

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

The clerk called the roll and the following Commissioners responded: Dave Waddington, Dick Brady, Nikki Lloyd, Dennis Murray, Greg Lockhart, Wes Poole & Naomi Twine.

**City staff present:** John Orzech – Police Chief, Dave Degnan - Fire Chief, Aaron Klein – Public Works Director, Matt Lasko – Chief Development Officer, Angela Byington – Director of Neighborhood Development & Planning, Brad Link – Public Service Director, Don Rumbutis – IT, Stuart Hamilton – IT Manager, Justin Harris - Law Director, Hank Solowiej – Finance Director, Eric Wobser – City Manager, Paige Doster – Acting Commission Clerk.

**Upon motion of Dave Waddington and second of Naomi Twine, the Commission voted to approve the minutes of the October 24, 2016, meeting and dispense with the formal reading. The President declared the motion passed.**

### **AUDIENCE PARTICIPATION**

Mark Norman, 1016 Third Street, shared his concern with enforcement of the proposed amendments to Chapter 1129 of the codified ordinances and that the City doesn't have the capacity to enforce the laws on existing violations and now we are expanding to backyards as well. He said there are already many issues, such as porches with refrigerators, stoves and tires, and we don't have the capacity to enforce those issues.

### **PRESENTATIONS**

Anne Spence, Auditor of State's Office, presented an award with distinction to Finance Director, Hank Solowiej and Commission President Dennis Murray on behalf of the City of Sandusky. The **Auditor of State Award with Distinction** is given to those entities that file an annual CAFER and timely financial reports as well as receiving a clean audit report. Ms. Spence said roughly 5800 entities are audited throughout the State of Ohio and approximately only 5% receive this award. It is a true accomplishment and congratulated the City for our hard work.

Hank Solowiej said his team facilitates the process but it is really everyone around the room that gets credit for the award. Hank said he will accept the award on the city's behalf but all of the departments are a part of it, including the Commission with their support. He said taxpayers expect accountability and transparency and feels the city delivers that at the highest level and he is proud the city is recognized for it.

### **PUBLIC HEARING**

**The President opened a Public Hearing regarding proposed amendments to the Planning & Zoning Code to Section 1129.06 (Parking of Recreational Vehicles) of the City of Sandusky's codified ordinances.**

Casey Sparks, Assistant Planner, said in the past year the city has increased their efforts to address code enforcement issues and have designated one specific code enforcement officer to address all of the zoning issues. One of the violations that we continue to see throughout the city is the parking of recreational vehicles in residential neighborhoods. Recreational vehicles include campers, motor homes, boats, trailers, etc. Currently, section 1129.06 states recreational vehicles shall be parked within a completed enclosed structure or within the rear or on a side yard and requires an applicant to seek Planning Commission approval to park any kind of recreation vehicle on a non-solid surface. Staff is recommending to amend Section 1129.06 to allow gravel or other pervious material to be utilized in the rear yard for residential properties for the parking of recreational vehicles with approval from the Planning staff. Staff believes this will give residents a cost effective method for resolving code enforcement issues seen throughout the City. Planning Commission recommended approval of the proposed code amendments to Section 1129.06 earlier this year.

Tim Stookey, 1307 Fifth Street, said he has no problem with what the City wants to do but has some concerns. He asked if the residential use included rental and Dennis Murray said it did.

Tim said he is concerned if the City has enough money, and enough administration to enforce the ordinance.

Mark Norman, 1016 Third Street, said he is concerned some residents will allow people from other communities to park boats on their properties and asked if there is a way to confirm the vehicle is the property owner's and if parking other people's vehicles on your property is allowed?

Dennis Murray said he thought that would be a commercial use and asked if there is a limit on the number of vehicles. Casey Sparks indicated there is not a limitation on the number of vehicles as long as they are licensed and it would be difficult to track if a resident was allowing someone else to store vehicles on their property. She also stated if you are allowing the storage of someone else's vehicle or someone else's property it could be interpreted as a commercial use and that is something the Planning Department can research. Dennis Murray suggested giving it some thought or look at how other communities address any limitations.

Wes Poole said he thinks we should look at ensuring that only the resident is storing their property on their own property and that he would support.

Greg Lockhart asked what do we do about commercial properties that may be more cumbersome and Casey Sparks responded that if it is a commercial property, there are regulations that vehicles are required to be on a paved surface.

Greg Lockhart asked what steps will be taken for violations and Casey Sparks indicated a code enforcement officer would issue a violation providing notice to the property owner to remedy the situation within 72 hours and if not remedied the city would move forward with enforcement which would generally mean a citation into court.

Dennis Murray said this legislation does not expand the ability to place a boat or RV in the back yard, as that has always been a part of our legislation, it just requires you to have a paved or permeable surface. He mentioned the concerns raised by Mr. Stookey and Mr. Norman as to the ability to enforce the legislation currently in place and it is important to know that we more than doubled our code enforcement capacity and next year we anticipate tripling our code enforcement capacity. The number of citations is dramatically up and we want to expand the number of city personnel who are able to issue citations to perhaps include our quality of life officers as well. With respect to Justin Harris, there is some thought that perhaps we shouldn't allow these vehicles to be placed in backyards and Dennis understands there has been some recent court activity in that regard. A city cannot zone away the ability to keep a recreational vehicle in the back yard. Justin Harris responded by saying the case he believes Dennis is talking about was discussed at a Planning Commission meeting. Justin Harris said the case deals with local municipalities trying to restrain individual's rights to store their own recreational vehicle on their own property. The case basically said you can enforce or make sure the surfaces are safe for public policy reasons but you cannot stop someone from storing their own personal property on their own residential property. What we are doing through zoning is to make sure there is uniform enforcement throughout the city and also with respect to the actual surfaces the vehicles are being stored on.

Dennis Murray said another point he wants to make to folks listening at home who are concerned about this kind of situation is there are three (3) different ways that code compliance complaints get into our system: (1) through rental registration code inspectors, (2) a result of a complainant process and (3) enhanced code enforcement staff going through the city on a randomized basis evaluating properties. He also said we don't want citations and just want compliance.

Tim Stookey said there should be language to address temporary parking in the front of property while preparing for a trip otherwise you would be in violation.

Mark Norman said if there is no limit to the number of vehicles you could basically fill your backyard and questioned how the city will gain access to inspect.

Wes Poole said in regard to our intention of getting compliance as opposed to penalizing and the process as explained of notice to remedy in 72 hours, that he hopes staff will work with the homeowners towards a reasonable solution and a plan of action before beginning the process and paperwork.

**There being no further questions from those in attendance, the President declared the Public Hearing closed.**

### **CURRENT BUSINESS**

**Upon motion of Naomi Twine and second of Wes Poole, the Commission voted to accept all communications. The President declared the motion passed.**

### **CONSENT AGENDA**

#### **A. Submitted by Aaron Klein, Public Works Director**

##### **OHIO EPA LICENSE TO OPERATE FEE FOR BIWW FOR CY 2017**

**Budgetary Information:** The total amount of \$12,180.00 shall be paid with Water funds and has been appropriated in the O & M Budget for 2016.

**ORDINANCE NO. 16-184:** It is requested an ordinance be passed **authorizing and directing the Finance Director to make payment to the State of Ohio Environmental Protection Agency for the renewal of the license to operate a public water system for the calendar year 2017;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

#### **B. Submitted by Aaron Klein, Public Works Director**

##### **OHIO EPA ANNUAL DISCHARGE FEE FOR THE WWTP FOR CY 2016**

**Budgetary Information:** The total amount of \$15,550.00 shall be paid with Sewer funds and has been appropriated in the O & M Budget for 2016.

**ORDINANCE NO. 16-185:** It is requested an ordinance be passed **authorizing and directing the Finance Director to make payment to the State of Ohio Environmental Protection Agency for the annual discharge fee for NPDES permit number 2PF00001 for the Waste Water Treatment Plant for the CY 2016;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

#### **C. Submitted by Aaron Klein, Public Works Director**

##### **PURCHASE OF CHEMICALS**

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

- 1. ORDINANCE NO. 16-186:** 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 Bonded Chemicals Inc., of Columbus, Ohio, for use at the Big Island Water Works Plant during the calendar year 2017;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.
- 2. ORDINANCE NO. 16-187:** 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 Thatcher Company of Salt Lake City, Utah, for use at the Big Island Water Works Plant during the calendar year 2017;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.
- 3. ORDINANCE NO. 16-188:** 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 2017;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.
- 4. ORDINANCE NO. 16-189:** 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 Inc., of Columbus, Ohio, for use at the Big Island**

**Water Works Plant during the calendar year 2017;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

5. [\*\*ORDINANCE NO. 16-190\*\*](#): It is requested an ordinance be passed **authorizing and directing the City Manager to purchase 101,250 gallons, 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 2017;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

6. [\*\*ORDINANCE NO. 16-191\*\*](#): It is requested an ordinance be passed **authorizing and directing the City Manager to purchase 90,000 pounds, more or less, of Powdered Activated Carbon from Calgon Carbon Corp. of Moon Township, Pennsylvania, for use at the Big Island Water Works Plant during the calendar year 2017;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

7. [\*\*ORDINANCE NO. 16-192\*\*](#): It is requested an ordinance be passed **authorizing and directing the City Manager to purchase 350,000 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 2017;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

8. [\*\*ORDINANCE NO. 16-193\*\*](#): 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 2017;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

#### **D. Submitted by John Orzech, Police Chief**

##### **AGREEMENT WITH ERIE COUNTY GENERAL HEALTH DISTRICT BOARD OF HEALTH FOR BULKY AND SOLID WASTE VEHICLE INSPECTION SERVICES**

**Budgetary Information:** The City will collect an annual registration fee of \$50.00 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.

[\*\*RESOLUTION NO. 063-16R\*\*](#): It is requested a resolution be passed **authorizing and directing 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.

#### **E. Submitted by Marvin Ranaldson, Transit Administrator**

##### **AGREEMENT WITH BERLIN HEIGHTS COMMUNITY CENTER**

**Budgetary Information:** STS will receive \$45-\$75 per outing from the Berlin Heights Community Center for the length of the contract.

[\*\*ORDINANCE NO. 16-194\*\*](#): It is requested an ordinance be passed **authorizing and directing the City Manager to enter into an agreement for transportation services between the City of Sandusky and Berlin Heights Community Center for services related to the Sandusky Transit System and authorizing and directing the City Manager to execute the agreement;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

#### **F. Submitted by Marvin Ranaldson, Transit Administrator**

##### **AGREEMENT WITH SANDUSKY STATE THEATRE**

**Budgetary Information:** STS will receive \$2,100 from State Theater.

[\*\*ORDINANCE NO. 16-195\*\*](#): It is requested an ordinance be passed **approving and ratifying the terms of the agreement for transportation services between the City of Sandusky and Sandusky State Theatre for services related to the Sandusky Transit System and authorizing and directing the City Manager to execute the agreement;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

#### **G. Submitted by Paige Doster**

A request has been received from the Ohio Division of Liquor Control for new C1 (*beer only in original sealed container for carry out only*) and C2 (*wine and mixed beverages in sealed containers for carry out*) liquor permits for **Lakes Eleven LLC, 211 W. Water Street**. It is

requested the Commission authorize the Commission Clerk to notify the Ohio Division of Liquor Control the city does not request a hearing on this matter.

**Upon motion of Dick Brady and second of Wes Poole, the Commission voted to accept the Consent Agenda and declare that all ordinances and/or resolutions as drafted and presented to the City Commission under the Consent Agenda shall take effect in accordance with the section reflected in the ordinances and/or resolutions, whether it be in accordance with Section 13 or Section 14 of the City Charter.**

**Roll call on the motion: Yeas: Dave Waddington, Dick Brady, Nikki Lloyd, Dennis Murray, Greg Lockhart, Wes Poole & Naomi Twine, 7. Roll call on the ordinances and resolutions: Yeas: Dave Waddington, Dick Brady, Nikki Lloyd, Dennis Murray, Greg Lockhart, Wes Poole & Naomi Twine, 7. The President declared the ordinances and resolutions contained in the consent agenda passed in accordance with the City Charter.**

### **REGULAR AGENDA**

**ITEM #1 - Submitted by Casey Sparks, Assistant Planner**

**PLANNING AND ZONING CODE AMENDMENT (PARKING OF RECREATIONAL VEHICLES)**

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

**PASSED AT FIRST READING:** It is requested an ordinance be passed **amending Part Eleven (Planning and Zoning Code), Chapter 1129 (Residential Districts), Section 1129.06 (Accessory Uses), of the codified ordinance of the city of Sandusky**, in the manner and way specifically set forth hereinbelow.

**Upon motion of Naomi Twine and second of Wes Poole, the Commission voted to approve this ordinance at first reading.**

*Discussion:* Dick Brady said he is disappointed that we don't have or can't take a stronger position but it does not appear we have much wiggle room. Justin Harris said the Law department is working diligently to create legislation with teeth and believes this is the first step toward that. Dick Brady encourages Justin Harris to work at warp speed and says what we are doing is prudent but it is weakening an already weak ordinance. Perhaps we can come back with something stronger or something as you said with more teeth in it. I will support this and will be more supportive of the strongest piece of legislation we can defend in court. Dave Waddington agreed with Dick Brady's comments.

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

**ITEM #2 - Submitted by Angela Byington, Director of Neighborhood Development & Planning  
CONTRACT WITH GREAT LAKES DEMOLITION FOR CDGB CY 16 RESIDENTIAL DEMOLITION  
PROJECT #1**

**Budgetary Information:** The project cost based on the bid, including advertisement and miscellaneous costs is \$37,100.00. This project will be paid with FY2016 Community Development Block Grant (CDBG) Funds (\$36,100.00) and Code Enforcement – Removal of Unsafe Structures Funds (\$1,000).

**ORDINANCE NO. 16-196:** It is requested an ordinance be passed **authorizing and directing the City Manager to enter into a contract with Great Lakes Demolition of Vickery, Ohio, for the CDBG FY16 Residential Demolition Project #1;** 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 full accordance with Section 14 of the City Charter.**

**Roll call on the motion: Yeas: Dave Waddington, Dick Brady, Nikki Lloyd, Dennis Murray, Wes Poole & Naomi Twine, 6. Nays: Greg Lockhart, 1. Roll call on the ordinance: Yeas: Dave Waddington, Dick Brady, Nikki Lloyd, Dennis Murray, Wes Poole & Naomi Twine, 6. Nays: Greg Lockhart, 1. The President declared the ordinance passed in accordance with Section 14 of the City Charter.**

**ITEM #3 - Submitted by Matt Lasko, Chief Development Officer**

**PROPOSED DEMOLITION AND ASBESTOS ABATEMENT OF 425 WARREN STREET PROJECT**

**Budgetary Information:** The total estimated cost for this project including advertising and miscellaneous expenses will exceed \$10,000.

**RESOLUTION NO. 064-16R:** It is requested a resolution **declaring the necessity for the city to proceed with the proposed Demolition and Asbestos Abatement of 425 Warren Street Project**; 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 Dave Waddington, the Commission voted to approve this resolution under suspension of the rules and in full accordance with Section 14 of the City Charter.**

***Discussion:*** Dick Brady asked Matt Lasko to share his intention on a timeframe. Matt Lasko said the intention is to bid the property sometime in December and award a contract sometime in January which would indicate a March or early April completion on the project.

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

**ITEM #4 - Submitted by Stu Hamilton, Information Technology Manager**

**GEOGRAPHICAL INFORMATION SYSTEM (GIS) COST SHARE AGREEMENT WITH ERIE COUNTY**

**Budgetary Information:** The City's share of this agreement will be \$26,321.25 per year, with a total cost over the length of agreement of \$157,927.50 which will be split between departmental operating budgets.

**ORDINANCE NO. 16-197:** It is requested an ordinance be passed **authorizing and directing the City Manager to enter into a Geographical Information System (GIS) 2017-2022 Cost Share Agreement with Erie County**; 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 Wes Poole, the Commission voted to approve this ordinance under suspension of the rules and in full accordance with Section 14 of the City Charter.**

***Discussion:*** Dennis Murray asked for explanation of the benefits of the Geographical Information System (GIS). Stuart Hamilton said we are the first county in Ohio that has managed to execute this kind of license agreement. The agreement provides more buying power and all municipalities split the cost. The GIS takes information the city has and displays in a way the public can use. It provides tools to communicate and provide information and tools to make us more efficient. The city has participated in this agreement for 12 years and he thinks it a great deal for the cost.

**Roll call on the motion: Yeas: Dave Waddington, Dick Brady, Nikki Lloyd, Dennis Murray, Greg Lockhart, Wes Poole & Naomi Twine, 7. Roll call on the ordinance: Yeas: Dave Waddington, Dick Brady, Nikki Lloyd, Dennis Murray, Greg Lockhart, Wes Poole & Naomi Twine, 7. The President declared the ordinance passed in accordance with Section 14 of the City Charter.**

**ITEM #5 - Submitted by Dave Degnan, Fire Chief**

**ACCEPTING GRANT FUNDS & PURCHASE OF SELF-CONTAINED BREATHING APPARATUS (SCBA)**

**Budgetary Information:** The total cost to purchase the Self-Contained Breathing Apparatus is \$254,066.00 of which \$227,000.00 will be paid with funds from the grant award. The required match of \$22,700.00 and the remaining balance of \$4,366.00, for a total amount of \$27,066.00, will be paid from the EMS Fund.

**ORDINANCE NO. 16-198:** It is requested an ordinance be passed **authorizing and directing the City Manager to accept a FY 2015 Assistance to Firefighters (AFG) grant in the amount of \$227,000.00 from the U.S. Department of Homeland Security (DHS), Federal Emergency Management Agency (FEMA), Grant Programs Directorate (GPD); and authorizing the City Manager to expend funds for the purchase of Self-Contained Breathing Apparatus (SCBA) and equipment from Fire Safety Services of Huntsville, Ohio, for use at the Fire Department; 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 full accordance with Section 14 of the City Charter.**

**Discussion:** Dave Waddington said he talked to the Fire Chief prior to meeting and the match requirement for this grant is only 10% and a heck of a deal. Dave Degnan said it was a few years ago we knew we had to replace our bottles and the equipment we have been using is very good and decided to go with again. Dave Degnan added the new equipment will be well used for the next 10-12 years.

**Roll call on the motion: Yeas: Dave Waddington, Dick Brady, Nikki Lloyd, Dennis Murray, Greg Lockhart, Wes Poole & Naomi Twine, 7. Roll call on the ordinance: Yeas: Dave Waddington, Dick Brady, Nikki Lloyd, Dennis Murray, Greg Lockhart, Wes Poole & Naomi Twine, 7. The President declared the ordinance passed in accordance with Section 14 of the City Charter.**

**ITEM #6 - Submitted by Hank Solowiej, Finance Director**

**PAYMENT TO ARTHUR J. GALLAGHER & COMPANY FOR INSURANCE COSTS**

**Budgetary Information:** The annual cost has become part of the annual operating budget and the City of Sandusky's total cost for 2016-2017 will be an amount not to exceed \$415,000.

**ORDINANCE NO. 16-199:** 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, 2016, through November 30, 2017;** and declaring that this ordinance 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 ordinance under suspension of the rules and in full accordance with Section 14 of the City Charter.**

**Discussion:** Hank Solowiej said this is basically the same insurance as for a home owner, car owner to have on a house, contents, vehicles and similar to that type of insurance. This is part of our annual process to renew our policy and this cost is less than a 2% increase from last year so that is outstanding. He said years ago when the city was part of an insurance pool the annual premium was headed in the half million dollar range and the city is able to save a significant amount since leaving the pool and becoming self- insured.

**Roll call on the motion: Yeas: Dave Waddington, Dick Brady, Nikki Lloyd, Dennis Murray, Greg Lockhart, Wes Poole & Naomi Twine, 7. Roll call on the ordinance: Yeas: Dave Waddington, Dick Brady, Nikki Lloyd, Dennis Murray, Greg Lockhart, Wes Poole & Naomi Twine, 7. The President declared the ordinance passed in accordance with Section 14 of the City Charter.**

**ITEM #7 - Submitted by Marvin Ranaldson, Transit Administrator**

**REQUEST FOR PROPOSALS (RFP) FOR SANDUSKY TRANSIT SYSTEM**

**Budgetary Information:** There is no budgetary impact associated with issuing the RFP.

**RESOLUTION NO. 065-16R**: It is requested a resolution be passed **authorizing and directing the City Manager to proceed with a request for proposals (RPF) process for transportation services related to the Sandusky Transit System**; 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 full accordance with Section 14 of the City Charter.**

**Discussion:** Greg Lockhart asked if there is anything in the RFP to strengthen our services and provide better services. Marvin Ranaldson said we are adding liquidated damages to the agreement which is the primary weakness in the agreement with the current provider and there will be more accountability for service provider. Dennis Murray said there is a number of improvements in this RFP and now provides for bus stop maintenance as an example. Marvin said we are adding maintain to the bus stops and trash pickup as well.

Marvin said we have had the same provider for 10 years and he is expecting to receive at least five (5) bidders. He will be asking for a 90 day extension with the current provider until March 31, 2017, which will allow time for a valid comparison between providers. Dennis said we are making technological changes so people know exactly when buses get at stations and it is a wonderful improvement, and if someone wanted to add bus stop or shelter that Marvin Ranaldson would be happy to work with them and we welcome collaboration.

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

**ITEM #8 - Submitted by Aaron Klein, Public Works Director**

**PURCHASE OF REPLACEMENT DUMPSTERS AND ASSOCIATED EQUIPMENT FOR WWTP**

**Budgetary Information:** The total purchase of seven Dempster Dumpsters and the equipment to rebuild the current lift assembly is \$47,717.70 and will be paid for out of Sewer Funds.

**ORDINANCE NO. 16-200**: It is requested an ordinance be passed **declaring seven (7) Dempster dumpsters as unnecessary and unfit for city use pursuant to Section 25 of the City Charter; authorizing and directing the City Manager to expend funds for the purchase of seven (7) new replacement dumpsters and associated equipment from Dempster Sales, Inc. of Knoxville, Tennessee, for use at the Waste Water Treatment Plant (WWTP); 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 Wes Poole, the Commission voted to approve this ordinance under suspension of the rules and in full accordance with Section 14 of the City Charter.**

**Discussion:** Aaron Klein said the dumpster we have now came with the trucks 46 years ago and that the trucks were replaced earlier this year. He said the dumpster are rusty and in bad shape and there is only one manufacturer of the dumpsters that fits the equipment.

**Roll call on the motion: Yeas: Dave Waddington, Dick Brady, Nikki Lloyd, Dennis Murray, Greg Lockhart, Wes Poole & Naomi Twine, 7. Roll call on the ordinance: Yeas: Dave Waddington, Dick Brady, Nikki Lloyd, Dennis Murray, Greg Lockhart, Wes Poole & Naomi Twine, 7. The President declared the ordinance passed in accordance with Section 14 of the City Charter.**

**ITEM #9 - Submitted by Aaron Klein, Public Works Director**

**PROFESSIONAL DESIGN SERVICES AGREEMENT WITH CIVIL AND ENVIRONMENTAL CONSULTANTS, INC. FOR THE SHELDON'S MARSH STATION AND TRANSMISSION MAIN REHABILITATION PROJECT**

**Budgetary Information:** The final cost for this initial investigation and preliminary design is \$180,000.00 to be paid from the Water Fund. Erie County will reimburse the city half of this cost per the agreement.

**ORDINANCE NO. 16-201:** It is requested an ordinance be passed **authorizing and directing the City Manager to enter into an agreement for professional design services with Civil and Environmental Consultants, Inc. of Toledo, Ohio, for the Sheldon’s Marsh Station and Transmission Main Rehabilitation Project;** and declaring that this ordinance 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 ordinance under suspension of the rules and in full accordance with Section 14 of the City Charter.**

***Discussion:*** Aaron Klein said earlier this year city entered into a water agreement with the county for the use of the Sheldon’s Marsh facility and that we would be the lead agency in improving that facility. He said the county acquired the facility from the federal government in late 2014 and they are required to make it operational by December 23, of 2017. Aaron Klein said as part of the agreement, the city would like to use facility as a backup emergency intake to the water treatment plant that will give the city flexibility.

**Roll call on the motion: Yeas: Dave Waddington, Dick Brady, Nikki Lloyd, Dennis Murray, Greg Lockhart, Wes Poole & Naomi Twine, 7. Roll call on the ordinance: Yeas: Dave Waddington, Dick Brady, Nikki Lloyd, Dennis Murray, Greg Lockhart, Wes Poole & Naomi Twine, 7. The President declared the ordinance passed in accordance with Section 14 of the City Charter.**

**ITEM #10 - Submitted by Jeff Keefe, Project Engineer**

**PROFESSIONAL DESIGN SERVICES AGREEMENT WITH ENVIRONMENTAL DESIGN GROUP, LLC FOR THE LIONS PARK RETROFIT PROJECT**

**Budgetary Information:** The final design cost is \$49,980.00, \$24,990.00 (50%) will be paid for by the GLRI Grant and \$24,990.00 (50%) will be paid for using Infrastructure dollars made possible by the passage of Issue 8.

**ORDINANCE NO. 16-202:** It is requested an ordinance be passed **authorizing and directing the City Manager to enter into an agreement for professional design services with Environmental Design Group, LLC, of Akron, Ohio, for the Lions Park Retrofit Project;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

**Upon motion of Nikki Lloyd and second of Dave Waddington, the Commission voted to approve this ordinance under suspension of the rules and in full accordance with Section 14 of the City Charter.**

***Discussion:*** Aaron Klein passed out a drawing and said the design is a preliminary concept and the one that was included in grant application. He said the concept was refined but is the concept we are looking at going with at this time. Greg Lockhart said he is the liaison to ADA Advisory Board and wants to make sure we have access from the parking lot to lawns and the structures for people with disabilities. Aaron Klein said that the city requested the consultant to make modifications at the north end of the park to make sure there is accessibility to the bike path and provide walkways from the parking lot to the pavilion and make sure they are ADA accessible and ADA parking spots as well. After discussion Aaron Klein said the existing benches have ADA access which was provided by the Department of Public Services upon request from ADA Advisory Board. Wes Poole asked Aaron Klein to consider when moving forward to envision the grassy area and invites him to discuss with the ADA Advisory Board.

**Roll call on the motion: Yeas: Dave Waddington, Dick Brady, Nikki Lloyd, Dennis Murray, Greg Lockhart, Wes Poole & Naomi Twine, 7. Roll call on the ordinance: Yeas: Dave Waddington, Dick Brady, Nikki Lloyd, Dennis Murray, Greg Lockhart, Wes Poole & Naomi Twine, 7. The President declared the ordinance passed in accordance with Section 14 of the City Charter.**

**ITEM #11 - Submitted by Jeff Keefe, Project Engineer**

**FIRST CHANGE ORDER FOR JACKSON STREET PARKING LOT PROJECT**

**Budgetary Information:** The original contract was \$385,368.30. The change order work is \$269,082.44 and will be paid with Issue 8 Infrastructure Funds in the amount of 119,082.44, Storm Water Funds in the amount of \$100,000.00, and a Randolph J. & Estelle M. Dorn Foundation Grant in the amount of \$50,000..

**ORDINANCE NO. 16-203:** It is requested an ordinance be passed **authorizing and directing the City Manager to approve the first change order for work performed by H & J Construction, Inc. of Avon, Ohio, for the Jackson Street Parking Lot project in the amount of \$269,082.44;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

**Upon motion of Dick Brady and second of Dave Waddington, the Commission voted to approve this ordinance under suspension of the rules and in full accordance with Section 14 of the City Charter.**

***Discussion:*** Jeff Keefe, Project Engineer, explained the project started after bike week and during the initial demolition found underground conditions resulting from previously undocumented demolition activities which required additional excavation and redesign of the sub-base, and additional asphalt. Dennis Murray commented that the lot is beautiful and understands once committed to spending the money and once the conditions were found underground to do it right then just trying to stay in the budget and wasting all the original funds. Aaron Klein said the city has hired a surveying firm to survey locations and is looking at different options and spending more time upfront doing research and paying a consultant to do more historical research to elevate problems like this in the future. Eric Wobser recognized the Dorn foundation for hearing that we had some issues with the project and reaching out to us to inquire for possible funding and provided \$50,000 in grand funds to offset costs. He said when combined with state and federal funds the city already applied for and received provided a significant portion of the total project costs. Eric Wobser thanked all of those who helped fund the project and thankful for the support from the community. Nikki Lloyd thanked the residents for being patient through the process and said it looks great and is going to be fantastic. She thinks it will work well for bike week being they were involved in the in planning stages. Nikki Lloyd indicated she will be abstaining from the vote since she owns property across the street from the project. Greg Lockhart inquired about maintenance of the lot and perhaps looking into fees for tourists to contribute to the cost of maintenance. Eric Wobser said there has been some basic preliminary analysis of the number of tourist that come downtown as part of bicentennial vision and the Planning Department is doing some baseline work analyzing parking for all downtown. He said the data collected and to be collected up to next summer will be shared and will help us to form decisions for parking policy for on-street and off-street and will include overnight residential parking.

**Roll call on the motion: Yeas: Dave Waddington, Dick Brady, Dennis Murray, Greg Lockhart, Wes Poole & Naomi Twine, 6. Abstain: Nikki Lloyd, 1. Roll call on the ordinance: Yeas: Dave Waddington, Dick Brady, Dennis Murray, Greg Lockhart, Wes Poole & Naomi Twine, 6. Abstain: Nikki Lloyd, 1. The President declared the ordinance passed in accordance with Section 14 of the city charter.**

**CITY MANAGER'S REPORT**

**Upon motion of Dave Waddington and second of Wes Poole, the Commission voted to accept a donation in the amount of \$600 from the Remember Crusin' Car Club and its sponsor, Snap-On Tools, for the K9 fund. The President declared the motion passed.**

**Upon motion of Dave Waddington and second of West Poole, the Commission voted to accept a donation in the amount of \$600 from the Remember Crusin' Car Club and its sponsor Mona Pizza, for the maintenance of the Sandusky Skate Park. The President declared the motion passed.**

Upon motion of **Dave Waddington** and second of **Naomi Twine**, the Commission voted to accept a donation in the amount of \$300.00 from **Jeff Danevich**, owner and operator of **Whodini's Great Adventures Live Action Escape Room**, for the purchase of candy for the **Sandusky Fire Department at Cedar Point's community trick-or-treat**. The President declared the motion passed.

Upon motion of **Naomi Twine** and second of **Dave Waddington**, the Commission voted to accept a donation from **Construction Equipment & Supply** for the use of a lift to hang **Christmas lights at Washington Park and downtown areas**. The President declared the motion passed.

Eric said a **letter of commendation from the Erie County Prosecutor's Office was received for Det. Sgt. Dana Newell** which addressed his excellence in a case investigation, trial preparation, testimony, and assistance on a recent case that went to trial. Eric commended him and the entire Detective Bureau.

Eric expressed his gratitude for the **valiant efforts on a year-long narcotics investigation by Det. Adam West and Det. Ron Brotherton**. On November 3, 2016, law enforcement agents from the Drug Enforcement Agency (DEA) Resident Office in Toledo, Ohio, along with agents from the Ohio Bureau of Criminal Investigation (BCI), and officers from the Sandusky Police Department, Perkins Township Police Department, and deputies from the Erie County Sheriff's Office executed five (5) search warrants at residences in Sandusky, Ohio. Joint narcotics investigations into a suspected Sandusky Heroin Trafficking ring have been on-going for a year and will continue. Eric stated it was an excellent effort by all involved. Naomi Twine expressed her thanks to all involved and said it is good to see the professionalism and dedication of our officers.

Eric said on November 1, 2016, the Ohio Collaborative on-site assessor visited the department and no issues were found. The report will be forwarded to the Ohio Collaborative for final approval.

Eric said the Sandusky Fire Department was busy in October for Fire Prevention Month. Many children from pre-school ages on up toured the station and received hands-on learning about the dangers of fires and what to do in case of a fire. The Fire Department is always open for tours and safety talks for groups or individuals of all ages.

Eric reminded property owners of vacant dwellings, and highly recommends, they contact our Customer Accounting Office to turn off the water if your dwelling is expected to remain vacant and unoccupied during the winter months. This will help prevent your water lines from freezing and breaking which would lead to costly repairs. The Customer Accounting Office number is 419-627-5893.

Eric said the **water and sewer rates** will increase with the January 2017 bill and information regarding the annual rate increases is available on the City's website under Public Works/Engineering.

Eric mentioned the monitoring of the **Jackson Street Parking Lot** and that Ryan Winston of OSU applied for and received a grant to perform the annual monitoring of site runoff, phosphorus, nitrogen, metals, and sediment that is required by the SWIF and GLRI grants. He said the equipment will go in the ground in April and will be in place through December of 2017, and possibly during the first half of 2018. The project will wrap up with final deliverables due by the end of 2018. Barnes Nursery will also be analyzing the organic materials used to determine any modification of the mix and the results will influence the state standard design manual since this type of research is limited for urban environments. He expressed his thanks to Ryan and Barnes for taking on this responsibility.

Eric said the contractor for the **2016 Sidewalk Program** plans to remove all of the trees in zones one and two this fall, except on Meigs and in the 46<sup>th</sup> Street neighborhoods as we continue to

reach out to residents. Some of the sidewalks in those areas will also be completed in November, such as Waverly, and the remainder of the project will be restarted as weather permits in 2017.

Eric said the city was awarded MPO funds for the **Meigs Street Reconstruction Project** for 2020 which includes reconstruction of the concrete northern portion and continuation of the multiuse path along the southern portion to First Street. He also stated the Healthy Hayes Corridor Construction and the Cleveland Road Planning Study are still being considered.

Eric stated that Staff has begun updating the **5-year Capital Improvement Plan** with a goal of having it ready prior to finalizing the overall annual budget, but after 2016 year-end numbers are finalized.

Eric mentioned that there will be a **Fair Housing Education Seminar**, open to the public, on Tuesday, November 15 at 1:00 p.m. in the First Floor Conference Room at City Hall and items to be addressed include:

- What is fair housing?
- What is discrimination?
- Fair housing law.
- Protected classes.
- Complaint procedure.
- Ohio Landlord Tenant Law.

Eric mentioned that the next **Economic Development Roundtable meeting** is set for Wednesday, November 16 at 12:00 p.m. at the Central Fire Station (600 West Market Street) and topics to be covered include updates and presentations on the Sandusky Neighborhood Initiative, Housing Development and Beautification programs, and Code Enforcement early outcomes and ongoing strategy. He indicated lunch will be provided and anyone interested should RSVP to Debi Eversole in the Department of Community Development at 419-627-5832 or via email at [deversole@ci.sandusky.oh.us](mailto:deversole@ci.sandusky.oh.us).

Eric said the **Planning Commission meeting** for November has been moved to November 30 at 4:30 p.m. in the First Floor Conference room.

Eric said the **Board of Zoning Appeals meeting** for November will be held on November 17 at 4:30 p.m. in the First Floor Conference room.

Eric said the city received payment from the Community Foundation for the costs associated with travel and lodging for the Duluth trip.

Eric reminding everyone the bathrooms are closed for the season and the ADA Port-O-Johns are available at Jackson Pier and Sandusky Bay Pavilion.

Naomi Twine asked how the fair housing education seminar was publicized and Angie Byington responded that notice was provided in the newspaper, notified two (2) landlord associations directly and approximately 15 other organization in the city they thought might have interest in the seminar.

Wes Poole said the restrooms at the Jackson Street Pier need better lighting inside.

Greg Lockhart asked for the status on the additional lighting posts that were broke and had to be sent back. Brad Link responded that he received the posts last week and that city crews will be working on installing them along with working on wiring issues with a string on lights on Water Street by the State Theatre and routine bulb replacements and cleaning out coverings.

Wes Poole asked if the replacement lights are comparable to lights on Water Street. Brad Link responded that the lights on Water Street were replaced through the resurfacing project and he and Aaron discussed trying to use the same lights as well as going to the same pedestals.

Eric Wobser added he believes the lights installed at the Jackson Street Parking Lot are consistent with those lights as well.

### **OLD BUSINESS**

None.

### **NEW BUSINESS**

Dave Waddington said there will be a **Coffee with Commissioner session** on Saturday, November 19 at 9 a.m. at Mr. Smith's Coffee House with Commissioners Brady and Lloyd attending.

Dave Waddington said there will be a Christmas drive at Care and Share drive on December 10<sup>th</sup> to raise funds for children gifts. Dennis Murray said the monetary donations provided are used to purchase food at charitable wholesale prices. He said the cash donations go much further but non-perishable items are still welcome.

Wes Poole mentioned the city has been aggressively enforcing ordinances to keep the city clean, essentially leaving trash and/or furniture out too long, and reminded citizens to remove items from curb that have not been picked up by trash hauler and replace at curb at the next scheduled pick-up to avoid receiving charges from the city for removal of materials left at curb.

Dick Brady said the city received a communication from the Erie County Engineer's Office regarding the city's ability to dispose of **sludge** for them. He said the city is more than willing to negotiation a contract but will be challenging based upon language of the Ohio EPA to guarantee in an uninterrupted capacity. He said this is an opportunity to negotiate what is truly regionalized in the county and city and hopes to enter into this with every intent to making it work for the entire community.

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

### **AUDIENCE PARTICIPATION**

Barry Keegan, 1213 Fifth Street, said he has issues with the transit bus stops, in particular the stop located in in front of his neighbor's house. He is concerned it will effect property value and because of the school and heavy traffic in that area, concerned with the safety of the children.

Tim Stookey, 1307 Fifth Street, said the Fifth Street project is completed and very nice but he is concerned with speeding traffic and believes there should be more police enforcement. Dennis Murray thanked him for bringing the issue to their attention.

Albert Dantzler, 2042 Rohde Street, asked why he cannot get the tree trimmed and/or removed on the property near Remington and Rohde. Greg Lockhart said he has discussed this matter with staff and the problem is it is unclear who owns the property. Brad Link said this will require further investigation to resolve and he will follow-up with Mr. Dantzler.

Mark Norman, 1016 Third Street, said community development engagement and response is low and not enough information is being provided to the residents regarding neighborhood initiative meetings. He said residents weren't prepared to present ideas and there needs to be authentic engagement and earnest discussions between the commissioners, staff, and residents.

Sue Daugherty, 1016 Third Street, agreed with Mr. Norman and said she knows how much work it is to get general public participation and citizens want to feel like they are a part of the process so if there is a role she and Mr. Normal can make in their neighborhood they would like to do that because the city asked them to participate to help get neighbors together.

Mark Norman, 1016 Third Street, said during the school campaign many people went door to door to solicit support and what a wonderful message that would send to outside communities about how earnest we are about engaging people.

Wes Poole asked for clarification from the Police Chief about ability to gather from **electronic speeding signs**. John Orzech replied that they do not have the ability to enforce but do have ability to collect data. He indicated they have been doing that at various locations and the data is being used and forwarded to the Patrol Division.

Dick Brady commented that he is trusting staff to assure this Commission that the conclusion is not a foregone conclusion. He said we haven't done a good job of engaging the neighbors and neighborhoods and we will do a better job and will find a way to reach out further.

**At 7:17 p.m., the President announced a recess of the regular session. At 7:25 p.m., the Commission met in executive session. At 7:38 p.m., the Commission returned to open session and the President announced adjournment of the meeting.**

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Paige Doster  
Acting Clerk

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