

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

The clerk called **the roll** and the following Commissioners responded: Dave Waddington, Naomi Twine, Nikki Lloyd, Dennis Murray, Dick Brady and Wes Poole. NOTE: Greg Lockhart arrived at 5:25 p.m.

City staff present: Dave Degnan– Fire Chief, John Orzech – Police Chief, Aaron Klein – Public Works Director, Maria Muratori – Economic Development Specialist, Angela Byington – Director of Neighborhood Development & Planning, Brad Link – Director of Public Services, Don Rumbutis – IT, Stuart Hamilton – IT Manager, Trevor Hayberger – Acting Law Director, Hank Solowiej – Finance Director, Eric Wobser – City Manager and Kelly Kresser – Commission Clerk.

Upon motion of Dave Waddington and second of Naomi Twine, the Commission voted to approve the minutes of January 11, 2016, meeting and dispense with the formal reading. The President declared the motion passed.

AUDIENCE PARTICIPATION

None.

PRESENTATION

Maria Muratori, Economic Development Specialist, provided information regarding **the city's new economic development programs for program year 2016**. The economic toolkit is comprised of financial elements and other assistance including programs specific to the city in addition to the Revolving Loan Fund, the Micro-enterprise loan programs and tax abatements. Other items to be utilized include connecting building owners with space available to those looking for it. This will allow for idle properties to be placed into the hands of buyers who would like to develop and market them. Funding for these programs will be equal to one half of one percent of admissions taxes which are expected to be approximately \$450,000 in 2016. The program is divided into three categories:

1. substantial redevelopment (loans) – large-scale projects costing in excess of \$500,000 in total; can be used for real estate acquisition, environmental remediation, demolition, construction costs and catalytic projects (anchor projects, stand-alone attractions and projects with large, vacant properties or with vacant upper floors); these projects must be greater than \$500,000 and cannot be in excess of \$100,000 or ten percent of the total project costs;
2. building façade and signage improvements (grants): comprehensive enhancements to primary building facades and sign improvements not in excess of \$50,000 per project or sixty percent of total project costs; the limit for signage is \$3,500 or sixty percent of the total project costs;
3. small business assistance (grants) – market and environmental studies, architectural drawings, cost estimates, construction costs, signage and façade enhancements, or purchase of inventory and capital equipment; city assistance cannot be in excess of \$15,000 per project or sixty percent of the total project costs, whichever is less.

Applicants can seek approval by administrative bodies including the Downtown Design Review Committee or the Planning Commission. A portion of the total dollars (approximately \$50,000) will be allocated to market the program and the city itself. Throughout the strategic planning process, the need for increased marketing was a common theme from a variety of stakeholders and these dollars will be used to help attract residents and employers to Sandusky via videos, written publications, public relations, social media and the city's website to communicate directly to those persons. The approval process includes accepting completed applications throughout the year, a staff review of these documents for recommendations to be made, presentation to the Economic Development Review Committee, approval of applications by the City Commission if greater than \$10,000, and an annual review of programs and allocation of dollars. The Economic Development Review Committee will be made up of one staff

representative, one City Commission liaison and three representatives from the business community. The liaison will be appointed by the Commissioners while the remainder will be appointed by the City Manager. Dick Brady asked how a recipient of these programs can start the ball rolling and Maria Muratori said upon approval by the commission, the guidelines will be distributed to interested persons and the process started. Dennis Murray said this is a well-considered plan and said having these resources available is a great thing to have. After increasing the admissions tax, these monies were specifically set aside for economic development and it is good to have as seed capital to contribute to the local economy. Wes Poole said he concurs but asked about the \$50,000 marketing budget which he is not supportive of immediately as he is not comfortable with tacitly approving this amount without any suggested input on expenses. Eric Wobser said this point is well taken and is asking for commission support for the general goals of the program, but many pieces will require legislation as we move forward, including this \$50,000 and a total budget. Eric Wobser said he promises with this general support, any marketing program will be deliberate and thoughtful with the direction and feedback from the City Commission. Dennis Murray suggested Eric Wobser reach out to the City Commissioners soliciting their input with regard to appointing members to the Economic Development Review Committee.

Upon motion of Naomi Twine and second of Dick Brady, the commission voted to support the overall goals of the economic development programs. The President declared the motion passed.

PUBLIC HEARING

Dennis Murray opened a Public Hearing regarding a request to amend the zoning map at 302 and 402 Superior Street. Casey Sparks said this request involves an application to rezone 302 and 402 Superior Street from General Manufacturing to Public Facility. The General Manufacturing zoning district was replaced when the former Vulcan Materials property was sold to the City of Sandusky and Erie County for the purposes of relocating the combined Erie County Health District. The current facility operates clinic and health department services to citizens each day and approval would allow the existing institutional use to conform to the additional use for a detoxification center. This application would need to receive separate site plan approval through the Planning Commission. Pete Schade, Erie County Health Commissioner, said as a health department, there is a need to continue the prevention of illness and disease for the community. This potential rezoning will allow adding to primary care, the dental facility and a detoxification unit to provide medically supervised detoxification for heroin, opioid or alcohol addiction. Currently, there is no medically supervised arena in the local community for this purpose. This will be matched with other components of the continuum of care.

Dennis Murray asked if anyone wished to speak regarding this proposed change.

Charlene Adams, Center for Cultural Awareness, said she supports this zoning change and is a licensed independent chemical dependency counselor with clinical supervision and in the region, there is not a medical detoxification location and this is important.

John Orzech, Police Chief, said there have been discussions taking place for a couple of years with other law enforcement agencies and they are in support of this.

Dennis Murray said he recently took a tour of the updated facility and the ECHD is a low cost, lean provider for services and provides a great service. In Erie County, there is a joint Board of Health and this is part of our government and encourages the new commissioners to tour this critical care facility.

There being no further questions or comments, the President declared the Public hearing closed.

CURRENT BUSINESS

Upon motion of Dave Waddington and second of Wes Poole, the commission voted to accept all communications. The President declared the motion passed.

SECOND READING

ITEM #1 – Submitted by Eric Wobser, City Manager

APPROVAL OF THE BICENTENNIAL VISION/STRATEGIC PLAN

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

ORDINANCE NO. 16-003: It is requested an ordinance be passed approving and adopting the Bicentennial Vision/Strategic Plan for the City of Sandusky.

Upon motion of Wes Poole and second of Dave Waddington, the commission voted to approve this ordinance at second reading. Roll call on the ordinance: Yeas: Dave Waddington, Naomi Twine, Nikki Lloyd, Dennis Murray, Dick Brady, Greg Lockhart and Wes Poole, 7. The President declared the ordinance passed at second reading.

ITEM #2 – Submitted by Casey Sparks, Assistant Planner

REZONING OF 302 & 420 SUPERIOR STREET

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

PASSED AT FIRST READING: It is requested an ordinance be passed amending the official zone map of the City of Sandusky to rezone two parcels from General Manufacturing District to Public Facility District.

Upon motion of Naomi Twine and second of Wes Poole, the commission voted to approve this ordinance at first reading. Roll call on the ordinance: Yeas: Dave Waddington, Naomi Twine, Nikki Lloyd, Dennis Murray, Dick Brady, Greg Lockhart and Wes Poole, 7. The President declared the ordinance passed at first reading.

ITEM #3 – Submitted by Amanda McClain, Paralegal

SALE OF PROPERTY LOCATED AT 914 A STREET

Budgetary Information: The cost associated with this purchase and sale agreement is the total amount of the title examination, deed preparation, transfer fees and any other customary fees that may be due and payable in the ordinary course of the sale and purchase transaction. The city will recoup the cost of the expenses from the nonrefundable earnest money deposit required to be paid by the purchaser. The taxing districts will begin collecting approximately \$83.28 per year in real estate taxes.

ORDINANCE NO.16-004: 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 #58-02693.000, located at 914 A 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 Dave Waddington and second of Naomi Twine, the commission voted to approve this ordinance under suspension of the rules and in accordance with Section 14 of the city charter. Roll call on the motion: Yeas: Dave Waddington, Naomi Twine, Nikki Lloyd, Dennis Murray, Dick Brady, Greg Lockhart and Wes Poole, 7. Roll call on the ordinance: Yeas: Dave Waddington, Naomi Twine, Nikki Lloyd, Dennis Murray, Dick Brady, Greg Lockhart and Wes Poole, 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 Amanda McClain, Paralegal

SALE OF PROPERTY LOCATED AT 2242 WILBERT STREET TO HABITAT FOR HUMANITY

Budgetary Information: The cost associated with this purchase and sale agreement is the total amount of the title search, lot combination and survey, closing costs, deed preparation and any other customary fees that may be due and payable in the ordinary course of the sale and purchase transaction. The city will recoup the cost of the expenses from the sale. The taxing

districts will begin collecting approximately \$303.25 per year in real estate taxes, which will increase once construction of the residence is completed.

ORDINANCE NO. 16-005: 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 No's. 58-01690.000 & 58-01689.000, located at 2242 Wilbert Street are no longer needed for any municipal purpose and authorizing the execution of a purchase agreement with respect to that real property**; and declaring that this ordinance shall take effect in accordance with Section 14 of the city charter.

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

Discussion: Dave Waddington said two parcels of vacant property are to be combined for Habitat for Humanity; he lives near a Habitat home on McKinley Street and this protects the neighborhoods. This previously was a home with a vacant lot on either side and it now enhances the property values and he supports this.

Roll call on the motion: Yeas: Dave Waddington, Naomi Twine, Nikki Lloyd, Dennis Murray, Dick Brady, Greg Lockhart and Wes Poole, 7. Roll call on the ordinance: Yeas: Dave Waddington, Naomi Twine, Nikki Lloyd, Dennis Murray, Dick Brady, Greg Lockhart and Wes Poole, 7. The President declared the ordinance passed under suspension of the rules and in accordance with Section 14 of the city charter.

ITEM #5 – Submitted by Amanda McClain, Paralegal

ACCEPTANCE OF TWELVE PARCELS OF LAND THROUGH LAND REUTILIZATION PROGRAM

Budgetary Information: The cost of this acquisition will be approximately \$821 to pay for the title exams and transfer fees, but will be recouped upon the sale of the parcels. The city will not collect the \$17,810.05 owed to the city in special assessments, nor will the taxing districts collect the \$39,673.87 owed in delinquent taxes. However, all or part of this cost may be recouped and reimbursed upon the sale of the parcels. As the properties are put back into tax producing status, the taxing districts will once again begin collecting real estate taxes in the amount of approximately \$7,382.90 per year.

RESOLUTION NO. 004-16R: 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 will take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Dave Waddington and second of Nikki Lloyd, the commission voted to approve this resolution under suspension of the rules and in accordance with Section 14 of the city charter.

Discussion: Amanda McClain said these properties are in foreclosure because of delinquent taxes with three unbuildable lots and are eligible for the mow-to-own program. Two of them will be buildable lots to market for future development, and the rest are vacant structures. All of these are pretty decent and perhaps eligible for rehab although they need to be inspected. Dennis Murray said there has been good success in the past and properties are being placed in the hands of homeowners.

Roll call on the motion: Yeas: Dave Waddington, Naomi Twine, Nikki Lloyd, Dennis Murray, Dick Brady, Greg Lockhart and Wes Poole, 7. Roll call on the resolution: Yeas: Dave Waddington, Naomi Twine, Nikki Lloyd, Dennis Murray, Dick Brady, Greg Lockhart and Wes Poole, 7. The President declared the resolution passed under suspension of the rules and in accordance with Section 14 of the city charter.

ITEM #6 – Submitted by Matt Lasko, Chief Development Officer

PURCHASE OF PROPERTY LOCATED AT 707 WARREN STREET

Budgetary Information: The city will be responsible for incurring approximately \$70,000 (\$65,000 for the acquisition and \$5,000 for due diligence and closing costs) to be paid from

Community Development Block Grant program funds and/or Economic Development capital projects fund.

ORDINANCE NO. 16-006: It is requested an ordinance be passed **authorizing and directing the City Manager to enter into a purchase and sale agreement to purchase property located at 707 Warren Street and identified as Parcel No. 57-04578.000 for the purpose of neighborhood stabilization and future development opportunities**; 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 Dave Waddington, the commission voted to approve this ordinance under suspension of the rules and in accordance with Section 14 of the city charter.

Discussion: Dave Waddington said he looked at this property and walking the old railroad spur from Columbus Avenue, this goes right to Warren Street and Huron Park and could then tie into Shoreline Park. This property may potentially also be utilized as the site of a restroom rather than using port-a-potties. Eric Wobser said this is one of the areas on the tour during the Bicentennial visioning process and most of the properties required are either already under the city's control or could be under an easement as an entry point into the city. This property was on the market and we negotiated as much as we possibly could to get a fair price. Eric Wobser commended Matt Lasko and his team who were involved in the transaction. Dick Brady said he is extremely supportive of this and said having money available makes a difference to be able to do these kinds of things. One concern he has heard is the property was previously used as a gas station and a Phase I or Phase II environmental assessment should be done. Eric Wobser said the city will do its environmental due diligence prior to any reuse of the property.

Roll call on the motion: Yeas: Dave Waddington, Naomi Twine, Nikki Lloyd, Dennis Murray, Dick Brady, Greg Lockhart and Wes Poole, 7. Roll call on the ordinance: Yeas: Dave Waddington, Naomi Twine, Nikki Lloyd, Dennis Murray, Dick Brady, Greg Lockhart and Wes Poole, 7. The President declared the ordinance passed under suspension of the rules and in accordance with Section 14 of the city charter.

ITEM #7 – Submitted by Matt Lasko, Chief Development Officer

AMENDMENT TO CHAPTER 145 OF SANDUSKY CODIFIED ORDINANCES

Budgetary Information: The newly created position would be funded from rental registration and inspection fees and will have no effect on the general fund.

ORDINANCE NO. 16-007: It is requested an ordinance be passed **amending Part One (Administrative Code), Title Five (Officers and Departments), Chapter 145 (Employee Provisions), Section 145.04 (Pay Classifications – administrative, confidential, management, supervisory, Municipal Court, professional officers and employees) of the codified ordinances of the City of Sandusky, 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 Naomi Twine and second of Dave Waddington, the commission voted to approve this ordinance under suspension of the rules and in accordance with Section 14 of the city charter.

Discussion: Eric Wobser said there is a need to hire an additional person as well two additional code enforcement officers with the new rental registration legislation. This would be funded through the fees collected. This updated legislation will update these positions and allow the city to hire and run our rental registration program. Dennis Murray recalled several years ago, the city did a case study which helped with classifications and might be something we want to take a look at as a comparison with other communities. Trevor Hayberger said this legislation will be updated in the near future for the other positions and salary ranges.

Roll call on the motion: Yeas: Dave Waddington, Naomi Twine, Nikki Lloyd, Dennis Murray, Dick Brady, Greg Lockhart and Wes Poole, 7. Roll call on the ordinance: Dave Waddington, Naomi Twine, Nikki Lloyd, Dennis Murray, Dick Brady, Greg Lockhart and Wes Poole, 7. The

President declared the ordinance passed under suspension of the rules and in accordance with Section 14 of the city charter.

ITEM #8 – Submitted by Arielle Blanca, Community Development Manager

APPROVAL OF HOUSING REVOLVING LOAN FUND ADMINISTRATION AGREEMENT WITH STATE OF OHIO

Budgetary Information: There is no expenditure related to this item and there will be no impact on the general fund.

RESOLUTION NO. 005-16R: It is requested a resolution be passed **authorizing and directing the City Manager to enter into a housing revolving loan fund administration agreement with the State of Ohio, Development Services Agency;** 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 Nikki Lloyd, 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: Dave Waddington, Naomi Twine, Nikki Lloyd, Dennis Murray, Dick Brady, Greg Lockhart and Wes Poole, 7. Roll call on the resolution: Dave Waddington, Naomi Twine, Nikki Lloyd, Dennis Murray, Dick Brady, Greg Lockhart and Wes Poole, 7. The President declared the resolution passed under suspension of the rules and in accordance with Section 14 of the city charter.

ITEM #9 – Submitted by Stuart Hamilton, IT Manager

APPROVAL TO PURCHASE OFFICE 365 SUBSCRIPTION LICENSING FROM INSIGHT PUBLIC SECTOR

Budgetary Information: The cost for this service for a 12-month period will be \$17,128.35 and will be paid by the capital projects fund in the amount of \$8,564.17, by the water fund in the amount of \$4,282.09 and by the sewer fund in the amount of \$4,282.09.

ORDINANCE NO. 16-008: It is requested an ordinance be passed **authorizing and directing the City Manager to expend funds for the subscription licensing for Microsoft Office 365 for government from Insight Public Sector of Hanover Park, Illinois, for the city's e-mailing system;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Dave Waddington and second of Nikki Lloyd, 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 this is the service portion of our email system and originally was going to be a monthly charge.

Roll call on the motion: Yeas: Dave Waddington, Naomi Twine, Nikki Lloyd, Dennis Murray, Dick Brady, Greg Lockhart and Wes Poole, 7. Roll call on the ordinance: Yeas: Dave Waddington, Naomi Twine, Nikki Lloyd, Dennis Murray, Dick Brady, Greg Lockhart and Wes Poole, 7. The President declared the ordinance passed under suspension of the rules and in accordance with Section 14 of the city charter.

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

PERMISSION TO BID CALDWELL STREET RECONSTRUCTION, PHASE I

Budgetary Information: The estimated cost of the project, including engineering, inspection, advertising and miscellaneous expenses is \$175,000 and will be paid with FY 2015 Community Development Block Grant funds.

RESOLUTION NO. 006-16R: It is requested a resolution be passed **declaring the necessity for the city to proceed with the proposed Caldwell Street reconstruction project, Phase I; approving the specifications and engineer's estimate of cost thereof; and directing the City Manager to advertise for and receive bids in relation thereto;** and declaring that this Resolution 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 resolution under suspension of the rules and in accordance with Section 14 of the city charter.

Discussion: Dick Brady said the commission discussed this and had the opportunity to do this project when he served previously on the commission. The city would have had to borrow the money, but we did not have the ability to repay the dollars; it is good to have the money to be able to do this now as it is long overdue.

Roll call on the motion: Yeas: Dave Waddington, Naomi Twine, Nikki Lloyd, Dennis Murray, Dick Brady, Greg Lockhart and Wes Poole, 7. Roll call on the resolution: Yeas: Dave Waddington, Naomi Twine, Nikki Lloyd, Dennis Murray, Dick Brady, Greg Lockhart and Wes Poole, 7. The President declared the resolution passed accordance with Section 14 of the city charter.

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

EXTENSION OF CONTRACT FOR CITY UNIFORMS

Budgetary Information: Funds for the payment of this service are included in the operating budgets for each department.

ORDINANCE NO. 16-009: It is requested an ordinance be passed **authorizing and directing the City Manager to enter into a ten-month contract extension with Cintas Corporation of Sandusky, Ohio, for the supply and service of uniforms for city personnel for the period of April 1, 2016 through January 31, 2017;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Dave Waddington and second of Naomi Twine, the commission voted to approve this ordinance under suspension of the rules and in accordance with Section 14 of the city charter. Roll call on the motion: Yeas: Dave Waddington, Naomi Twine, Nikki Lloyd, Dennis Murray, Dick Brady, Greg Lockhart and Wes Poole, 7. Roll call on the ordinance: Yeas: Dave Waddington, Naomi Twine, Nikki Lloyd, Dennis Murray, Dick Brady, Greg Lockhart and Wes Poole, 7. The President declared the ordinance passed under suspension of the rules and in accordance with Section 14 of the city charter.

ITEM #12 – Submitted by Troy Vaccaro, Fleet Maintenance Chief Foreman

DISPOSAL OF PERSONAL PROPERTY AND EQUIPMENT VIA INTERNET AUCTIONS FOR CY 2016

Budgetary Information: The city is responsible for the disposition of unneeded personal property to promote operational efficiency. Using public internet auction for the disposal of unneeded vehicles and equipment will generate more revenue and make items available to a larger community of potential buyers. Proceeds from sales will be deposited into the Department's account that was financially responsible for the asset.

RESOLUTION NO. 007-16R: It is requested a resolution be passed **declaring the intent of the City of Sandusky to dispose of personal property and equipment as having become obsolete, unnecessary or unfit for city use through internet auctions during the CY 2016;** 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 Nikki Lloyd, 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: Dave Waddington, Naomi Twine, Nikki Lloyd, Dennis Murray, Dick Brady, Greg Lockhart and Wes Poole, 7. Roll call on the resolution: Yeas: Dave Waddington, Naomi Twine, Nikki Lloyd, Dennis Murray, Dick Brady, Greg Lockhart and Wes Poole, 7. The President declared the resolution passed under suspension of the rules and in accordance with Section 14 of the city charter.

ITEM #13 – Submitted by Brad Link, Director of Public Services

RESOLUTION OF NECESSITY FOR 2016 TREE REMOVAL & TRIM PROJECT

Budgetary Information: The engineer's estimate for this project is \$59,100 and will be paid from the capital projects fund. This project was made possible through Issue 8 funding.

RESOLUTION NO. 008-16R: It is requested a resolution be passed **declaring the necessity for the city to proceed with the proposed 2016 tree removal and trim 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;** and declaring that this resolution shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Nikki Lloyd 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: Wes Poole is happy seeing this work contracted out and wants assurance city staff members will continue to take care of trees not on this list. Brad Link said this is the second phase for tree removal and trimming since completion of the study by Erie Soil & Water. We will continue to maintain other trees in the city and our in-house properties in our parks and on city properties.

Roll call on the motion: Yeas: Dave Waddington, Naomi Twine, Nikki Lloyd, Dennis Murray, Dick Brady, Greg Lockhart and Wes Poole, 7. Roll call on the resolution: Yeas: Dave Waddington, Naomi Twine, Nikki Lloyd, Dennis Murray, Dick Brady, Greg Lockhart and Wes Poole, 7. The President declared the resolution passed under suspension of the rules and in accordance with Section 14 of the city charter.

ITEM #14 – Submitted by Brad Link, Director of Public Services

PURCHASE OF COLUMBARIUM FROM BALCONI MONUMENTS, INC. FOR OAKLAND CEMETERY

Budgetary Information: This purchase in the amount of \$32,874 will be paid for out of the Ridgeview Columbarium endowment.

ORDINANCE NO. 16-010: It is requested an ordinance be passed **authorizing and directing the City Manager to purchase a columbarium from Balconi Monuments, Inc., of Sandusky, Ohio, for the Oakland Cemetery;** 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 Dave Waddington, the commission voted to approve this ordinance under suspension of the rules and in accordance with Section 14 of the city charter.

Discussion: Brad Link said this columbarium will be used for cremated remains which are in an above-ground niche. The current columbarium is almost at capacity and this will add additional spaces. Dick Brady asked about the history of this endowment and Brad Link said he did not know, but will look into this.

Roll call on the motion: Yeas: Dave Waddington, Naomi Twine, Nikki Lloyd, Dennis Murray, Dick Brady, Greg Lockhart and Wes Poole, 7. Roll call on the ordinance: Yeas: Dave Waddington, Naomi Twine, Nikki Lloyd, Dennis Murray, Dick Brady, Greg Lockhart and Wes Poole, 7. The President declared the ordinance passed under suspension of the rules and in accordance with Section 14 of the city charter.

ITEM #15 – Submitted by Kelly Kresser

APPROVAL OF LIQUOR PERMIT TRANSFER

A request was 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.) and D3 (spirituous liquor for on premises consumption only until 1 a.m.) liquor permits from Tony GS Bar & Grill LLC to Luco-West Properties, LLC dba Luco-West Bar & Grill, 922 West Adams Street, Sandusky. It is requested the Commission Clerk notify the Ohio Division of Liquor Control the city does not request a hearing regarding this transfer.

Upon motion of Dave Waddington and second of Wes Poole, the commission voted for the Commission Clerk to notify the Ohio Division of Liquor Control the city does not request a

hearing regarding this transfer. Roll call on the motion: Yeas: Dave Waddington, Naomi Twine, Nikki Lloyd, Dennis Murray, Dick Brady, Greg Lockhart and Wes Poole, 7. The President declared the motion passed.

CITY MANAGER'S REPORT

Upon motion of Dave Waddington and second of Wes Poole, the commission voted to accept a donation of ten firearms and one sword from the late George Mylander for the Police Department. John Orzech said it was the wish of George Mylander for the Police Department to take possession of these items upon his death. The President declared the motion passed.

Eric Wobser said there are **several full-time positions available with the City of Sandusky** including: Assistant Plant Operator at Waste Water Pollution Control, Shift Operator II at Big Island Water Works, Fleet Mechanic in Public Services, Housing Manager in Community Development and the position of Law Director. The committee to choose the city's new Law Director met and had a great start and is hopeful to make a recommendation by the end of March.

Eric Wobser said **the city is partnering with Sandusky City Schools and hosting an intern through their Global Internship Experience program**. During the spring semester, the City Manager's Office and the Public Services Department will be sharing an intern with an interest in business management.

Eric Wobser requested a motion to **donate water for the eleventh annual Polar Plunge** put on by our Police Department. This event takes place January 30 at the Thirsty Pony and proceeds benefit Special Olympics Ohio.

Upon motion of Naomi Twine and second of Dick Brady, the commission voted to allow the city to donate water for this event. The President declared the motion passed.

Eric Wobser said it has come to his attention many cities have **banned smoking in public parks** and ultimately is presenting this concept to explore a program for Sandusky. This is under consideration to determine if it makes sense for us and if we would like to gather input over time.

Eric Wobser said **infrastructure recommendations have been made through the Comprehensive Plan and as a result, these may have an impact on special events**. In an effort to accommodate these events, an internal committee has been created to recommend comprehensive changes and create a good plan in how to grow. Dennis Murray said it is incredibly important to do this as the downtown has evolved and there are a lot of new stakeholders in the area and an open and deliberative process is necessary.

Eric Wobser asked the commission to affirm the **appointments of the following persons to different boards and commissions:**

- Erie County Board of Health - Dr. Marsha Cooper for a term expiring December 31, 2020
- Housing Appeals Board – Janice Warner, Dana Gamblin and Frank Valli for terms expiring December 31, 2018
- Income Tax Board of Review – Keri May for a term expiring December 31, 2017
- Plumber Examining Board – Mark Dunn, John Luipold, John Zoellner and Dave Swander for terms expiring December 31, 2016

Upon motion of Dave Waddington and second of Naomi Twine, the commission voted to reappoint these persons for the respective terms as outlined. The President declared the motion passed.

Eric Wobser said **Leadership Erie County (LEC), formerly known as LEADS, has notified us they have taken on raising funds for a new K9 Officer, as a class project.** With the retirement of K9 Justice at the end of 2015, we will look to purchase a new K9, once funds are in place and thanked LEC for their leadership on this project.

Eric Wobser said the Sandusky Police Department is currently in early discussions with a company that has **hardware and software called ShotSpotter.** The product triangulates shots fired within the zones that are covered within the city. There are several funding sources that can potentially be pursued and requested approval to start seeking grants and funding sources. John Orzech said this company would utilize our data from 2014 and 2015 to designate “hot zones”. These areas would cover a one-square mile area for three contiguous miles. These are acoustic sensors which are mounted on tops of different buildings based on a certain number in each square mile. When a shot goes off, ShotSpotter triangulates it and information is sent to the headquarters in California where, within 60 seconds, a determination is made that it was a gun firing and information is relayed to the Dispatchers, cruiser mobile data terminals and phones identified as to where - within an extremely small area - to respond based upon where the actual shot was fired. ShotSpotters have staff members who are experts and available to testify at trials. There are several cities in Ohio now using this technology as well as approximately 60 square miles New York City which has realized 31 handgun seizures since March, 2015. The City of Canton has two officers who are specifically assigned to ShotSpotter and work their shifts around viable times and areas. John Orzech said he would like to look into available funding sources for this. Eric Wobser said from a crime perspective there are three things that have come out through the planning process: 1) drug addiction issues; 2) gunshots; and 3) quality of life and youth-related issues. The nuisance call program, the Community Impact Officer and other quality of life issues are steps being taken to reduce incidences relating to these points.

Upon motion of Dave Waddington and second of Naomi Twine, the commission voted to authorize the city to seek grants and other funding sources for the ShotSpotter program. The President declared the motion passed.

Eric Wobser said **Camp 911** took place on Sunday, January 24 in collaboration with our Recreation and Police Departments. This camp offered a one-day experience on what it is like to work in safety services and commended those who participated.

Eric Wobser said **Finance Director Hank Solowiej has enrolled in a 3.0 credit hour School Law and Ethics graduate course** at Ashland University for the spring semester. The course will expand his knowledge base in school finance and law as the city invests in long-term partnerships with the Sandusky City School District. This is consistent with the “Strengthen Regional Partnerships” and “Support Primary Education Efforts” initiatives of the Vibrant City priority area in our 2016 - 2020 Strategic Vision.

Eric Wobser said **Remington Avenue will be closed from Laurel Lane to Cleveland Road** for 45 days beginning January 27 in conjunction with the east end sewer separation project and signage for the detour routes is currently in place. The Sandusky City Schools and Sandusky Transit System will notify their constituents. The city sent this information to the current list of project stakeholders. Wes Poole asked about the bus stop in this area and Eric Wobser said he does not know the specifics, but knows we have been actively engaged in getting this information to STS customers and the school transportation officials.

Eric Wobser said the **Surf's Up demolition** is progressing well and plaques and signs have been preserved and are at the Service Center. We are currently in discussions with Battery Park about re-establishing access to Meigs Street Pier after completion of the demolition.

Eric Wobser said **bids are being accepted until February 5 on the next batch of residential demolitions** which include 627 Decatur Street, 4112 Venice Road, 1001 Wayne Street, 919 A Street, 2026 Tiffin Avenue (garage only), 2124 Forest Drive and 2132 Forest Drive.

Eric Wobser said Peter Gaitan, owner of the **former American Crayon property, submitted demolition plans** on January 21 to secure the property and must start demolition within 60 days of the permit being issued. The city will evaluate the progress of the demolition and will save hundreds of thousands of dollars by having the salvage company address it. The city passed a Resolution in January authorizing the City Manager to abate this nuisance and asked the commission to make a motion to hold this Resolution in abeyance until the City Manager reports back the need to execute the Resolution has come to fruition or the need no longer exists. Peter Gaitan is in the process of resolving the legal issues between him and his partner and ultimately this has helped to move the demolition forward. Eric Wobser said the city still remains greatly concerned with the capacity and resources, but because the city is about to spend a significant portion of its own resources, our goal is to issue the building permit and monitor the demolition very closely. If Mr. Gaitan is unable to complete the demolition, he will return to the commission to remove the order of abeyance and remove the building. One potential risk is we have solicited bids and are in the process of negotiating with the lowest and best bidder and need to find out how long they can keep this process open. If the period of time by which Peter Gaitan is unable to perform the demolition passes and this bidder is unable to honor their bid, there is a possibility we will need to rebid this work.

Upon motion of Wes Poole and second of Greg Lockhart, the commission voted to hold Resolution 001-16R in abeyance.

Discussion: Greg Lockhart said he received a few calls about the demolition and commended Eric Wobser in working so quickly with the property owner to save the city some money and noted many residents feel the same way. Dave Waddington asked if the 60-day window is to assemble equipment for the demolition and Trevor Hayberger said the purpose is to start demolition by securing the area, placing barriers between adjacent properties, removing windows and mechanical components. Dennis Murray said we are weighing public safety with spending a lot of public dollars which could be put to better uses. Dick Brady said the mobilization taking place within 60 days is not for completion; Trevor Hayberger said the demolition must take place within six months of the date the permit was issued. Eric Wobser said the city will monitor to ensure we are seeing progress within these six months. Naomi Twine asked what some of the criteria are and Eric Wobser said he is not an expert on demolition, but criteria is being developed by Matt Lasko and George Poulos. Trevor Hayberger said Born Again Salvage provided a timeline from day one to day sixty, and this would be a template for demolition and the city will make sure they adhere to it on a day-by-day basis. Wes Poole asked if we have background on the company as he has been told they are one of the largest salvage companies in the country and are extremely capable of doing this once the legal issues have been resolved. Trevor Hayberger said he definitely does have the experience to do this work.

Roll call on the motion: Yeas: Dave Waddington, Naomi Twine, Nikki Lloyd, Dennis Murray, Dick Brady, Greg Lockhart and Wes Poole, 7. The President declared the motion passed.

Eric Wobser said **the city has used 219 tons of salt year-to-date, 400 gallons of beet juice and 360 gallons of Brine to aid in ice and snow removal.**

Eric Wobser said **emergency snow street information and the city's snow removal policy was distributed for informational purposes.**

OLD BUSINESS

Dave Waddington said approximately 13 persons attended the first **Coffee with Commissioners meeting** on Saturday and these will continue on the third Saturday of each month.

NEW BUSINESS

Dennis Murray said he would like to discuss when, in the future, the City Manager should notify the commissioners of **disciplinary action against staff members** as he does not want to know about all of these. When someone might be put into danger, is lying or stealing, or when actions may result in publicity, the commission should be notified.

Wes Poole said he has been working in collaboration with the **Sandusky City Schools on recruiting and retention** and they have an event on February 5 recognizing SHS students in Grades 7 – 11 who have tested for college. Additionally, the Great Lakes Visual Performing Arts Academy is performing on February 26.

Upon motion of Dick Brady and second of Naomi Twine, the commission voted to hold an executive session regarding pending litigation. Roll call on the motion: Yeas: Dave Waddington, Naomi Twine, Nikki Lloyd, Dennis Murray, Dick Brady, Greg Lockhart and Wes Poole, 7. The President declared the motion passed.

Upon motion of Dick Brady and second of Naomi Twine, the commission voted to hold an executive session regarding collective bargaining. Roll call on the motion: Yeas: Dave Waddington, Naomi Twine, Nikki Lloyd, Dennis Murray, Dick Brady, Greg Lockhart and Wes Poole, 7. The President declared the motion passed.

AUDIENCE PARTICIPATION

Sharon Johnson, 1139 Fifth Street, thanked the commission for giving the owner of the former American Crayon property a chance to demolish the property and save the city some money. Sharon Johnson said \$400,000 was allotted for economic development with the Issue 8 dollars and in the presentation tonight, \$450,000 was noted as available and asked where the additional money came from. Eric Wobser said one half of one percent of the new admissions tax was to be dedicated toward economic development and we are projecting slightly less than this. Dennis Murray said Cedar Point has been doing very well and this is the reason for the increase. Sharon Johnson said the city bought an eyesore with the property located at 707 Warren Street and asked if there are underground storage tanks at this location. Dave Degnan said he believes these have been removed and will confirm this.

Charlie Gibeaut, 2098 Cleveland Road, said Sandusky Police Department officers have been directing traffic during the East End sewer separation project and asked what this costs as there may be another use for the officers and our cruisers. Aaron Klein said the contractor opted to use law enforcement officers for flaggers even though they are costing more than \$20,000 set in the contract. The cost is \$40 - \$50 per hour for our Police Officer and this cost is being borne by the contractor.

Richard Davie, 115 East Monroe Street, said his vehicle was recently hit by a bicyclist and his mirror was knocked off. His insurance company denied the claim and the cost to repair the mirror is \$237. Bicyclists are on both sides of his street and they do not obey traffic signals and they make their own laws and the police should stop them when laws are broken. Bicycles should be inspected by the City of Sandusky and their serial numbers filed so there is a paper trail.

At 6:53 p.m., the commission recessed the regular session of the meeting. At 7:01 p.m., the commission went into Executive Session. Upon motion of Dick Brady and second of Naomi Twine, the commission returned to open session at 7:25 p.m.

Dennis Murray said he would like to consider the potential **reappointments to different boards and commissions** as outlined in a memorandum issued by Kelly Kresser. Wes Poole said he would like to see **regular attendance records** of those on those on various boards and commissions prior to making decisions about reappointments. Kelly Kresser stated she believes most of the staff persons assigned to the boards track attendance, and the only members she is aware with attendance issues are Matt Morgan (Downtown Design Review Board) due to his work commitments, and Ned Bromm and Jim Jackson (Planning Commission) due to residing out of state during part of the year. Wes Poole asked for attendance records for members of all boards and commissions for the calendar years 2014 and 2015. Kelly Kresser also asked the commission to consider Jason Werling's seat on the Recreation Board as this legislation specifically requires residency. It has been suggested Jason Werling be kept on as an ex-officio member; Wes Poole said he did not wish to make adjustments to our ordinances on a one-on-one basis as this will make things very complicated. Dennis Murray said he, Naomi Twine and

Don Icsman, have discussed changing the makeup of our boards and commissions and does not want to preclude membership simply because of residency.

Upon motion of Dick Brady and second of Nikki Lloyd, the commission voted to reappoint the following persons to the respective board or commission for the terms identified:

ADA Advisory Board

Robert Egger and Martha Thompson for terms ending December 31, 2016; Terry Michaels, Carol Steele, Kathleen Wickens, Diane Corso and Gary Guendelsberger for terms ending December 31, 2017

Audit/Finance Committee

Dan Moncher, Brian Allen and Jim Ruthsatz for terms ending December 31, 2016; Craig Stahl, Dave Hoffman, Brent Gardner and Al Nickles for terms ending December 31, 2017

Board of Zoning Appeals

William Semans for a term ending December 31, 2019 and Kevin Zeiher for a term ending December 31, 2020

CRA Housing Council

George Steinemann, Rick Jeffrey, Gina Deppert, Hank Solowiej and Pete McGory for terms ending December 31, 2018

Cemetery Board

Thomas Darden, Kevin Zeiher, Andy Martin and Matt Leser for terms ending January 31, 2018; Linda O'Malley and Harrison Smith for terms ending January 31, 2019

Downtown Design Review Board

Bob Hare and Erik Anderson for terms ending December 31, 2018

Electrician Examining Board

Dan Fresch, Daniel Hartleib, Kenneth Tunnell and Steve Rucker for terms ending December 31, 2016

Erie Regional Planning Commission

David Miller (*Member*) and John Panzer (*Alternate member*) for terms ending December 31, 2016

Fair Housing Board

Lovey Leavell for a term ending December 31, 2020

Fire Prevention Board of Appeals

Gary Guendelsberger and Scott Mularoni for terms ending January 1, 2021

Human Relations Commission

Dan Leavell, Sr. for a term ending October 10, 2019

Planning Commission

Jim Jackson for a term ending January 18, 2021 and Ned Bromm for a term ending January 18, 2022

Recreation Board

Barbara Rose for a term ending December 31, 2017 and Larry Wren, Tom Sharrah, Tom McKenna and Shawn Coakley for term ending December 31, 2018

Residential Building Code Board of Appeals

Dave Stein and Steve Rucker for terms ending December 31, 2020

Sandusky Tree Commission

Cynthia Ball and John Parker for terms ending December 31, 2017 and Jim Arthur for a term ending December 31, 2018

The President declared the motion passed.

Upon motion of Wes Poole and second of Greg Lockhart, the commission voted to appoint Ed Windau to the Downtown Design Review Board for a term ending December 31, 2018. The President announced the motion passed.

Upon motion of Nikki Lloyd and second of Dave Waddington, the commission voted to appoint Kyle Roth to the Downtown Design Review Board for a term ending December 31, 2018 to replace Matt Morgan. The President declared the motion passed.

Upon motion of Greg Lockhart and second of Dick Brady, the commission voted to adjourn at 7:40 p.m. The President announced the motion passed.

Kelly L. Kresser, CMC
Clerk of the City Commission

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