public Hearing for the proposed code amendments regarding brewpubs, microbrewery/micro-distilleries and large breweries will take place at the December 28 meeting**. This was originally announced to be held at the first meeting in December.

Upon motion of Wes Poole and second of Scott Schell, the commission voted to hold a Public Hearing on January 15, 2016, regarding a zone change for property located at 302 Superior Street. The President declared the motion passed.

Upon motion of Scott Schell and second of Wes Poole, the commission voted to hold a Public Hearing on December 28 regarding the city's Master Plan and Bicentennial Plan. The President declared the motion passed.

AUDIENCE PARTICIPATION

Sharon Johnson, 1139 Fifth Street, said she attended a special commission meeting regarding the Comprehensive Plan and no one has discussed this at the table and would like some input from the City Commissioners. Sharon Johnson said she is not happy with what she saw and in the plans and there is going to be a parking lot where the Sandusky Bay Pavilion is currently located and the Pavilion will be moved across the street. The City Manager has not explained how this is supposed to operate and was told this land could not be converted for another city-owned property. Dennis Murray said there were two public meetings and appreciated those who attended. During the course of these meetings, recommendations were made by the consultant for a Master Plan and Strategic Plan which have not yet been adopted and the city will have further discussion about them. The adoption of a plan does not mean that any one or more of the particular items will be accomplished at any point in the future. This would require specific legislation. Dennis Murray said he and others expressed reservations about the Sandusky Bay Pavilion property and the city will continue to have dialogue with the public and staff to determine what each of these components consist of. The Master Plan to be adopted will serve the city for many years to come and there will be a lot of discussion. Eric Wobser said in addition to the Planning Commission meeting and the special City Commission meeting, there will be a public meeting on December 10 to roll this out to the public. We have been very active in soliciting feedback and will continue to build public awareness and get feedback about this plan. Sharon Johnson said the rental registration should be discussed at the table rather than behind closed doors. Dennis Murray said he does not agree with this characterization and spoke at length tonight about why he supports this particular legislation, and has indicated there will be further discussion between now and the next meeting with the landlords. This is how the process works; legislation is presented and public feedback is taken.

At 6:43 p.m., the President announced a recess of the regular session. At 6:50 p.m., the commission went into executive session. At 7:30 p.m., the commission returned to open session and the President announced the meeting was adjourned.

Kelly L. Kresser, CMC
Clerk of the City Commission

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