



**SANDUSKY CITY COMMISSION
REGULAR SESSION AGENDA
January 9, 2017 at 5 p.m.
City Hall, 222 Meigs Street**

INVOCATION	N. Twine
PLEDGE OF ALLEGIANCE	
CALL TO ORDER	
ROLL CALL	D. Waddington, G. Lockhart, N. Twine, D. Murray, N. Lloyd, D. Brady, W. Poole
APPROVAL OF MINUTES	December 27, 2016
AUDIENCE PARTICIPATION	
COMMUNICATIONS	Motion to accept all communications submitted below
CURRENT BUSINESS	

CONSENT AGENDA ITEMS

A. Submitted by Marvin Ranaldson, Transit Administrator

AGREEMENT WITH LAKESHORE HEALTH PARTNERS FOR TRANSPORTATION SERVICES

Budgetary Information: STS will receive \$8.00 per one-way trip from Lakeshore Health Partners, Inc. for the length of the proposed contract. This funds collected will be used to offset the capital, planning and operating expenses through the 2017 5311 Rural grant program.

ORDINANCE NO. _____: 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 Lakeshore Health Partners for services related to the Sandusky Transit System; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

B. Submitted by Brad Link, Director of Public Services

INTENT TO DISPOSE OF CITY PROPERTY THROUGH INTERNET AUCTIONS DURING CALENDAR YEAR 2017

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

RESOLUTION NO. _____: It is requested a resolution be passed declaring the intent of the City of Sandusky to dispose of personal property and equipment as having become obsolete, unnecessary or unfit for City use through internet auctions during the calendar year 2017; and declaring that this resolution shall take immediate effect in accordance with Section 14 of the City Charter.

REGULAR AGENDA ITEMS

SECOND READING

ITEM #1 - 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. The 2016 season will be the first season that the Paper District Marina operate since opening in 2011.

RESOLUTION NO. _____: 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.

ITEM #2 - Submitted by Matt Lasko, Chief Development Officer

CONTRACT WITH DORE & ASSOCIATES CONTRACTING FOR THE DEMOLITION AND ASBESTOS ABATEMENT OF FORMER WISTERIA FARMS

Budgetary Information: The total project cost based upon the bid, including above ground demolition and asbestos abatement activities and advertising, is \$144,554 (\$154 for advertising). The project will be paid for from the EMS fund.

ORDINANCE NO. _____: It is requested an ordinance be passed authorizing and directing the City Manager to enter into a contract with Dore & Associates Contracting, Inc. of Bay City, Michigan, for the demolition and asbestos abatement of the former Wisteria Farms project; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

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

CONTRACT WITH DOWN 2 EARTH DEMOLITION & EXCAVATING FOR THE DEMOLITION AND ASBESTOS ABATEMENT OF 425 WARREN STREET

Budgetary Information: The total project cost based upon the bid, including demolition and abatement activities and advertising, is \$63,651.80 (\$151.80 for advertising). The project will be paid for from the EMS fund.

ORDINANCE NO. _____: It is requested an ordinance be passed authorizing and directing the City Manager to enter into a contract with Down 2 Earth Demolition & Excavating, LLC, of Norwalk, Ohio, for the Demolition and Asbestos Abatement of 425 Warren Street project; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

ITEM #4 - Submitted by Aaron Klein, Director of Public Works

CONTRACT WITH CINTAS FOR THE SUPPLY AND SERVICE OF UNIFORMS FOR CITY PERSONNEL

Budgetary Information: Funds for the payment of this service are routinely included in the operating budgets of City departments.

ORDINANCE NO. _____: It is requested an ordinance be passed authorizing and directing the City Manager to enter into a three year contract with Cintas Corporation of Sandusky, Ohio, for the supply and service of uniforms for city personnel for the period of February 1, 2017, through January 31, 2020; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

ITEM #5 - Submitted by Brad Link, Director of Public Services

NEW FEE SCHEDULE FOR OAKLAND CEMETERY AND MEMORIAL PARK RULES AND REGULATIONS

Budgetary Information: There is no impact on the budget.

ORDINANCE NO. _____: It is requested an ordinance be passed approving the new fee schedule as recommended by the Cemetery Board for the Oakland Cemetery and Memorial Park Rules and Regulations; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

CITY MANAGER'S REPORT

OLD BUSINESS

NEW BUSINESS

AUDIENCE PARTICIPATION

Open discussion on any item (5 minute limit)

EXECUTIVE SESSION(S)

ADJOURNMENT

Buckeye Broadband broadcasts on Channel 76:

Monday, January 9 at 8:30 p.m.

Tuesday, January 10 at 5 p.m.

Monday, January 16 at 8:30 p.m.

YouTube: https://www.youtube.com/channel/UCBxZ482ZeTTixa_Rm16YWTQ



City of Sandusky Department of Planning and Development
222 Meigs Street, Sandusky, OH 44870
(419) 627-5715

TO: Eric Wobser, City Manager
FROM: Marvin Ranaldson, Transit Administrator
DATE: December 28, 2016
SUBJECT: Agreement for Transportation services- Lakeshore Health Partners Inc.

ITEM FOR CONSIDERATION: Legislation requesting approval for the City Manager to enter into a contract for transportation services between the City of Sandusky / Sandusky Transit System and Lakeshore Health Partners Inc.

BACKGROUND INFORMATION: The Sandusky Transit System (STS) will provide safe, reliable, transportation services to Lakeshore Health Partners Inc. Clients from their home to the Alternative care center and back home. These trips are coordinated between Lakeshore Health Partners Inc. and STS. This contract is in effect from January 1, 2017 until December 31, 2017 at a negotiated rate of \$8.00 per trip.

STS will provide Lakeshore Health Partners Inc. with reports, training and information that were agreed upon in said proposed contract. Lakeshore Health Partners Inc. will be invoiced and billed on a monthly basis and be expected to pay in a timely manner. The Funds received from this contract will help meet the local match to support the 2017 5311 Rural grant program to support transit in Erie County.

BUDGET IMPACT: STS will receive \$8.00 per one-way trip from Lakeshore Health Partners Inc. for the length of the proposed contract. This funds collected will be used to offset the capital, planning and operating expenses through the 2017 5311 Rural grant program.

ACTION REQUESTED: It is requested legislation be adopted allowing the City Manager to enter into a contract for transportation services with Lakeshore Health Partners Inc. It is further requested that this legislation take immediate effect in full accordance with Section 14 of the City Charter to allow the agreement to be executed as soon as possible as the commencement date was January 1, 2017.

I concur with this recommendation:

Eric Wobser
City Manager

Angela Byington
Director of Planning

Marvin Ranaldson
Transit Administrator

cc: Kelly Kresser, Clerk of the City Commission
Hank Solowiej, Finance Director

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY MANAGER TO ENTER INTO AN AGREEMENT FOR TRANSPORTATION SERVICES BETWEEN THE CITY OF SANDUSKY AND LAKESHORE HEALTH PARTNERS FOR SERVICES RELATED TO THE SANDUSKY TRANSIT SYSTEM; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, the Sandusky Transit System will provide transportation services approved by Lakeshore Health Partners for program participants throughout Erie County and these services will be coordinated between Lakeshore Health Partners and the Sandusky Transit System; and

WHEREAS, the Sandusky Transit System will receive \$8.00 per one-way trip per passenger for the period of January 1, 2017, through December 31, 2017; and

WHEREAS, this Ordinance should be passed as an emergency measure under suspension of the rules in accordance with Section 14 of the City Charter in order to approve the terms of the agreement which commenced on January 1, 2017, and immediately execute the agreement; and

WHEREAS, in that it is deemed necessary in order to provide for the immediate preservation of the public peace, property, health, and safety of the City of Sandusky, Ohio, and its citizens, and to provide for the efficient daily operation of the Municipal Departments, including the Sandusky Transit System, of the City of Sandusky, Ohio, the City Commission of the City of Sandusky, Ohio finds that an emergency exists regarding the aforesaid, and that it is advisable that this **Ordinance** be declared an emergency measure which will take immediate effect in accordance with Section 14 of the City Charter upon its adoption; and NOW, THEREFORE,

BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF SANDUSKY, OHIO, THAT:

Section 1. The City Manager be and hereby is authorized to execute an Agreement with Lakeshore Health Partners for transportation services related to the Sandusky Transit System for the period from January 1, 2017, through December 31, 2017, substantially in the same form as reflected in Exhibit "1" which is attached to this Ordinance and specifically incorporated as if fully rewritten herein together with such revisions or additions as are approved by the Law Director as not being substantially adverse to the City and being consistent with the objectives and requirements of this Ordinance and with carrying out the City's public purposes.

Section 2. If any section, phrase, sentence, or portion of this Ordinance is for any reason held invalid or unconstitutional by any Court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

Section 3. This City Commission finds and determines that all formal actions of this City Commission concerning and relating to the passage of this Ordinance were taken in an open meeting of this City Commission and that all deliberations of this City Commission and of any of its committees that resulted in those formal actions were in meetings open to the public in compliance with the law.

Section 4. That for the reasons set forth in the preamble hereto, this Ordinance is hereby declared to be an emergency measure which shall take immediate effect in accordance with Section 14 of the City Charter after its adoption and due authentication by the President and the Clerk of the City Commission of the City of Sandusky, Ohio.

DENNIS E. MURRAY, JR.
PRESIDENT OF THE CITY COMMISSION

ATTEST: _____
KELLY L. KRESSER
CLERK OF THE CITY COMMISSION

Passed: January 9, 2017

TRANSPORTATION AGREEMENT

This Transportation Agreement between the City of Sandusky's Sandusky Transit System (STS) and Lakeshore Health Partners outlines the terms agreed upon between the parties for provision of program eligible transportation service.

Term: The services performed under this agreement will be for the period commencing January 1, 2017 and continuing through December 31, 2017.

Scope of Service: STS will provide transportation services approved by Lakeshore Health Partners for program participants throughout Erie County.

Operating Days: Service will be available every day except the following holidays: Monday, January 16, 2017, Martin Luther King Day; Monday, February 20, 2017, Presidents Day; Monday, May 29, 2017, Memorial Day; Tuesday, July 04, 2017, Independence Day; Monday, September 04, 2017, Labor Day; Saturday, November 11, 2017, Veterans' Day; Thursday, November 23, 2017, Thanksgiving; Monday, December 25, 2017, Christmas Day;

Fare and Payment Schedule: Lakeshore Health Partners will be billed at the rate of \$8.00 per one-way trip per passenger for all service requests for all clients.

Lakeshore Health Partners will be billed for transportation services rendered on a monthly basis.

STS Responsibilities

1. Vehicle Operations: STS will be responsible for operations and maintenance functions as necessary to provide the highest quality service possible, including: hiring and training of drivers, supervising personnel, processing passenger reservations and preparing daily schedules, dispatching vehicles, maintaining, servicing, and repairing vehicles and equipment, and insuring vehicles, employees, and passengers. STS as Shared Ride Service reserves the right to combine Trips between multiple organizations.
2. Passenger Reservations and Scheduling: STS will maintain a telephone number to Lakeshore Health Partners staff to make or cancel reservations as necessary.
3. Ensure compliance with Ohio Administrative Code #173-39-02. Utilize forms to record daily and annual vehicle inspections and safety checklist. Ensure an annual vehicle inspection that complies with section 4513.52 of OAC 173-3-02. Maintain a written vehicle/bus maintenance plan to be provided to Lakeshore Health Partners upon request.
4. Driver qualifications: STS will ensure all drivers meet or exceed the standards set forth in OAC #173-39-02 and records of their qualifications maintained and available for inspection by Lakeshore Health Partners upon request.

Agency Responsibilities

1. Passenger Information: The following information must be provided for each individual: name; date of birth; address; telephone number; and any special accommodations that may be necessary for the comfort and convenience of passenger. Additions or deletions to information may be communicated to STS in writing or by telephone or fax.
2. Payment for Services: Payment for transportation services provided to clients of your agency will be expected upon receipt of billing. Billing will normally be mailed by the 10th of month following service.

Monitoring and Evaluation: STS and Lakeshore Health Partners will monitor the manner in which the terms of this Agreement are being carried out and evaluate its effectiveness.

Amendments: This Agreement may be amended at any time by a written amendment signed by both parties. Reasons for amendments may include, but are not necessarily limited to, the following:

- The quality or extent of general public services furnished by STS does not meet need of Lakeshore Health Partners

The actual cost of providing service significantly increases above the originally agreed upon rates and terms.

Termination: This agreement may be terminated by either party upon ninety (90) days notice in writing provided by one party to the other. In the event that funding for the services covered in this agreement is eliminated or decreased, each party shall have a right to terminate or negotiate a modification of the scope and compensation. STS will continue to provide service until the effective date of termination, and Lakeshore Health Partners will make payment in accordance with the payment provisions of the Agreement for the services prior to the effective date of termination.

BY:

Eric Wobser, City Manager

Lakeshore Health Partners

Date

Date

Approved As to Form:

Trevor M. Hayberger, Assistant Law Director



Department of Public Services

Brad Link, Director
blink@ci.sandusky.oh.us

1024 Cement Ave.
Sandusky, OH 44870
Phone: 419.627.5984

Fleet Maintenance
Horticultural Services
Oakland Cemetery & Memorial Park
Property & Grounds Maintenance
Street & Traffic Services

TO: Eric Wobser, City Manager

FROM: Brad Link, Director of Public Services

DATE: December 29th, 2016

SUBJECT: Internet Sales

ITEM FOR CONSIDERATION: It is requested that the City Commission approve legislation declaring the City's intent to sell unneeded vehicles, equipment and other assets, through the use of public internet auction for the calendar year 2017.

BACKGROUND INFORMATION: ORC, Section 721.15 (D) requires the adoption of a resolution expressing the intent of the City of Sandusky to sell unneeded property by internet auction during each calendar year. Each item shall be offered for sale for a minimum of ten (10) calendar days and shall be paid for as described in the "Online Sales Terms and Conditions of the City of Sandusky" (Exhibit A). Shipping and delivery costs shall be the responsibility of the purchaser. The representative for the City for the purpose of internet auctions shall be the Fleet Maintenance Chief Foreman. Internet auctions shall be conducted by using govdeals.com, propertyroom.com, assetnation.com, ebay.com government surplus, or such other websites that are found to be most effective and efficient in disposing of the items at the best price obtainable which have been designated for disposal by the Fleet Maintenance Chief Foreman and declared unnecessary and unfit for City use by the City Commission. The City's website will be a link for the Public to participate in the auction process.

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

ACTION REQUESTED: It is requested that legislation be approved authorizing the disposal of the vehicles, equipment, and other assets through the use of public internet auction. It is further requested this legislation take immediate effect in full accordance with Section 14 of the City Charter in order to begin conducting sales through internet auctions at the earliest opportunity.

I concur with this recommendation:

Brad Link, Director of Public Services

Eric Wobser, City Manager

Cc: Justin Harris, Law Director
Hank Solowiej, Finance Director
Kelly Kresser, City Commission Clerk

RESOLUTION NO. _____

A RESOLUTION DECLARING THE INTENT OF THE CITY OF SANDUSKY TO DISPOSE OF PERSONAL PROPERTY AND EQUIPMENT AS HAVING BECOME OBSOLETE, UNNECESSARY OR UNFIT FOR CITY USE THROUGH INTERNET AUCTIONS DURING THE CALENDAR YEAR 2017; AND DECLARING THAT THIS RESOLUTION SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, pursuant to Ohio Revised Code Section 721.15(D), the City is required to adopt a Resolution, during each calendar year, expressing its intent to sell personal property that has become unneeded, obsolete or unfit for municipal purposes by internet auction; and

WHEREAS, Section 25 of the City Charter authorizes the City Manager to conduct all sales of personal property that the City Commission has declared as obsolete, unnecessary or unfit for City use; and

WHEREAS, the internet auctions will be conducted in accordance to the City's online sales terms and conditions and each item shall be offered for sale for a minimum of ten (10) calendar days including Saturday, Sunday, and legal Holidays; and

WHEREAS, this Resolution should be passed as an emergency measure under suspension of the rules in accordance with Section 14 of the City Charter in order to begin conducting sales through internet auctions at the earliest opportunity; and

WHEREAS, in that it is deemed necessary in order to provide for the immediate preservation of the public peace, property, health, and safety of the City of Sandusky, Ohio, and its citizens, and to provide for the efficient daily operation of Municipal Departments, including the Department of Public Services, of the City of Sandusky, Ohio, the City Commission of the City of Sandusky, Ohio, finds that an emergency exists regarding the aforesaid, and that it is advisable that this **Resolution** be declared an emergency measure which will take immediate effect in accordance with Section 14 of the City Charter upon its adoption; and NOW, THEREFORE

BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF SANDUSKY, OHIO, THAT:

Section 1. This City Commission hereby declares its intent to use internet auctions as a means to dispose of personal property that this Commission declares obsolete, unnecessary or unfit for City use pursuant to Section 25 of the City Charter for the period of January 1, 2017, through December 31, 2017.

Section 2. This City Commission authorizes and directs the City Manager or designee to conduct the internet auctions in accordance to the City's on-line sales terms and conditions, a copy of which is on file in the office of the Director of Public Services and attached to this Resolution, marked Exhibit "A", and specifically incorporated as if fully rewritten herein, together with such revisions or additions as are approved by the Law

Director as not being adverse to the City and as being consistent with the objectives and requirements of this Resolution.

Section 3. The Clerk of the City Commission be and is hereby directed to publish notice of the City's intent to dispose of personal property and equipment as having become obsolete, unnecessary or unfit for City use through internet auctions pursuant to Ohio Revised Code Section 721.15(D).

Section 4. If any section, phrase, sentence, or portion of this Resolution is for any reason held invalid or unconstitutional by any Court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

Section 5. This City Commission finds and determines that all formal actions of this City Commission concerning and relating to the passage of this Resolution were taken in an open meeting of this City Commission and that all deliberations of this City Commission and of any of its committees that resulted in those formal actions were in meetings open to the public in compliance with the law.

Section 6. That for the reasons set forth in the preamble hereto, this Resolution is hereby declared to be an emergency measure which shall take immediate effect in accordance with Section 14 of the City Charter after its adoption and due authentication by the President and the Clerk of the City Commission of the City of Sandusky, Ohio.

DENNIS E. MURRAY, JR.
PRESIDENT OF THE CITY COMMISSION

ATTEST: _____
KELLY L. KRESSER
CLERK OF THE CITY COMMISSION

Passed: January 9, 2017



City of Sandusky
Sandusky, Ohio
Online Sales - Terms and Conditions
1/10/17

All bidders and other participants of this service agree they have read and fully understand these terms and agree to be bound thereby.

Guaranty Waiver. All assets are offered for sale “**AS IS, WHERE IS.**” **Seller** makes no warranty, guaranty or representation of any kind, expressed or implied, as to the merchantability or fitness for any purpose of the property offered for sale. The Buyer is not entitled to any payment for loss of profit or any other money damages – special, direct, indirect or consequential.

Description Warranty. **Seller** warrants to the Buyer the property offered for sale will conform to its description. Any claim for mis-description must be made prior to removal of the property. If **Seller** confirms the property does not conform to the description, **Seller** will keep the property and refund any money paid. The liability of the **Seller** shall not exceed the actual purchase price of the property. Please note upon removal of the property, **all sales are final.**

Personal and property risk. Persons attending during exhibition, sale or removal of goods assume all risks of damage of or loss to person and property and specifically release the seller and **GovDeals** or any other internet auction host from liability therefore.

Inspection. Most assets offered for sale are used and may contain defects not immediately detectable. Bidders may inspect the property prior to bidding. Bidders must adhere to the inspection dates and times indicated in the asset description. See special instructions on each asset page for inspection details.

Consideration of Bid. **Seller** reserves the right to reject any and all bids and to withdraw from sale any of the assets listed.

Buyer's Certificate. Successful bidders will receive a Buyer's Certificate by email from **GovDeals** or where it applies with any other internet auction websites.

Buyers Premium. If a Buyer's Premium if applicable, is shown on the auction page bidder box, then that amount (expressed as a percentage of the final selling price) will be added to the final selling price of all items in addition to any taxes imposed.

Payment. Payment in full is due not later than **5 business days** from the time and date of the Buyers Certificate. Acceptable forms of payment are:

- PayPal
- Wire Transfer
- Visa
- MasterCard
- American Express
- Discover
- U. S. Currency
- Certified Cashier's Check
- Money Order
- Company Check (with Bank Letter guaranteeing funds)

PayPal and Credit Card purchases are limited to below \$5,000.00. If the winning bid plus applicable taxes, if any indicated, and the buyer's premium, equals more than \$4,999.99, PayPal and Credit Cards may not be used. If Wire Transfer is chosen, a Wire Transfer Transaction Summary page will provide payment and account information. The Wire Transfer must be completed within 5 days.

Removal. All assets must be removed within **ten (10) business days** from the time and date of issuance of the Buyer's Certificate. Purchases will be released only upon receipt of payment as specified. Successful bidders are responsible for loading and removal of any and all property awarded to them from the place where the property is located as indicated on the website and in the Buyer's Certificate. The Buyer will make all arrangements and perform all work necessary, including packing, loading and transportation of the property. Under no circumstances will **Seller** assume responsibility for packing, loading or shipping. See special instructions on each asset page for removal details. A daily storage fee of \$10.00 may be charged for any item not removed within the ten (10) business days allowed and stated on the Buyer's Certificate.

Vehicle Titles. **Seller** will issue a title or certificate upon receipt of payment. Titles may be subject to restrictions as indicated in the asset description on the website.

Default. Default shall include (1) failure to observe these terms and conditions; (2) failure to make good and timely payment; or (3) failure to remove all assets within the specified time. Default may result in termination of the contract and suspension from participation in all future sales until the default has been cured. If the Buyer fails in the performance of their obligations, **Seller** may exercise such rights and may pursue such remedies as are provided by law. **Seller** reserves the right to reclaim and resell all items not removed by the specified removal date.

Acceptance of Terms and Conditions. By submitting a bid, the bidder agrees they have read, fully understand and accept these Terms and Conditions, and agree to pay for and remove the property, by the dates and times specified. These Terms and Conditions are displayed at the top of each page of each asset listed on **GovDeals** or where it applies to any other internet auction host website . Special Instructions appearing on the asset page will override certain sections of the terms and conditions.

State/Local Sales and/or Use Tax. Buyers may be subject to payment of State and/or local sales and/or use tax. Buyers are responsible for contacting seller or the appropriate tax office, completing any forms and paying any taxes that may be imposed.

Sales to Employees. Employees of the **Seller** may bid on the property listed for auction, so long as they do NOT bid while on duty.



TO: Eric Wobser, City Manager

FROM: Victoria Kurt, Recreation Superintendent

DATE: December 13, 2016

RE: Commission Agenda Item

ITEM FOR CONSIDERATION: Requesting legislation to approve and authorize the addition of seasonal dockage at the Paper District Marina from twenty two (22) slips to twenty seven (27) slips for the 2017 season.

BACKGROUND INFORMATION: Lake Erie Towing LLC., has requested to extend the seasonal docks at the Paper District Marina from the current twenty two (22) slips to add an additional five (5) slips, totaling twenty seven (27) seasonal slips. In 2012, the PDM introduced seasonal dockage and since then it has been a major factor in the stream line of revenues and the offset of expenses. The Marina will continue to offer majority short-term transient dock slips with a total of thirty five (35) transient slips available throughout the season.

The seasonal dock addition requested by Lake Erie Towing, LLC, will help increase the Paper District Marina revenues and will allow the Marina to continue to be the short-term transient hub in Sandusky.

BUGETARY 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. The 2016 season will be the first season that the Paper District Marina operates in the black since opening in 2011.

ACTION REQUESTED: It is requested that the proper legislation be prepared to authorize the addition of five (5) seasonal docks at the Paper District Marina. It is further requested that this legislation take immediate effect in full accordance with Section 14 of the City Charter in order to allow the operator to promote dockage for the 2017 season and there is currently a waiting list for seasonal dockage and the City desires to secure these potential lessees prior to the boating season.

I concur with this recommendation:

Eric Wobser, City Manager



3501 Cleveland Road
Sandusky, OH 44870
TOLL FREE - 844-TOWBOAT
Local Phone - (419) 627-8634
Fax - (419) 626-8242
www.lakeerietowing.com
Email: towboats@lakeerietowing.com

December 4th, 2016

Eric Wobser

City Manager, City of Sandusky

222 Meigs Street

Sandusky, Ohio 44870

RE: Increasing seasonal dockage from 22 to 31 at the Paper District Marina

Dear Eric,

We are requesting that the City Commissioners approve an increase of Seasonal Docks at the Paper District Marina. We started the 2016 season with 14 seasonal dock holders and ended the season with 22 seasonal dock holders. We have a greater demand for boaters wanting to be seasonal dock holders. With this increase it will fill some of the docks that were empty all summer and not affect the short term transient boater.

The following 3 pages shows the 8 busiest weekends data:

Page 1. the number of boats at the marina on the 8 days with 40 transient docks

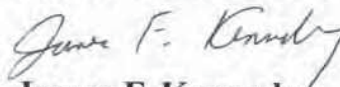
Page 2. the number of empty docks at the marina on the 8 days with 40 transient docks

Page 3. the projected number of empty docks for 2017 using the 8 busiest days with the approved increase of 31 transient docks.

Here are also some key facts that support the increase to 31:

1. We had excellent weather, less than 3 "weather days" all summer
2. At the end of the season the marina was full at 22 with a waiting list
3. For only 2 short periods (less than 2 hrs.) on June 11th & 18th we were completely full

Thank You for the Consideration


James F. Kennedy

Fleet Manager

Lake Erie Towing LLC / Towboat US

of Boats at the Paper District Marina for the 8 Busiest Days in 2016

62 Total Docks (40 Transient and 22 Seasonal)

	May 29th	June 11th	June 18th	July 2nd
	Memorial Day	Boat Show	CIC Regatta	4th of July
Overnighters from Events		15 boats	14 boats	
0900 to Noon	7	4	5	8
Noon to 1400	21	9	15	16
1400 to 1600	21	11	11	9
1600 to 1800 with Overnighters	14	28	29	29
1800 to End with Overnighters	11	34	34	18
Overnighters included in above	5	19	19	9

Only 2 short periods on the evening of June 11th & 18th were greater than 31 docks

	July 3rd 4th of July	Aug. 6th Regular	Sept. 3rd Tall Ships	Sept. 4th Tall Ships
0900 to Noon	7	7	5	8
Noon to 1400	21	14	18	28
1400 to 1600	16	17	14	19
1600 to 1800 with Overnighters	26	16	11	15
1800 - End with Overnighters	24	18	16	14
Overnighters included in above	11	2	3	2

*** The above numbers are based off of the average boater staying for a 2 hour visit***

June 3rd & 4th - Bike Weekend was completely FULL with 40 Overnighters.

of Empty Transient Docks at the Paper District Marina - 8 Busiest Days 2016

The below #'s are the empty docks out of 40 Transient docks

62 Total Docks (40 Transient and 22 Seasonal)

	May 29th	June 11th	June 18th	July 2nd
	Memorial Day	Boat Show	CIC Regatta	4th of July
Overnighters from Events		15 boats	14 boats	
0900 to Noon	33	36	35	32
Noon to 1400	19	31	25	24
1400 to 1600	19	29	29	31
1600 to 1800 with Overnighters	26	12	11	11
1800 to End with Overnighters	29	6	6	22
Empty docks with Overnighters	35	21	21	31

Only 2 short periods on the evening of June 11th & 18th were greater than 31 docks

	July 3rd 4th of July	Aug. 6th Regular	Sept. 3rd Tall Ships	Sept. 4th Tall Ships
0900 to Noon	33	33	35	32
Noon to 1400	19	26	22	12
1400 to 1600	24	23	26	21
1600 to 1800 with Overnighters	14	24	29	25
1800 - End with Overnighters	16	22	24	26
Empty Docks with Overnighters	29	38	37	38

*** The above numbers are based off of the average boater staying for a 2 hour visit***

June 3rd & 4th - Bike Weekend was completely FULL with 40 Overnighters.

of Empty Transient Docks Projected for 2017 using 8 Busiest Days -2016

The below #'s are the empty docks out of 31 Transient docks

62 Total Docks (31 Transient and 31 Seasonal) Proposal for 2017

	May 29th	June 11th	June 18th	July 2nd
	Memorial Day	Boat Show 15 boats	CIC Regatta 14 boats	4th of July
Overnighters from Events				
0900 to Noon	24	27	5	23
Noon to 1400	10	22	6	15
1400 to 1600	10	20	20	22
1600 to 1800 with Overnights	22	3	2	2
1800 to End with Overnights	25	-3	-3	13
Empty docks with Overnights	26	12	12	22

****Only 2 short periods on the evening of June 11th & 18th were greater than 31 docks****

	July 3rd 4th of July	Aug. 6th Regular	Sept. 3rd Tall Ships	Sept. 4th Tall Ships
0900 to Noon	24	24	26	23
Noon to 1400	10	17	13	3
1400 to 1600	15	14	17	12
1600 to 1800 with Overnights	5	15	20	16
1800 - End with Overnights	7	13	15	17
Empty Docks with Overnights	20	29	28	29

*****The above numbers are based off the average boater staying for a 2 hour visit*****

June 3rd & 4th - Bike Weekend was completely FULL with 40 Overnights.

RESOLUTION NO. _____

A RESOLUTION 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.

WHEREAS, the City Commission authorized limited seasonal dockage at the Paper District Marina by Resolution No. 014-13R, passed on April 8, 2013; and

WHEREAS, this amendment to Resolution No. 014-13R, modifies seasonal dockage at the Paper District Marina from twenty-two (22) to twenty-seven (27) dockage slips; and

WHEREAS, this Resolution should be passed as an emergency measure under suspension of the rules in accordance with Section 14 of the City Charter as there is currently a waiting list for seasonal dockage and the City desire to secure these potential lessees prior to the boating season; and

WHEREAS, in that it is deemed necessary in order to provide for the immediate preservation of the public peace, property, health, and safety of the City of Sandusky, Ohio, and its citizens, and to provide for the efficient daily operation of the Municipal Departments, including the Recreation Department, of the City of Sandusky, Ohio, the City Commission of the City of Sandusky, Ohio, does find that an emergency exists regarding the aforesaid, and that it is advisable that this **Resolution** be declared an emergency measure which will take immediate effect in accordance with Section 14 of the City Charter; and NOW, THEREFORE

BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF SANDUSKY, OHIO, THAT:

Section 1. This City Commission hereby amends Section 1 of Resolution No. 014-13R, passed on April 8, 2013, to limit seasonal dockage at the Paper District Marina from twenty-two (22) slips to twenty-seven (27) dockage slips, more specifically described in Exhibit "A", a copy of which is attached to this Ordinance and is specifically incorporated as if fully rewritten herein

Section 2. If any section, phrase, sentence, or portion of this Resolution is for any reason held invalid or unconstitutional by any Court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

Section 3. This City Commission finds and determines that all formal actions of this City Commission concerning and relating to the passage of this Resolution were taken in an open meeting of this City Commission and that all deliberations of this City Commission and of any of its committees that resulted in those formal actions were in meetings open to the public in compliance with the law.

Section 4. That for the reasons set forth in the preamble hereto, this Resolution is hereby declared to be an emergency measure which shall take immediate effect in accordance with Section 14 of the City Charter after its adoption and due authentication by the President and the Clerk of the City Commission of the City of Sandusky, Ohio.

DENNIS E. MURRAY, JR.
PRESIDENT OF THE CITY COMMISSION

ATTEST: _____
KELLY L. KRESSER
CLERK OF THE CITY COMMISSION

Passed: January 9, 2017

40'

40'

A**B**

36'

30'

15

16

50 AMP

14

17

13

18

12

19

11

20

10

21

A Dock / 50 Amp - 27 Transient Slips & 5 Seasonal
B Dock / 30 Amp - 8 Transient Slips & 22 Seasonal
Total Dock - 35 Transient Slips & 27 Seasonal

9

22

8

23

7

24

6

25

5

26

4

27

3

28

2

29

PUMP OUT

1

30

70' Slip (30'+40') Transient Dockage

32 (Transient Jet Ski Area)

16

17

30 AMP

15

18

14

19

13

20

12

21

Over night

11

22

10

23

Over night

9

24

8

25

Over night

7

26

8 - 30 amp Overnights Slip location
varies on Seasonal's request/needs

6

27

Over night

5

28

4

29

3

30

2

1

4-JET SKI
DOCKS (8) to-
tal

Seasonal Dockage



Department of Community Development

Matthew D. Lasko
mlasko@ci.sandusky.oh.us

222 Meigs St.
Sandusky, OH 44870
Phone: 419.627.5707
Fax: 419.627.5933
www.ci.sandusky.oh.us

To: Eric Wobser, City Manager

From: Matthew D. Lasko, Chief Development Officer

Date: December 28, 2016

Subject: Commission Agenda Item – Permission to Execute Demolition and Abatement Contract for Former Wisteria Farms Facility

Item for Consideration: Ordinance authorizing and directing the City Manager to enter into a contract for above ground demolition and asbestos abatement of the former Wisteria Farms facility located at 1610 Campbell Street and further identified as permanent parcels 57-01393.000, 57-01394.000, 57-01395.000 and 57-01396.000.

Background Information: The former Wisteria Farms site (the “Property”) is comprised of four (4) permanent parcels located on the east side of Campbell Street between W. Boalt Street and Taylor Street. The property was partially demolished under emergency circumstances years ago - however the work did not address the garage structures in the rear of the Property, the brick piles and the remaining foundation of the partially demolished building. As a result, the Property has been subject to numerous and continued nuisance complaints based on the remaining conditions.

The City has continued to undertake necessary due diligence at the Property to determine the extent of any potential asbestos, groundwater or soil contamination. Based on the results of those due diligence reports, staff recommends a two-phased approach to remediation: (1) move forward immediately with demolition and asbestos abatement of the above ground structures including the rear garages, brick piles and remaining foundation and (2) develop a remedial action plan to remediate the below surface contaminants.

In October of 2016 – City Commission approved going out to bid for the above ground demolition and asbestos abatement of the Property.

The following bids were received on December 9th, 2016:

Company	Location	Bid	Local Pref. Discount	Total	Bond
Dore & Associates	Bay City, MI	\$ 144,400.00	\$ -	\$ 144,400.00	100%
Bauman Enterprises	Garfield Heights, OH	\$ 243,000.00	\$ -	\$ 243,000.00	100%
Ed Burdue and Co.	Sandusky, OH	\$ 167,018.00	\$ (5,010.54)	\$ 162,007.46	100%

Budgetary Information: The total project cost based upon the bid, including above ground demolition and asbestos abatement activities and advertising, is \$144,554.00 (\$154.00 for advertising). The project will be paid for from the EMS fund.

Action Requested: It is requested that the proper legislation be prepared to permit the City Manager to enter into a contract with Dore & Associates Contracting, Inc. for the above ground demolition and asbestos abatement of the former Wisteria Farms facility located at 1610 Campbell Street and that the necessary legislation be passed under suspension of the rules and in accordance with Section 14 of the City Charter in order to continue to implement the City's efforts towards blight elimination in the interest of the health and safety and general welfare of the citizens of Sandusky.

I concur with this recommendation:

Eric Wobser
City Manager

Matthew D. Lasko
Chief Development Officer

cc: Kelly Kresser, Clerk of City Commission
Hank Solowiej, Finance Director
Justin Harris, Law Director
Dave Degnan, Fire Chief

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH DORE & ASSOCIATES CONTRACTING, INC. OF BAY CITY, MICHIGAN, FOR THE DEMOLITION AND ASBESTOS ABATEMENT OF FORMER WISTERIA FARMS PROJECT; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, the Demolition and Asbestos Abatement of Former Wisteria Farms Project involves asbestos abatement and demolition of the former Wisteria Farms property located at 1610 Campbell Street between W. Boalt Street and Taylor Street and identified at Parcel Nos. 57-01393.000, 57-01394.000, 57-01395.000, and 57-01396.000; and

WHEREAS, this City Commission declared the necessity to proceed with the proposed Demolition and Asbestos Abatement of Former Wisteria Farms Project by Resolution No. 060-16R, passed on October 11, 2016; and

WHEREAS, upon public competitive bidding as required by law three (3) appropriate bids were received and the bid from Dore & Associates Contracting, Inc. of Bay City, Michigan, was determined to be the lowest and best bid; and

WHEREAS, the total cost of this project based on bids, including advertising and miscellaneous costs is \$144,554.00 and will be paid with EMS Funds; and

WHEREAS, this Ordinance should be passed as an emergency measure under suspension of the rules in accordance with Section 14 of the City Charter in order to continue to implement the City's efforts towards blight elimination in the interest of the health and safety and general welfare of the citizens of Sandusky; and

WHEREAS, in that it is deemed necessary in order to provide for the immediate preservation of the public peace, property, health, and safety of the City of Sandusky, Ohio, and its citizens, and to provide for the efficient daily operation of the Municipal Departments, including the Department of Community Development, of the City of Sandusky, Ohio, the City Commission of the City of Sandusky, Ohio finds that an emergency exists regarding the aforesaid, and that it is advisable that this **Ordinance** be declared an emergency measure which will take immediate effect in accordance with Section 14 of the City Charter upon its adoption; and NOW, THEREFORE,

BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF SANDUSKY, OHIO, THAT:

Section 1. The City Manager is authorized and directed to enter into a contract with Dore & Associates Contracting, Inc. of Bay City, Michigan, for the Demolition and Asbestos Abatement of Former Wisteria Farms Project in an amount **not to exceed** One Hundred Forty Four Thousand Four Hundred and 00/100 Dollars (\$144,400.00) consistent with the bid submitted by Dore & Associates Contracting, Inc. of Bay City, Michigan, currently on file in the office of the Director of Public Works.

Section 2. If any section, phrase, sentence, or portion of this Ordinance is for any reason held invalid or unconstitutional by any Court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

Section 3. This City Commission finds and determines that all formal actions of this City Commission concerning and relating to the passage of this Ordinance were taken in an open meeting of this City Commission and that all deliberations of this City Commission and of any of its committees that resulted in those formal actions were in meetings open to the public in compliance with the law.

Section 4. That for the reasons set forth in the preamble hereto, this Ordinance is hereby declared to be an emergency measure which shall take immediate effect in accordance with Section 14 of the City Charter after its adoption and due authentication by the President and the Clerk of the City Commission of the City of Sandusky, Ohio.

DENNIS E. MURRAY, JR.
PRESIDENT OF THE CITY COMMISSION

ATTEST: _____
KELLY L. KRESSER
CLERK OF THE CITY COMMISSION

Passed: January 9, 2017



Department of Community Development

Matthew D. Lasko
mlasko@ci.sandusky.oh.us

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www.ci.sandusky.oh.us

To: Eric Wobser, City Manager

From: Matthew D. Lasko, Chief Development Officer

Date: December 28, 2016

Subject: Commission Agenda Item – Permission to Execute Demolition and Abatement Contract for 425 Warren Street.

Item for Consideration: Ordinance authorizing and directing the City Manager to enter into a contract for demolition and asbestos abatement of a vacant warehousing facility located at 425 Warren Street (the “Property”) and further identified as permanent parcels 56-00822.000, 56-00821.000 and 56-00820.000

Background Information: On July 5th, 2016 – an exterior inspection was conducted at the Property by the Building Division. Based on certain exterior conditions and the concern about overall structural integrity of the Property – an interior inspection was recommended. The interior inspection was later conducted on July 27th, 2016. The results of the exterior inspection determined that over 90% of the building elements were damaged, decayed or deteriorated.

Based on results of the two (2) inspections, the Property was ordered demolished on August 25th, 2016 by the Chief Building Official and the owners have not appealed the order.

In November of 2016 – City Commission approved going out to bid for the demolition and asbestos abatement of the Property.

The following bids were received on December 9th, 2016:

Company	Location	Bid	Local Pref. Discount	Total	Bond
Great Lakes Demolition	Vickery, OH	\$ 87,300.00	\$ -	\$ 87,300.00	100%
Gibbs Construction	N. Jackson, OH	\$ 83,307.00	\$ -	\$ 83,307.00	100%
Dore & Associates	Bay City, MI	\$ 114,000.00	\$ -	\$ 114,000.00	100%
Down 2 Earth Demo. & Excavating	Norwalk, OH	\$ 63,500.00	\$ -	\$ 63,500.00	100%
Sitotech	Grafton, OH	\$ 127,734.00	\$ -	\$ 127,734.00	100%
Bauman Enterprises	Garfield Heights, OH	\$ 137,888.00	\$ -	\$ 137,888.00	100%
Ed Burdue and Co.	Sandusky, OH	\$ 91,550.00	\$ (2,746.50)	\$ 88,803.50	100%

Budgetary Information: The total project cost based upon the bid, including demolition and abatement activities and advertising, is \$63,651.80 (\$151.80 for advertising). The project will be paid for from the EMS fund.

Action Requested: It is requested that the proper legislation be prepared to permit the City Manager to enter into a contract with Down 2 Earth Demolition & Excavating, LLC for the demolition and asbestos abatement of 425 Warren Street and that the necessary legislation be passed under suspension of the rules and in accordance with Section 14 of the City Charter in order to continue to implement the City's efforts towards blight elimination in the interest of the health and safety and general welfare of the citizens of Sandusky.

I concur with this recommendation:

Eric Wobser
City Manager

Matthew D. Lasko
Chief Development Officer

cc: Kelly Kresser, Clerk of City Commission
Hank Solowiej, Finance Director
Justin Harris, Law Director
Dave Degnan, Fire Chief

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH DOWN 2 EARTH DEMOLITION & EXCAVATING, LLC, OF NORWALK, OHIO, FOR THE DEMOLITION AND ASBESTOS ABATEMENT OF 425 WARREN STREET PROJECT; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, the Demolition and Asbestos Abatement of 425 Warren Street Project involves asbestos abatement and demolition of the vacant warehousing facility located at 425 Warren Street and identified as Parcel Nos. 56-00822.000, 56-00821.000, and 56-00820.000; and

WHEREAS, this City Commission declared the necessity to proceed with the proposed Demolition and Asbestos Abatement 425 Warren Street Project by Resolution No. 064-16R, passed on November 14, 2016; and

WHEREAS, upon public competitive bidding as required by law seven (7) appropriate bids were received and the bid from Down 2 Earth Demolition & Excavating, LLC, of Norwalk, Ohio, was determined to be the lowest and best bid; and

WHEREAS, the total cost of this project based on bids, including advertising and miscellaneous costs is \$63,651.80 and will be paid with EMS Funds; and

WHEREAS, this Ordinance should be passed as an emergency measure under suspension of the rules in accordance with Section 14 of the City Charter in order to continue to implement the City's efforts towards blight elimination in the interest of the health and safety and general welfare of the citizens of Sandusky; and

WHEREAS, in that it is deemed necessary in order to provide for the immediate preservation of the public peace, property, health, and safety of the City of Sandusky, Ohio, and its citizens, and to provide for the efficient daily operation of the Municipal Departments, including the Department of Community Development, of the City of Sandusky, Ohio, the City Commission of the City of Sandusky, Ohio finds that an emergency exists regarding the aforesaid, and that it is advisable that this **Ordinance** be declared an emergency measure which will take immediate effect in accordance with Section 14 of the City Charter upon its adoption; and NOW, THEREFORE,

BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF SANDUSKY, OHIO, THAT:

Section 1. The City Manager is authorized and directed to enter into a contract with Down 2 Earth Demolition & Excavating, LLC, of Norwalk, Ohio, for the Demolition and Asbestos Abatement of 425 Warren Street Project in an amount **not to exceed** Sixty Three Thousand Five Hundred and 00/100 Dollars (\$63,500.00) consistent with the bid submitted by Down 2 Earth Demolition & Excavating, LLC, of Norwalk, Ohio, currently on file in the office of the Director of Public Works.

Section 2. If any section, phrase, sentence, or portion of this

Ordinance is for any reason held invalid or unconstitutional by any Court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

Section 3. This City Commission finds and determines that all formal actions of this City Commission concerning and relating to the passage of this Ordinance were taken in an open meeting of this City Commission and that all deliberations of this City Commission and of any of its committees that resulted in those formal actions were in meetings open to the public in compliance with the law.

Section 4. That for the reasons set forth in the preamble hereto, this Ordinance is hereby declared to be an emergency measure which shall take immediate effect in accordance with Section 14 of the City Charter after its adoption and due authentication by the President and the Clerk of the City Commission of the City of Sandusky, Ohio.

DENNIS E. MURRAY, JR.
PRESIDENT OF THE CITY COMMISSION

ATTEST: _____
KELLY L. KRESSER
CLERK OF THE CITY COMMISSION

Passed: January 9, 2017



DEPARTMENT OF PUBLIC WORKS

AARON M. KLEIN, P.E.
Director

222 Meigs Street
Sandusky, Ohio 44870
Phone 419/627-5829
Fax 419/627-5933
aklein@ci.sandusky.oh.us

To: Eric Wobser, City Manager

From: Aaron M. Klein, P.E.

Date: December 29, 2016

Subject: **Commission Agenda Item – Uniform Rental & Cleaning Contract Period 2/1/17 – 1/31/20**

ITEM FOR CONSIDERATION: Legislation to enter into a contract with Cintas Corporation of Sandusky, Ohio for the supply and cleaning of uniforms for the period of February 1, 2017 through January 31, 2020.

BACKGROUND INFORMATION: On Thursday, December 15, 2016, bids were opened for the above-slated service. One (1) bid was received as follows:

	Vendor	Per Employee	Annual Cost	Less Local Preference
1.	Cintas Corporation Sandusky, OH	\$3.32	\$175.96	N/A - Only Bidder

Vendors were requested to supply bid pricing on full uniform supply and cleaning as well as just uniform supply (i.e. some employees prefer to launder their own uniforms as opposed to having the supplier clean them). Vendors were also requested to supply bid pricing on rental and cleaning of shop towels and mats.

The City's current uniform supplier for those persons not employed by either the Police or Fire Departments is Cintas Corporation of Sandusky, Ohio. A ten (10) month extension was granted on the current contract at the January 25, 2016 City Commission meeting to allow the City time to finalize the City logo and allow staff time to vet the variety of options most suitable for their needs. The expiration date on the current contract is January 31, 2017.

The current base rate in effect is \$3.25 per person per week; their proposed bid price of \$3.32 per person per week is 2.15% higher than the current rate. Staff reviewed a variety of new uniform options and decided to continue with the same style, but offering additional pant options.

Based upon criteria in the bid documents and prior positive experience with Cintas Corporation, it has been determined that Cintas Corporation is the lowest and best bidder.

BUDGETARY INFORMATION: Funds for the payment of this service are routinely included in the operating budgets of City departments.

ACTION REQUESTED: It is recommended that proper legislation be prepared to enter into a contract with Cintas Corporation of Sandusky, Ohio for the supply and service of uniforms for City personnel in addition to the rental and cleaning of shop towels and mats for the period of February 1, 2017 through January 31, 2020 and an amount not to exceed \$42,230.40 per year (based on 80 full time AFSCME employees for three years) be

approved and that the necessary legislation be passed under suspension of the rules and in accordance with Section 14 of the City to allow for measuring and delivery of new uniforms as soon as possible since the contract begins February 1, 2017.

I concur with this recommendation:

Eric Wobser
City Manager

cc: K. Kresser, Commission Clerk; H. Solowiej, Finance Director; J. Harris, Law Director

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY MANAGER TO ENTER INTO A THREE (3) YEAR CONTRACT WITH CINTAS CORPORATION OF SANDUSKY, OHIO, FOR THE SUPPLY AND SERVICE OF UNIFORMS FOR CITY PERSONNEL FOR THE PERIOD OF FEBRUARY 1, 2017, THROUGH JANUARY 31, 2020; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, in accordance with the current AFSCME labor agreement, the City is required to provide uniforms to certain employees; and

WHEREAS, the City Commission approved awarding a contract to Cintas Corporation of Sandusky, Ohio, for the supply and service of uniforms for City Personnel for the period of April 1, 2013, through March 31, 2016, by Ordinance No. 13-022, passed on March 11, 2013; and

WHEREAS, this City Commission approved a ten (10) month extension with Cintas Corporation of Sandusky, Ohio, for the supply and service of uniforms for City Personnel for the period of April 1, 2016, through January 31, 2017, by Ordinance No. 16-009, passed on January 25, 2016; and

WHEREAS, upon public competitive bidding as required by law, one (1) appropriate bid was received and the bid from Cintas Corporation of Sandusky, Ohio, was determined to be the lowest and best bid; and

WHEREAS, Cintas Corporation is the current uniform supplier for AFSCME employees and their proposed bid price of \$3.32 per person is 2.15% higher than their current contract price of \$3.25 per person and funds for the payment of this supply and service are routinely included in the operating budgets of the appropriate City departments; and

WHEREAS, this Ordinance should be passed as an emergency measure under suspension of the rules in accordance with Section 14 of the City Charter to allow for measuring employees and delivery of new uniforms prior to February 1, 2017; and

WHEREAS, in that it is deemed necessary in order to provide for the immediate preservation of the public peace, property, health, and safety of the City of Sandusky, Ohio, and its citizens, and to provide for the efficient daily operation of the Municipal Departments, including the Department of Public Works, of the City of Sandusky, Ohio, the City Commission of the City of Sandusky, Ohio finds that an emergency exists regarding the aforesaid, and that it is advisable that this **Ordinance** be declared an emergency measure which will take immediate effect in accordance with Section 14 of the City Charter upon its adoption; and NOW, THEREFORE,

BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF SANDUSKY, OHIO, THAT:

Section 1. The City Manager is hereby authorized and directed to enter into a contract with Cintas Corporation of Sandusky, Ohio, for the supply and service of uniforms for City personnel for the period of February 1, 2017, through January 31, 2020, at an amount not to exceed Fourteen Thousand Seventy Six and 80/100 Dollars (\$14,076.80) per year and a total amount **not to exceed** Forty Two Thousand Two Hundred Thirty and 40/100

Dollars (\$42,230.40), consistent with the bid submitted by Cintas Corporation of Sandusky, Ohio, currently on file in the office of the Director of Public Works.

Section 2. If any section, phrase, sentence, or portion of this Ordinance is for any reason held invalid or unconstitutional by any Court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

Section 3. This City Commission finds and determines that all formal actions of this City Commission concerning and relating to the passage of this Ordinance were taken in an open meeting of this City Commission and that all deliberations of this City Commission and of any of its committees that resulted in those formal actions were in meetings open to the public in compliance with the law.

Section 4. That for the reasons set forth in the preamble hereto, this Ordinance is hereby declared to be an emergency measure which shall take immediate effect in accordance with Section 14 of the City Charter after its adoption and due authentication by the President and the Clerk of the City Commission of the City of Sandusky, Ohio.

DENNIS E. MURRAY, JR.
PRESIDENT OF THE CITY COMMISSION

ATTEST:

KELLY L. KRESSER
CLERK OF THE CITY COMMISSION

Passed: January 9, 2017



Department of Public Services

Brad Link, Director
blink@ci.sandusky.oh.us

1024 Cement Ave.
Sandusky, OH 44870
Phone: 419.627.5984

Fleet Maintenance
Horticultural Services
Oakland Cemetery & Memorial Park
Property & Grounds Maintenance
Street & Traffic Services

TO: Eric Wobser, City Manager

FROM: Brad Link, Director of Public Services

DATE: December 27, 2016

SUBJECT: Oakland Cemetery

ITEM FOR CONSIDERATION: Increase pricing structure for Saturday, Sunday and Holiday burials.

BACKGROUND INFORMATION: In April of 2016, city staff recommended the increase of weekend and holiday rates to the Oakland Cemetery Board. The increases would make Oakland Cemetery more closely reflect other local cemeteries, yet remaining at the bottom end of that list. After discussion between board members, the motion was tabled for the July meeting. At the July meeting the motion was presented and passed by the Cemetery Board. The revenue that is generated by the increase will be deposited into the General Fund. The increases are in accordance with Chapter 151 (Cemetery Board) of the City of Sandusky' Codified Ordinances and the Rules and Regulations of the Oakland Cemetery and Memorial Park.

The increases will be as follows beginning January 10, 2017:

2016	2017
Saturday - \$220	Saturday - \$400
Sunday - \$330	Sunday - \$500

BUDGET IMPACT: There is no impact on the budget.

ACTION REQUESTED: Requesting Legislation approving the increase in pricing structure for weekends and holidays at Oakland Cemetery. If passed the increase will be effective January 10th, 2017, making it possible to generate increased revenues and meet budgetary obligations. It is also requested that this legislation be passed under section 14 of the City Charter.

I concur with this recommendation:

Brad Link, Director of Public Services

Eric Wobser, City Manager

Cc: Justin Harris, Law Director
Hank Solowiej, Finance Director
Kelly Kresser, City Commission Clerk

RECEIVED

SANDUSKY CEMETERY BOARD

2917 Milan Road Sandusky, Ohio 44870

SEP 13 2016
CITY MANAGER

Kevin J. Zeiher
Secretary

September 28, 2016

Eric Wobser
City Manager
City of Sandusky
222 Meigs Street
Sandusky, Ohio 44870

Re: Overtime Burial Charges

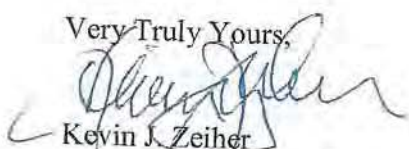
Dear Mr. Wobser:

The Sandusky Cemetery Board at its July 27, 2016 meeting reviewed the current pricing structure for Saturday, Sunday and Holiday burials. After discussion the board accepted Mr. Hedberg's recommendation, and approved a Motion to increase Saturday fees from \$220.00 to **\$400.00**, and to increase charges for Sundays and Holidays from \$330.00 to **\$500.00**.

Please present this change to the City Commission for approval. It is hoped that this change would be approved and then could be adopted immediately. This was included in the Minutes that I sent after the meeting but I failed to send this written request.

Thank you for your assistance.

Very Truly Yours,


Kevin J. Zeiher
Secretary to the Board

ORC 759 Cemeteries

ORDINANCE NO. _____

AN ORDINANCE APPROVING THE NEW FEE SCHEDULE AS RECOMMENDED BY THE CEMETERY BOARD FOR THE OAKLAND CEMETERY AND MEMORIAL PARK RULES AND REGULATIONS; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, pursuant to Chapter 151 of the Codified Ordinances and the Rules and Regulations of the Oakland Cemetery and Memorial Park, the Cemetery Board is authorized to establish, increase, and decrease fees, prices and charges, subject to approval by the City Commission; and

WHEREAS, the Cemetery Board is proposing increases for Saturday, Sunday, and Holiday burials which will more closely reflect other local cemeteries; and

WHEREAS, the proposed fee increases were approved and recommended by the Cemetery Board at their meeting on July 27, 2016, and, if approved, will become effective on January 10, 2017; and

WHEREAS, this Ordinance should be passed as an emergency measure under suspension of the rules in accordance with Section 14 of the City Charter in order to approve the increases which will be effective on January 10, 2017, and allow the City to meet budgetary obligations; and

WHEREAS, in that it is deemed necessary in order to provide for the immediate preservation of the public peace, property, health, and safety of the City of Sandusky, Ohio, and its citizens, and to provide for the efficient daily operation of Municipal Departments, including the Department of Public Services, of the City of Sandusky, Ohio, the City Commission of the City of Sandusky, Ohio, finds that an emergency exists regarding the aforesaid, and that it is advisable that this **Ordinance** be declared an emergency measure which will take immediate effect in accordance with Section 14 of the City Charter upon its adoption; and NOW, THEREFORE,

BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF SANDUSKY, OHIO, THAT:

Section 1. Pursuant to Chapter 151 of the Codified Ordinances and the Oakland Cemetery and Memorial Park Rules and Regulations this City Commission approves the proposed fee schedule as recommended by the Cemetery Board to become effective on January 10, 2017, a copy of which is marked Exhibit "A" attached to this Ordinance and is specifically incorporated as if fully rewritten herein, and shall be available for inspection at the Cemetery Office.

Section 2. If any section, phrase, sentence, or portion of this Ordinance is for any reason held invalid or unconstitutional by any Court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

Section 3. This City Commission finds and determines that all formal actions of this City Commission concerning and relating to the passage of this Ordinance were taken in an open meeting of this City Commission and that all deliberations of this City Commission and of any of its committees that resulted in those formal actions were in meetings open to the public in compliance with the law.

Section 4. That for the reasons set forth in the preamble hereto, this Ordinance is hereby declared to be an emergency measure which shall take immediate effect in accordance with Section 14 of the City Charter after its adoption and due authentication by the President and the Clerk of the City Commission of the City of Sandusky, Ohio.

DENNIS E. MURRAY, JR.
PRESIDENT OF THE CITY COMMISSION

ATTEST: _____
KELLY L. KRESSER
CLERK OF THE CITY COMMISSION

Passed: January 9, 2017



Oakland Cemetery & Memorial Park

Garden Mausoleum and Columbarium

2917 Milan Road

Sandusky, OH 44870

Phone: 419-627-5842

FAX: 419-627-5911

www.ci.sandusky.oh.us

FEE SCHEDULE EFFECTIVE Jan. 10, 2017

Grave Space Charges (25% endowed)

<u>Area</u>	<u>Resident</u>	<u>With Special Care</u>	
		<u>Regular Price</u>	<u>Endowment Purchase</u>
Upright Monuments	\$467	\$577	Additional \$220
Flush Markers	\$412	\$522	Additional \$220
Area "Q" (Veteran)	\$379	\$425	Additional \$220
Urn Garden (Area "V")	\$165	\$198	Additional \$220
Area "J" and "U" (infant graves)	\$165	\$198	Additional \$220
Columbarium Niche	\$247 - \$418	\$371 - \$627	
Garden Mausoleum Crypts	\$1,100 - \$1,870	\$2,145 - \$2,805	
Cremation Boulders (\$1100/side)	\$2,200		
No Interment Charge			
Double Depth	\$300	\$321	

Interment Charges (25% endowed)

<u>Type</u>	<u>Amount (Double Depth 2nd)</u>	<u>Double Depth 1st</u>
Adult*	\$550	\$605
Youth*	\$385	\$423
Infant*	\$220	\$442
Cremation	\$275	
Inurnment	\$220	
Entombment	\$440	
Oversized (grave over 8' long or 40" wide)	\$605	

*Grave size definitions: Adult (5' – 8'), Youth (3' – 5'), Infant (under 3')

During extended hours (based on arrival at Cemetery)

<u>Type</u>	<u>Additional Amount</u>
Weekdays after 3 p.m.	\$165
Saturday 10 a.m. – 3 p.m.	\$400 after 3pm additional \$165
Sunday & Holidays 10 a.m. -3 p.m.	\$500 after 3pm additional \$165
Mausoleum Only Sunday & Holidays 10 a.m.-3 p.m.	\$500

All Other Charges

<u>Disinterment</u>	<u>Amount</u>
Adult	\$990
Infant	\$605
Cremation	\$330
 <u>Monument Foundations</u>	 <u>Amount</u>
Minimum (556 sq. in.)	\$165
Over minimum per sq. in.)	\$.29 sq. in
 <u>Record Search</u>	 <u>Amount</u>
First 3 names	N/C
More than 3 names	\$.27/ea.
 <u>Other Fees</u>	 <u>Amount</u>
Recording Deed/Affidavit	\$27
Straighten stone, single	\$22
Straighten stone, double	\$27
Misc. work per man/hour	\$38
Planting permit	\$1
Receiving vaults* (First 30 days)	\$110
Receiving vaults* (each additional 30 days)	\$55
Emblem for cremation boulders front	\$75

*This fee is to be paid 30 days in advance and is not prorate.