

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

The clerk called the roll and the following Commissioners responded: Greg Lockhart, Dick Brady, Dennis Murray, Naomi Twine, Nikki Lloyd, and Dave Waddington. Upon motion of Greg Lockhart and second of Dave Waddington, the Commission voted to excuse Wes Poole from the meeting. The President declared the motion passed. Wes Poole arrived at the meeting at 5:56 p.m.

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, 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 December 12, 2016, meeting and dispense with the formal reading. The President declared the motion passed.

John Orzech, Police Chief, introduced **K9 Onur**, who is a 3 ½ year old male German Shepherd that came from Hungary, and his **handler Officer Ohlemacher**. K9 Onur was certified on December 20th and started working immediately with Officer Ohlemacher. Chief Orzech said Onur is doing phenomenal on all of his certification and is going to be a great asset to the Police Department and the community.

AUDIENCE PARTICIPATION

None

PRESENTATION

Dennis Murray recognized **Susie Sartor by presenting her with a key to the City** in honor of her many years of tireless dedication and service to the City and the Sandusky Community Celebrations Council and for the countless hours of time and talent given to the people of Sandusky.

Dennis Murray presented the members of the **Sandusky Community Celebrations Council** with proclamations who have organized events and volunteered countless hours of their time and talents for the benefit of others and for their kindling patriotism, local pride and neighborly love and fostering a sense of community stretching back to earlier generations and said the City is a better place because of their involvement, commitment and dedication and thanked them for playing such an important role in making Sandusky a better place.

Dennis Murray announced Marvin Ranaldson, Transit Administrator, would be presenting some decisions that have been made to the future of the **transit system** in order to keep it solvent and efficient and that the changes are reactions to budget cuts made by the Federal government and the City's budget.

Marvin Ranaldson, Transit Administrator, said that over the last 3 months Staff has worked to develop a plan to address a transit shortfall in the amount of \$175,000 in 2017 due to Federal operating funding cuts, shortfall in revenue, and anticipated increases in costs. The City's goals are higher quality service, encourage ridership growth, sustainable funding, operational flexibility, and resilient transit system and options that were under consideration were fare increases, reductions in service hours, and elimination or changes to routes. Marvin Ranaldson said when SPARC began in 2009 it represented 15% of the ridership and today it represents 73% of the ridership and changes include operational flexibility and new routes will allow for all the tools of transit to be used to optimize service and cost. Other adjustments will be hours of service, connectivity, speed, frequency, accessibility, and coverage and these changes are part of a long-term plan to reduce the cost of service in Sandusky and include proposed changes to dial-a-ride or demand response, going from a zone system with three (3) fare zones to one (1)

fare zone and a paratransit zone. The new routes and fare changes will go into effect on February 6, 2017.

Dick Brady said this has to be the year that the City reaches out to fellow partners in the community, meaning the county, townships, and businesses that are positively impacted by the transit system and find out who is willing to support this program and who wants to see public transit continue in Erie County.

Nikki Lloyd agreed with Dick Brady and added it is a difficult job trying to make up \$175,000 and Staff has done a great job making sure transit is still available to the people that need it but the City needs to challenge the municipalities and County to assist because it is not just the City's residents using it, it is our County that is using it.

Greg Lockhart added that it is critical for our paratransit individuals and for people going back and forth to work but it is also a great idea for other cities that we pass through to work with us because it enhances the services for not only Sandusky residents but other cities as well.

CURRENT BUSINESS

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

Dennis Murray indicated that Item #1 (Recreational Vehicles) on the regular agenda will be pulled and sent back to Planning Commission for additional discussions. In addition he said the Commission is still working their way through the consent agenda and finding the best procedure and are going to implement reading and/or visually projecting on the screen so the people at home have a chance to see and hear what the consent items are.

Dennis Murray said that Item I (Wellness Program) will be moved from the Consent Agenda to the Regular Agenda.

CONSENT AGENDA

A. Submitted by Hank Solowiej, Finance Director

TEMPORARY APPROPRIATIONS FOR JANUARY, FEBRUARY & MARCH, 2017

Budgetary Information: This action will establish a budget for operations until the annual appropriations can be approved after the second Monday in January 2017. The City Charter prohibits the City from enacting the 2017 budget before January 11, 2017.

ORDINANCE NO. 16-221: It is requested an ordinance be passed to make temporary appropriations for the months of January, February and March 2017; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

B. Submitted by Hank Solowiej, Finance Director

AGREEMENT FOR PREPARATION OF COMPREHENSIVE ANNUAL FINANCIAL REPORTS

Budgetary Information: The total cost will be an amount not to exceed \$28,000 for each year. The cost will be distributed to the General Fund (\$14,000), Water Fund (\$7,000), & Sewer Fund (\$7,000). The prior ordinance was passed by City Commission on October 27, 2014 (Ordinance No. 14-125) that covered the 2014 and 2015 Comprehensive Annual Financial Reports. There is no increase in the cost.

ORDINANCE NO. 16-222: It is requested an ordinance be passed authorizing and directing the City Manager to enter into an agreement with the State of Ohio, Office of the Auditor, Local Government Services Division (LGS), for the December 31, 2016, December 31, 2017, and December 31, 2018, Comprehensive Annual Financial Reports; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

C. Submitted by Matt Lasko, Chief Development Officer

CONSULTING CONTRACTS FOR THE BUILDING DIVISION

Budgetary Information: Mr. Mularoni and Mr. Feick will be paid at the rate of \$55.00 per hour for work performed up to a maximum of \$14,000.00 for Mr. Feick and up to a maximum of \$9,000.00 for Mr. Mularoni. The cost of these contracts will be paid with the Building Division

operating budget. The plan review expense will be paid by the collection of plan review fees by the Division of Building Inspection.

A. ORDINANCE NO. 16-223: It is requested an ordinance be passed authorizing and directing the City Manager to enter into a consulting contract with John A. Feick for CY 2017; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter

B. ORDINANCE NO. 16-224: It is requested an ordinance be passed authorizing and directing the City Manager to enter into a consulting contract with Scott J. Mularoni for CY 2017; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

D. Submitted by Stuart Hamilton, Information Technology Manager

RENEWAL OF SUBSCRIPTION LICENSING FOR MICROSOFT OFFICE 365 FOR GOVERNMENT

Budgetary Information: The cost for this service for a 12-month period will be \$18,064.65, and will be paid by the IT Contractual Services Funds in the amount of \$9,032.33, by the Water Fund in the amount of \$4,516.16, and by the Sewer Fund in the amount of \$4,516.16.

ORDINANCE NO. 16-225: 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.

E. Submitted by Amanda McClain, Housing Manager

ACQUISITION OF PARCELS INTO THE LAND REUTILIZATION PROGRAM

Budgetary Information: The cost of these acquisitions will be approximately seven hundred and fifty six dollars (\$756.00) to pay for the title exams and transfer fees. The City will not collect the sixteen thousand eighty one dollars and ten cents (\$16,081.10) owed to the City in special assessments, nor will the taxing districts collect the twelve thousand eight hundred sixty two dollars and twenty cents (\$12,862.20) owed in delinquent taxes. However, all or part of these costs may be recouped and reimbursed upon the sale of the parcels.

RESOLUTION NO. 071-16R: 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 shall take immediate effect in accordance with Section 14 of the City Charter.

F. Submitted by Aaron Klein, Director of Public Works

LEASE AGREEMENT WITH LUKE A. KROMER FOR FARMLAND PROPERTY ON WEST BOGART ROAD

Budgetary Information: The money received will be placed in the general fund.

ORDINANCE NO. 16-226: It is requested an ordinance be passed authorizing and directing the City Manager to enter into a three (3) year lease agreement with Luke A. Kromer, for Parcel No. 33-00230.000. located at 3807 West Bogart Road for agricultural and related purposes; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

G. Submitted by Aaron Klein, Director of Public Works

AMENDING ORDINANCE NO. 16-187 PASSED ON NOVEMBER 14, 2016, TO CORRECT A SCRIBNER'S ERROR

Budgetary Information: There is no budgetary effect.

ORDINANCE NO. 16-227: It is requested an ordinance be passed amending Ordinance No. 16-187, passed on November 14, 2016, to correct a Scribner's error; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

H. Submitted by Aaron Klein, Director of Public Works

APPROPRIATING FUNDS FOR THE DUMPING OF SLUDGE FROM THE WASTE WATER TREATMENT PLANT

Budgetary Information: The estimated cost of disposal by the Wastewater Treatment Plant at the Erie County Sanitary Landfill for 2017 shall not exceed \$173,400, which will be paid out of Sewer Funds.

ORDINANCE NO. 16-228: It is requested an ordinance be passed appropriating funds for the dumping of Class B Biosolids (a.k.a. sludge cake) and other dewatered and compressed solids from the Waste Water Treatment Plant (WWTP) at the Erie County Sanitary Landfill for CY 2017; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

I. Submitted by Trevor Hayberger, Assistant Law Director (*moved to Regular Agenda*)

CONTRACT WITH FIRELANDS REGIONAL MEDICAL CENTER FOR THE WELLNESS PROGRAM

J. Submitted by Paige Doster

A request has been received from the Ohio Division of Liquor Control for a change of corporate stock ownership from Randy S. Lorenz (100) to Joel F. Lorenz (49) and Randy S. Lorenz (51) relating to C1 (*beer only in original sealed container for carry out only*), C2 (*wine and mixed beverages in sealed containers for carry out*), and D6 (*sale of intoxicating liquor on Sunday between the hours 10:00 a.m. or 11:00 a.m. and midnight*) liquor permits for D D T Inc., dba Dicks Grocery & Carry Out, 1318 Tiffin Avenue. 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 Nikki Lloyd and second of Greg Lockhart, 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: Greg Lockhart, Dick Brady, Dennis Murray, Naomi Twine, Nikki Lloyd, and Dave Waddington, 6. Roll call on the ordinances and resolutions: Yeas: Greg Lockhart, Dick Brady, Dennis Murray, Naomi Twine, Nikki Lloyd, and Dave Waddington, 6. 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 Trevor Hayberger, Assistant Law Director

CONTRACT WITH FIRELANDS REGIONAL MEDICAL CENTER FOR THE WELLNESS PROGRAM

Budgetary Information: The estimated cost for the professional services is not to exceed \$125,000.00 and will be paid with Health Insurance Funds.

ORDINANCE NO. 16-229: It is requested an ordinance be passed authorizing and directing the City Manager to enter into an agreement with Firelands Regional Medical Center's Center for Coordinated Care, of Sandusky, Ohio, for professional services for the Employee Wellness Program; 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 Greg Lockhart, the Commission voted to approve this ordinance under suspension of the rules and in full accordance with Section 14 of the City Charter.

Discussion: Trevor Hayberger, Assistant Law Director, said the City has thought about wellness for several years and Staff has been working with The Ashley Group, who is the City's consultant for health care, on a Wellness Program. In 2015, the City changed from BORMA to being self-insured which means all expenses are paid by the City. Trevor Hayberger said the cost of the program is a maximum of \$125,000, assuming every employee participates and all tests completed. Firelands Hospital has their own Wellness Program and this is a first for them to implement a Wellness Program for another entity. He said early detection of health care issues is critical not only for a person's health but also for the health savings. An example would be someone on the verge of Type 2 diabetes could be treated with a diet plan costing \$200 a year but medication for treating Type 2 diabetes would cost the City's plan \$2,000 a month. Another example is medication management and saving costs by switching from name brands to generic brands. Trevor Hayberger said he cannot project a cost savings at this time as

it will come down to early detection and resolving health issues early but envisions not seeing a savings the first year but as time goes on and you may get an early detection of cancer, which it will pay for itself right there for that year. Naomi Twine said she thinks the Wellness Program is a great idea and has been done at the State level for a few years and although we probably will not see a cost benefit the first few years but in the long run it will be well worth it. She added that it gets people on the pathway to checking themselves and getting the help they need so they are not on long-term medications and have issues that would be more costly. Trevor Hayberger added that some of the tests that are given are tests people can individually go to their doctors and get but they can now do through this program and the tests will be bundled so the price will actually be reduced. Dick Brady said this concept began with our Finance Department and Finance Committee realizing the City would save costs getting out of BORMA and being self-insured and we could not have picked a better partner than the City's largest employer in Firelands Hospital. Firelands Hospital has figured out this is not only good for their employees but it is good for Firelands Hospital in that healthy employees mean you run more efficiently, you have less missed days of work, and you do not have to retrain people and this is going to save money for the City and our employees. Nikki Lloyd said this is a fantastic plan for our Staff and it is going to save a lot of money in the long run not only saving money as a city but saving money for everyone else too.

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

ITEM #2 - Submitted by Hank Solowiej, Finance Director

AMENDMENT #1 TO 2016 GENERAL APPROPRIATIONS (FINAL BUDGET)

Budgetary Information: This action will cover anticipated expenditures through December 31, 2016. The agenda deadline occurs before the final payroll costs can be determined. The amendment needs to cover final payroll and other projected costs through December 31, 2016. The ordinance will be available at the meeting.

ORDINANCE NO. 16-230: It is requested an ordinance be passed adopting Amendment No. 1 to Ordinance No. 16-046 passed by this City Commission on March 28, 2016, making general appropriations for the fiscal year 2016; 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: Hank Solowiej said 2016 has been a very good year and is thankful and blessed for the financially good year and this item is really a budgetary compliance to get things cleaned up and in order to get through the end of the year.

Upon motion of Dave Waddington and second of Nikki Lloyd, the Commission voted to amend the legislation to redirect \$900,000 into the Capital Fund for the Sandusky Neighborhood Initiative. Roll call on the motion: Yeas: Greg Lockhart, Dick Brady, Dennis Murray, Naomi Twine, Nikki Lloyd, and Dave Waddington, 6. The President declared the motion passed.

Discussion: Dave Waddington said this investment is made possible by a financially strong 2016 as well as insurance money received from the CHIP mess from ten (10) years ago. He said these proceeds will help offset expenses incurred by the City to remedy the challenges from the CHIP program and reinvest them back in the neighborhoods. Dick Brady agreed spending more money in our neighborhoods is certainly needed and welcomed. Dennis Murray said it was the neighborhoods that got ripped off all those years back and it is the neighborhoods that deserve this money and the City is in the midst of a great year in recovery and we have a really good plan that we are developing.

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

ITEM #3 - Submitted by Hank Solowiej, Finance Director

TRANSFER OF FUNDS TO THE PAYROLL STABILIZATION FUND

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

RESOLUTION NO. 072-16R: It is requested a resolution be passed authorizing the transfer of funds from the General Fund to the Payroll Stabilization Fund; and declaring that this resolution shall take immediate effect in accordance with Section 14 of the City Charter.

Upon motion of Naomi Twine 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: Hank Solowiej said since the City had such a good year in 2016, they were able to substantially fund the Payroll Stabilization Fund for this year going into next year. Dennis Murray said this \$300,000 is a good bit of insurance to have which is used when employees retire and receive payouts of certain percentages of unused sick-time and vacation time and these payouts are big hits on departmental budgets so this fund was created to be able to absorb the larger payouts without having to interrupt the department budgets.

Roll call on the motion: Yeas: Greg Lockhart, Dick Brady, Dennis Murray, Naomi Twine, Nikki Lloyd, and Dave Waddington, 6. Roll call on the resolution: Yeas: Greg Lockhart, Dick Brady, Dennis Murray, Naomi Twine, Nikki Lloyd, and Dave Waddington, 6. The President declared the resolution passed in accordance with Section 14 of the City Charter.

ITEM #4 - Submitted by Victoria Kurt, Recreation Superintendent

ADDITIONAL SEASONAL DOCKAGE AT PAPER DISTRICT MARINA

Budgetary Information: The agreement will not result in any additional budgetary expenses. Any proceeds generated annually by said seasonal and transient rentals will be deposited in the Parks and Recreation Fund.

PASSED AT FIRST READING: It is requested a resolution be passed amending Section 1 of Resolution No. 014-13R, passed on April 8, 2013, authorizing limited seasonal dockage at the Paper District Marina; and declaring that this resolution 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 resolution under suspension of the rules and in full accordance with Section 14 of the City Charter.

Discussion: Greg Lockhart said he is not so sure he agrees they should increase the **seasonal dockage** and that the intent is to bring in more transient dockage and not be in competition with other marinas in the City and asked Eric Wobser for a brief explanation. Eric Wobser said initially Lake Erie Towing, which after one year managing the marina, is a successful partnership and recommended that the City increase the seasonal dockage slips from 22 to 31, which was proposed to the Commission at a previous meeting and then pulled from the agenda to enter into a longer term agreement with Lake Erie Towing. The reasoning was because those 9 slips were vacant for all but two (2) days and there was a waiting list of people for seasonal slips. Eric Wobser said the feedback from the Commission was the marina was meant to be a transient marina and that is where the compromise of 27 seasonal dockage slips came forward. Dick Brady said he supports the increase and is thrilled Lake Erie Towing can make money for the City and will not put any type of roadblock in their way to continue to be profitable. He added he will never support more than 50% of those docks being seasonal. Dave Waddington said he thinks Lake Erie Towing did fabulous job last year and thought the intent was to get a few more people to go downtown and mentioned there is no longer a security issue as there

was someone there pretty much the whole season and he is definitely supporting this. Dennis Murray said he will be abstaining from voting on this legislation because of his partial ownership of a marina on Shoreline Drive.

Roll call on the motion: Yeas: Dick Brady, Naomi Twine, Nikki Lloyd, and Dave Waddington, 4. Nays: Greg Lockhart, 1. Abstain: Dennis Murray, 1. Roll call on the resolution: Yeas: Dick Brady, Naomi Twine, Nikki Lloyd, and Dave Waddington, 4. Nays: Greg Lockhart, 1. Abstain: Dennis Murray, 1. The President declared the resolution passed at first reading.

ITEM #5 - Submitted by Aaron Klein, Director of Public Works

ACCEPTING GRANT FUNDS THROUGH THE OHIO DEPARTMENT OF NATURAL RESOURCES FOR THE SANDUSKY BAY INITIATIVE

Budgetary Information: There is no impact to the City budget as all projects will be paid for with the available funds from ODNR.

ORDINANCE NO. 16-231: It is requested an ordinance be passed authorizing and directing the City Manager to accept grant funds in the amount of \$1,000,000 from the Ohio Environmental Protection Agency through the Ohio Department of Natural Resources for costs associated with the Healthy Lake Erie Initiative Sustainable Sediment Management Pilot Project Expansion; authorizing the City Manager to execute any grant agreements and to expend the funds consistent with the grant agreement; 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 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: Aaron Klein said typically when the City receives a grant, there is a lengthy application process and we indicate what we want to use the funds for. This grant was different as the Ohio Department of Natural Resources (ODNR) approached the City in the Fall that they wanted to give us one million dollars for projects relating to habitat restoration and beneficial reuse of dredge material along the Sandusky coast and are calling it the Sandusky Bay Initiative. The funds are intended to fund projects for design but not necessarily construction and will create four (4) shovel-ready projects creating larger wetlands throughout the coast that will help clean up the water. Aaron Klein said he is very excited about this project and excited the City can be a leader in the region and leader in Sandusky Bay to make sure the water gets cleaned up for environmental and economic development purposes. Greg Lockhart said he read somewhere in the material it would create dunes. Aaron Klein responded that dunes is an option to look at and consultants will be hired to make sure the projects get designed in a timely manner and the goal is to have a collaborate effort around the entire Sandusky Bay with the understanding that all the final decisions and how the projects are designed will be the City's decision with ODNR but that we want to make sure that these are things can translate around to other locations as well so if dunes make a lot of sense here, if just coastal wetlands, living shorelines, different habitat things, whatever it is, if that makes sense in this location, will it make sense somewhere else. So we are going to look at every option and every alternative and share those for the entire bay. Dennis Murray said obtaining this money is a very big deal and very exciting and is critical for the City because our local economy is very much dependent on the entertainment, amusement, travel industry and in turn very much dependent on the health of Lake Erie. Dennis Murray said these are projects have direct benefits for Sandusky and its economy, our residents and our visitors but also have a huge benefit for the rest of the larger community for Ohio and the region so he is confident the State will be there as a partner to fund these projects once they are shovel-ready.

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

ITEM #6 - Submitted by Aaron Klein, Director of Public Works**PROFESSIONAL SERVICES AGREEMENT WITH MANNIK & SMITH GROUP FOR BROWNFIELDS GRANTS**

Budgetary Information: The Brownfields Grant will fund 100% of this contract.

ORDINANCE NO. 16-232: It is requested an ordinance be passed authorizing and directing the City Manager to enter into a contract with Mannik & Smith Group, Inc., of Beachwood, Ohio, for professional environmental services in conjunction with the USEPA Brownfields Grant received from the U.S. Environmental Protection Agency; 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 the City received \$400,000 from the USEPA for environmental site assessments, remedial action plans, quality plans, and the City determines where to spend the money. The Mannik & Smith Group will perform those assessments for a cost of only \$195,500 so it is possible to hire another consultant at a later date or possibly extending Mannik & Smith's contact. We hear frequently at Commission meetings that we need to do Phase I environmental site assessments to determine if demolition is necessary or to acquire a piece of property and the City is required to do its due diligence and do that environmental assessment to get baseline perimeters. These costs are typically paid with City funds and now we have a resource to fund these assessments.

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

ITEM #7 - Submitted by Jeff Keefe, Project Engineer**FIRST & FINAL CHANGE ORDER FOR CALDWELL RECONSTRUCTION PROJECT – PHASE II**

Budgetary Information: Change Order No. 1 and Final reflects the actual work performed in the field and the actual quantities used and will reduce the contract with Ropper Construction, Inc. from Willard, Ohio by \$21,573.66. The original contract amount was \$308,665.85 and the revised contract amount will be \$287,092.19. This Project is being funded by an Ohio Public Works Commission (OPWC) Grant in the amount of \$141,402.21 (50/50 split up to a maximum of \$175,000) with the City's portion of \$145,689.98 being paid with Community Development Block Grant (CDBG) funds.

ORDINANCE NO. 16-233: It is requested an ordinance be passed authorizing and directing the City Manager to approve the first & final change order for work performed by Ropper Construction Inc., of Willard, Ohio, for the Caldwell Street Reconstruction Project – Phase II; 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 said it is always good to see cost savings on projects and it is also good to see those cost savings when quality has not been compromised. He said the saving was mostly a contingency item that was included for any relocation of underground electric and gas lines if needed but was not necessary and the cost savings also includes final quantities for the project.

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

The President declared the ordinance passed in accordance with Section 14 of the City Charter.

ITEM #8 - Submitted by Maria Muratori, Development Specialist

ECONOMICAL DEVELOPMENT GRANTS FOR IMAGINE BAKING

Budgetary Information: The City will be responsible for providing \$60,313.25 in grant proceeds from the Economic Development Capital Projects Fund on a reimbursable basis at the completion of the project.

A. ORDINANCE NO. 16-234: It is requested an ordinance be passed authorizing and approving a grant in the amount of \$45,313.25 to Imagine Baking, Inc., in relation to the property located at 1034 Hancock Street; 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 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: Maria Muratori, Development Specialist, speaking on Item #8A and B, and Item #9, said the Economic Development Review Committee met and approved the grant portions. She said Imagine Baking has 49 fulltime employees and sales of over 3 million dollars and are proposing several separate projects that together hit on multiple elements of our strategic plan including job creation, beautification of an industrial building, that also happens to be located in a targeted residential area, and one of the projects includes elements of public art and public recreation. Maria Muratori said the first element is painting the exterior of the building that will enhance the property and surrounding areas and, once painted, a mural will be installed with the idea to do a whimsical representation of things going on inside the plant. She said the second element is adding signage to exterior of the building on Hancock Street and Scott Street and in the visitors parking lot and other elements associated with this project are roof repairs which is tied to job creation requirements. Maria Muratori said separately, the Revolving Loan Fund Committee met and approved a separate form of assistance to Imagine Baking to construct a dividing wall inside the facility to allow simultaneously production of both gluten and gluten-free products without the risk of cross-contamination. She said this is a forgivable loan which is tied to the same job creation elements as the roof.

Nikki Lloyd complimented the Development Department on a fantastic job and said it is a very complicated package and the creativity displayed in making sure we are doing what we can for existing businesses in the City is phenomenal. Wes Poole added that a lot of things go into a package like this together that sometimes the public is not aware of. Maria Muratori said initially Commissioner Lockhart approached the Development Department about potential investment at Imagine Baking and he facilitated the application process with the applicants and the City. The City received the applications in the beginning of November and there was a lot of dialog with the applicants about their business, historically, their intention for investing, intentions for job creation, needs and about their projects and from there the applications were sent to the Revolving Loan Fund Committee and Economic Development Review Committee for approvals and ultimately culminated bringing the requests to the Commission.

Greg Lockhart said it is important to him to get back to creating jobs and helping businesses in our area so he reached out to the O'Donnell's to see if there was anything the City could do and put them in touch with Staff. Greg Lockhart said he is excited and very proud of the Staff.

Dick Brady said he is abstaining from voting on this issue as Imagine Baking is a potential customer of his company.

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

B. ORDINANCE NO. 16-235: It is requested an ordinance be passed authorizing and approving a grant in the amount of \$15,000.00 to Imagine Baking, Inc., in relation to the property located at 1034 Hancock Street; 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 full accordance with Section 14 of the City Charter.

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

ITEM #9 - Submitted by Maria Muratori, Development Specialist

REVOLVING LOAN FUND FOR IMAGINE BAKING

Budgetary Information: The City will be responsible for providing \$16,886.25 in loan proceeds from the RLF.

ORDINANCE NO. 16-236: It is requested an ordinance be passed authorizing and approving an economic development loan in the amount of \$16,886.25 to Imagine Baking, Inc.; 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 Dick Brady, 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: Greg Lockhart, Wes Poole, Dick Brady, Dennis Murray, Naomi Twine, Nikki Lloyd, and Dave Waddington, 7. Roll call on the ordinance: Yeas: Greg Lockhart, Wes Poole, Dick Brady, Dennis Murray, Naomi Twine, Nikki Lloyd, and Dave Waddington, 7. The President declared the ordinance passed in accordance with Section 14 of the City Charter.

ITEM #10 - Submitted by Maria Muratori, Development Specialist

COMPROMISE SETTLEMENT FOR REVOLVING LOAN FUNDS MADE TO BASKET OCCASION LLC & ADMIRAL'S DAUGHTER, LLC

Budgetary Information: The City will receive \$3,400 per the proposed Settlement to be deposited into the Revolving Loan Fund. The City will forgive the remaining balance due of \$30,620.64 from the Revolving Loan Fund.

RESOLUTION NO.073-16R: It is requested a resolution be passed approving a compromise settlement for revolving loan funds made to the Basket Occasion, LLC, and Admiral's Daughter, LLC; 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 full accordance with Section 14 of the City Charter.

Discussion: Dave Waddington said he is going to support this settlement of loans which goes back to 2004 and 2006. He said Richard and Mary Ann Peitz took a chance and tried to make good on the loan in which their house is attached and he hopes everyone will support this 100%. Dave Waddington said the economy was in a pothole and sometimes you just have to appreciate that they tried and he wants to see this settled. Nikki Lloyd pointed out that this settlement went through the Revolving Loan Fund (RLF) Committee and was approved. Dennis Murray said the outstanding balances in the RLF have been in review for awhile and some have been outstanding for quite some time. He said the people that are behind do not have the

ability to pay the balance otherwise they would have paid or the City would have taken collection action. Dennis Murray said it is important to get these balances removed from the books and deal with these forthrightly and if this is what the committee concludes as reasonable amount to collect on this loan, he supports it. Eric Wobser added that the Development Department, Law Department, and Finance Department, worked hard to analyze all of the RLF loans and did an impressive job of untangling everything to the extent possible and separating them into categories to determine how to proceed with each of them separately. He said just as importantly as we look forward he wants the Commission and the public to know up front the intention of funds to be a grant, forgivable loan, or repayable loan and they will track and proceed accordingly. We are trying to clean up the past but also have clear intentions of what to expect the level of risk to support going forward.

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

CITY MANAGER'S REPORT

Upon motion of Naomi Twine and second of Nikki Lloyd, the Commission voted to accept a \$100.00 donation from the Milan Township Fire Department Association for use of the safety house during fire prevention month. The President declared the motion passed.

Upon motion of Dave Waddington and second of Naomi Twine, the Commission voted to accept a \$50.00 donation from the Solowiej Family to the Park & Recreation Fund to support youth recreational activities. The President declared the motion passed.

Upon motion of Naomi Twine and second of Nikki Lloyd, the Commission voted to accept a \$10.00 anonymous donation, a \$50.00 donation from Melissa Hebert, and a \$25.00 donation from Linda Scherer in memory of Henry Scherer to the K9 Fund. The President declared the motion passed.

Eric Wobser said **K9 Onur**, a 3 ½ year old male German Shepherd, and his handler, **Officer Ed Ohlemacher**, were certified in special purpose and patrol-related activities on December 20th and the SPD is excited to have K9 Onur joining the SPD family.

Eric Wobser mentioned the SPD attended many community events, assisted with delivering gifts to those in need, distributed "Jacobs Ladder" toys to Venice Heights 1st grade class, passed out stuffed animals at Santa's house during the reindeer event, passed out plush toy K9s as a gift from K9 Gunner and K9 Onur and adopted families in need.

Eric Wobser said the **speed sign that was placed on 5th Street** eastbound lane in the 1100 block and the following data was collected:

- From December 2 to December 8 (7 days) there were 5,483 cars.
- Of those cars, 1,397, or 25%, were above the 25 mph range.
- Only 286, or 5%, were above the 35 mph or over range.

Eric Wobser also stated the SPD will continue to monitor 5th Street, as they do all roads, for violations.

Eric Wobser said many questions have been asked about the City patrolling Cedar Point and asked Chief Orzech to provide a general update on the **City's police presence at Cedar Point**. Chief Orzech said there is a misconception that the SPD is protecting and providing services to Cedar Point's private property and said the Cedar Point Police Department provides all services to the park, to their hotels, to their dormitories, all their property, they handle entirely. Chief Orzech said over the last two (2) seasons, Cedar Point has employed an officer from the SPD for special off-duty assignments. This is similar to what the SPD does for the schools, library, construction companies, etc. and any officer that is at Cedar Point on their property is hired as an off-duty officer to provide safety service functions and any other patrols are just normal

officers handling calls in their assigned zone as part of their regular police services. Chief Orzech added that the Cedar Point Police Department handles so much over there and we should feel blessed to have them as a partner. Dennis Murray said there is no other business in the community that provides police service and he is grateful for it. Dick Brady asked for clarification of qualifications of the Cedar Point police officers and Chief Orzech responded that Cedar Point has a full-time staff all year long that are bonded officers capable of making arrests, carrying firearms, and acting as a peace officer and have the same requirements that our police officers have through the State of Ohio. Cedar Point has non-bonded officers that do not have arrest powers but provides security for the park so they have the fluctuation of staff that perform different functions.

Eric Wobser said that both the Administrative Benefit Review Committee and the Finance Committee have recommended a **2% cost of living adjustments for non-bargaining employees**, effective for the first pay period of 2017 and asked the Commission to approve the recommendation. **Upon motion of Dave Waddington and second of Naomi Twine, the Commission voted to approve the 2% cost of living adjustment for non-bargaining employees, effective for the first pay period of 2017.**

Dennis Murray said this is a regular item that comes to the Commission from the Administrative Benefit Review Committee which he is part of as the President of the Commission, along with the Finance Director, Law Director, and City Manager. He said what they did this year and have done in prior years is to compare the increases that the union employees received and look at what other area governments have done and it seemed right to him and the other members that they recommend to the Commission a 2% increase for our non-bargaining employees.

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

Eric Wobser mentioned the City plans to “nominate” three projects that are currently scheduled in the CSO General Plan to the Ohio EPA for **funding under their new Water Pollution Control Loan Fund (WPCLF) grant** and, if selected, the City would receive interest rate discounts.

Eric Wobser provided an update on the **Justice Center** and that on January 20th the Public Works Department will be accepting proposals through a formal RFP process for properties that meet the eligibility criteria and the RFP will be posted on the City website and advertised in the Sandusky Register. Eric Wobser also said Staff will forward all of the eligible properties to the Site Selection Committee, which includes the Chief Orzech, Judge O’Brien and Commissioner Twine and the top two selected sites will be analyzed in detail with fit plans, optional layouts and parking information. A recommendation will then be presented to the City Commission.

Eric Wobser said that **Vintage Development received \$1.623 Million in State Historic Tax Credits** for the redevelopment of vacant structures on Columbus Avenue, which is the location that has been selected for city administrative offices, and that Staff is looking forward to bringing a lease for the consideration of the Commission in 2017.

Eric Wobser said the second round of the **Sandusky Neighborhood Initiative meetings** have concluded and that CUDC will be working through all of the public comments and on a final draft of the neighborhood plans for a public presentation near the end of January.

Eric Wobser advised that the two (2) originally identified **underground storage tanks at the Sunoco property** have been removed and analytics are currently being done to ensure all the contaminated soil around the tanks have been removed. However, during excavation, an undetected and undocumented third tank was discovered and Staff is currently working with consultants, Mannik & Smith Group and the Ohio Development Services Agency to apply for and secure additional funding in early 2017 to remove this third tank.

Eric Wobser reported that the repair of the sinking floor at the **Amtrak Depot** was completed

on December 5th and this repair paves the way for a \$100,000 renovation of the facility in 2017 to improve accessibility and security.

Eric Wobser mentioned the **Planning Commission meeting** is scheduled for January 25th at 4:30 in the First Floor Conference room and that the **Board of Zoning Appeals meeting** is scheduled for January 19th at 4:30 in the First Floor Conference Room.

Eric Wobser reported that both of the new **salt trucks** have been received and are operational.

Eric Wobser said that Justin Harris, Law Director, was appointed to the **Erie Metropolitan Housing Authority** as the City's representative.

Eric Wobser prepared and provided job descriptions and justifications to the Commission in their packets on the hiring of **two (2) new positions the first of the year which are a GIS Analyst and Recreation Program Supervisor** and requested a motion from the Commission to post and fill the positions. Wes Poole inquired about the Recreation Program Supervisor position and Eric Wobser responded that it is a full-time position and the supervision of the seasonal employees happens on a seasonal basis although all the gearing up for hiring process extends well beyond the season as well as closing up shop at those places. Eric Wobser said a significant portion of the duties of that position are not necessarily related to day-to-day management but includes the actual creation of year round programming and events of the City. Wes Poole said he can support this and will vote yes conditionally and based on the growth of the programs that are to be created, attendance and participation in the programs it shows some value and next year will ask that they take a good look to make sure this is a value and sound addition.

Upon motion of Dave Waddington and second of Naomi Twine, the Commission voted to allow the City Manager to post and fill two (2) new positions. The President declared the motion passed.

OLD BUSINESS

Dave Waddington said he met with Brad Link last week and discussed projects in the parks for 2017. He said an ADA sidewalk will be added to **Foxborough Park** and a bigger playground for **Lions Park** so he thinks the City is doing well as far as the parks and hope this continues.

NEW BUSINESS

Greg Lockhart said this is the end of the first year he was elected to the City Commission and it was an amazing year getting to know the Staff, learning their job responsibilities, and getting along with his fellow Commissioners. He said it has been a great experience and a good year and going to be an amazing 2017. Greg Lockhart said everybody cares about something different, and we need each one of them, and everybody represents somebody in this community and it is an awesome Commission that is together this year.

Naomi Twine announced the **Office Hour with Commissioners is set for Wednesday, January 11th at 6 p.m. in the Commission Chambers** and will be **hosted by Commissioners Murray and Twine.**

Dick Brady said he and Commissioner Waddington received a thank you from the Director of **Care and Share** as a result of serving a few Saturdays ago and encouraging people to make cash donation and food and clothing donations. He said Care & Share raised a little over \$2000 in cash and approximately \$3000 in goods in services in that 2 hour period.

Dennis Murray formally appointed **Dave Waddington as the liaison to the Recreation Department.**

AUDIENCE PARTICIPATION

Monica Hall, 813 Perry Street, expressed her concerns with **residential streets during inclement weather** and the icy situation a few weeks ago. She said the main streets were clear

but the rest of the streets had not been touched and she should not have to drive on unsafe road conditions. Ms. Hall also indicated the roads in other rural areas were clear and dry and asked what they are doing that the City is not. Dennis Murray said there have been a lot of comments about the inability to clear the ice following the ice storm and with some of our smaller streets it gets difficult to a salt truck back there. He also mentioned that rural areas generally do not have as many trees and for salt to be effective it needs sunlight. Brad Link added that more traffic and sunlight will generate more heat which is going to remove the ice from the intersections. He said once the ice is there and we do not get warming temperatures, we are fighting a losing battle. Brad Link also said when the ice storm hit many of the trucks were set up with leaf boxes and not salt boxes so there were a limited number of trucks available. Naomi Twine asked if there a way to treat the streets prior to storms as there were weather reports that it was going to be bad. Brad Link responded that there are streets that we put brine down on but that is mostly done on the main streets for police and fire so emergency vehicles can get places faster. We do not have the capacity to do all of the streets and even with 24 hour notice we would not be able to get to all the side streets unfortunately. Wes Poole asked if we could look at increasing as much as possible the prime and the streets. Dick Brady added there is no good answer and no good reason why we are not in the neighborhoods but said we will be more preemptive than we have been in the past when bad weather is coming. Wes Poole said the City is responsible to take care of our streets and there is no excuse but suggests the township might have fewer streets and the streets are actually maintained by the County, State and Township and that might be why the township streets always look so good. Dennis Murray said we resolve to do better.

At 7:00 p.m., upon motion of Naomi Twine and second of Nikki Lloyd, the commission voted to adjourn. The President announced the motion passed.

Paige Doster
Acting Clerk

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