



**SANDUSKY CITY COMMISSION
REGULAR SESSION AGENDA
DECEMBER 21, 2022 AT 5 P.M.
CITY HALL, 240 COLUMBUS AVENUE**

INVOCATION	Mr. Murray
PLEDGE OF ALLEGIANCE	
CALL TO ORDER	
ROLL CALL	D. Waddington, B. Harris, M. Meinzer, W. Poole, D. Murray, D. Brady, S. Poggiali
APPROVAL OF MINUTES	December 12, 2022 Regular Meeting
AUDIENCE PARTICIPATION	
COMMUNICATIONS	Motion to accept all communications submitted below
CURRENT BUSINESS	

CONSENT AGENDA ITEMS

ITEM A – Submitted by Michelle Reeder, Finance Director

2022 GENERAL BUDGET AMENDMENT #9

Budgetary Information: This action will cover anticipated expenditures through December 31, 2022. 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, 2022. The ordinance will be available at the meeting.

ORDINANCE NO. _____:

ITEM B – Submitted by Michelle Reeder, Finance Director

TEMPORARY APPROPRIATIONS FOR 2023

Budgetary Information: This action will establish a budget for operations until the annual appropriations can be approved after the second Monday in January 2023. The City Charter prohibits the City from enacting the 2023 budget before January 9, 2023.

ORDINANCE NO. _____: It is requested an ordinance be passed to make temporary appropriations for 2023 and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

ITEM C – Submitted by Jane Cullen, Assistant City Engineer

TIFFIN AVENUE WATERMAIN LINING CHANGE ORDER #1 & FINAL

Budgetary Information: Change Order No. 1, a deduction in the amount of \$10,353.00 will revise the contract amount to \$364,631.00. The final costs for the project are to be paid with Water Funds.

ORDINANCE NO. _____: It is requested an ordinance be passed authorizing and directing the City Manager to approve the first and final change order for work performed by Ferpel Construction USA LLC of Taylor, Michigan, for the Tiffin Avenue 12" Watermain Lining Project; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

ITEM D – Submitted by Aaron Klein, Public Works Director

TWO EASEMENTS FOR CHURCH STREET

Budgetary Information: While there is no cost associated with the acquisitions, the total cost to prepare these two easement documents will not exceed \$1,500 for surveying, legal descriptions, and recording fees that have been paid with available funds in the Operation and Maintenance budgets.

- ORDINANCE NO. _____:** It is requested an ordinance be passed accepting a perpetual easement granted to the City for a storm sewer on Parcel No. 60-00420.000, located on Ward Street and adjoining a portion of Church Street; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.
- ORDINANCE NO. _____:** It is requested an ordinance be passed establishing a perpetual easement granted to the City by the City for a storm sewer on a portion of Church Street, extending south between 4904 Ward Street and 4808 Ward Street; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

ITEM E – Submitted by Alec Ochs, Assistant Planner

VACATION FOR CHURCH STREET EXTENSION (SECOND READING)

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

ORDINANCE NO. _____: It is requested an ordinance be passed vacating a portion of Church Street, extending south between 4904 Ward Street and 4808 Ward Street, within the City, as set forth on the Vacation Plat, a copy of which is marked as Exhibit "A-2", attached to this ordinance and incorporated herein.

REGULAR AGENDA ITEMS

ITEM 1 – Submitted by Cody Browning, IT Manager

BIWW & WWTP SERVER AND STORAGE REPLACEMENT

Budgetary Information: The total cost of this virtual environment refresh will be \$94,839.00 and will be paid with Water Funds in the amount of \$47,419.50 and Sewer Funds in the amount of \$47,419.50.

ORDINANCE NO. _____: It is requested an ordinance be passed authorizing and directing the City Manager to purchase four (4) PowerEdge Servers and two (2) Dell Storage Arrays from Computers at Work, Inc. of Naples, Florida, D.B.A. vTECHio, through the State of Ohio Department of Administrative Services Cooperative Purchasing Program for the Big Island Water Works (BIWW) Plant and the Wastewater Treatment Plant (WWTP); and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

ITEM 2 – Submitted by Cody Browning, IT Manager

PURCHASE DELL BACKUP SERVER WITH STORAGE ARRAY

Budgetary Information: The total cost of this Dell PowerEdge Linux based backup server with storage array will be \$16,653.78 and will be paid with the funds from the Information Technology’s operating budget.

ORDINANCE NO. _____: It is requested an ordinance be passed authorizing and directing the City Manager to purchase a PowerEdge Server with Storage Array from Computers at Work, Inc. of Naples, Florida, D.B.A. vTECHio, through the State of Ohio Department of Administrative Services Cooperative Purchasing Program for the Information Technology Department; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

ITEM 3 – Submitted by Michelle Reeder, Finance Director

2023 ADMINISTRATIVE EMPLOYEES 3% WAGE INCREASE

Budgetary Information: The amount needed for this salary increase in 2023 is \$91,516. This amount will be paid from the appropriate fund based on the employee’s duties.

ORDINANCE NO. _____: It is requested an ordinance be passed approving a wage increase for the City’s non-probationary administrative employees; authorizing the Finance Director to expend the necessary funds; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

ITEM 4 – Submitted by Jason Werling, Recreation Superintendent

NEW FEE SCHEDULE FOR MILLS CREEK GOLF COURSE

Budgetary Information: The proposed fee schedule will not negatively impact the General Fund. It is the desire of these fees to continue to increase the overall usage of the course through memberships, punch cards, and daily paid rounds. As stated above, we will still strive to be the area’s lowest priced golf course while still providing a quality experience to our golfers attracting both locals and visitors.

ORDINANCE NO. _____: It is requested an ordinance be passed approving the fee schedule for the Mills Creek Golf Course established by the City Manager pursuant to Section 973.02 of the Codified Ordinances of the City of Sandusky; 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

Online: www.CityofSandusky.com/Live – Click “Play” 



FINANCE DEPARTMENT

240 Columbus Avenue
Sandusky, Ohio 44870
419.627.5776
www.cityofsandusky.com

TO: John Orzech, Interim City Manager
FROM: Michelle Reeder, Finance Director
DATE: December 9, 2022
RE: Commission Agenda Item

ITEM FOR CONSIDERATION:

Ohio Rev. Code Section 5705.40 states that any appropriation ordinance or measure may be amended or supplemented, provided that such amendment or supplement shall comply with all provisions of law governing the taxing authority in making an original appropriation and that no appropriation for any purpose shall be reduced below an amount sufficient to cover all unliquidated and outstanding contracts or obligations certified from or against the appropriation. I am submitting amendment #9 to the 2022 General Appropriations.

BUDGETARY INFORMATION:

This action will cover anticipated expenditures through December 31, 2022. 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, 2022. The ordinance will be available at the meeting.

ACTION REQUIRED:

It is requested that the City Commission enact the ordinance, and have it take immediate effect under Section 14 of the City Charter, so that the budget amendments can be entered into the financial system and purchases can be made to continue the flow of city operations.

I concur with this recommendation:

John Orzech
Interim City Manager

Michelle Reeder
Finance Director

Cc: Brendan Heil, Law Director



FINANCE DEPARTMENT

240 Columbus Avenue
Sandusky, Ohio 44870
419.627.5776
www.cityofsandusky.com

TO: John Orzech, Interim City Manager
FROM: Michelle Reeder, Finance Director
DATE: December 8, 2022
RE: Commission Agenda Item

ITEM FOR CONSIDERATION:

Ohio Rev. Code Section 5705.38 (A) requires that on or about the first day of each fiscal year, an appropriation measure is to be passed. If the taxing authority wants to postpone the passage of the annual appropriation measure until an amended certificate is received from the county budget commission based upon the actual year end balances, it may pass a temporary appropriation measure for meeting the ordinary expenses until no later than April 1. I am submitting an ordinance approving Temporary Appropriations for 2023.

BUDGETARY INFORMATION:

This action will establish a budget for operations until the annual appropriations can be approved after the second Monday in January 2023. The City Charter prohibits the City from enacting the 2023 budget before January 9, 2023.

ACTION REQUESTED:

It is requested that the City Commission enact the ordinance and have it take immediate effect under Section 14 of the City Charter. This will establish a temporary operating budget for 2023 until the City Commission passes an Appropriation Ordinance in accordance with Section 51 of the City Charter.

I concur with this recommendation:

John Orzech
Interim City Manager

Michelle Reeder
Finance Director

CC: Brendan Heil, Law Director

ORDINANCE NO. _____

AN ORDINANCE TO MAKE TEMPORARY APPROPRIATIONS FOR 2023 AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

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 establish an Operating Budget for 2023 until the City Commission passes an Appropriation Ordinance which may not be passed before the second Monday in January of each budget year as required by Section 51 of the City Charter; 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 Finance Department, 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. There shall be and hereby are appropriated out of any funds now in the treasury or any accruing revenues of the City available for said purposes at the values set forth herein below for the payment of the expenses and obligations of the City until an Appropriation Ordinance is passed for 2023, for the various purposes hereinafter specified.

<u>DEPARTMENT</u>	<u>BUDGET</u>
1010. POLICE DEPARTMENT	
Personnel	1,178,982
Other	110,300
Total 1010. POLICE DEPARTMENT	1,289,282
1020. POLICE RECORDS	
Personnel	38,552
Other	43,075
Total 1020. POLICE RECORDS	81,627
1030. POLICE-RESERVE	
Personnel	32,363
Other	925
Total 1030. POLICE-RESERVE	33,288
1310. FIRE	
Personnel	1,210,341
Other	112,107
Total 1310. FIRE	1,322,448

1610. STREET LIGHTING CONTRACT	
Other	67,500
Total 1610. STREET LIGHTING CONTRACT	67,500
2600. OAKLAND CEMETERY DEPT	
Personnel	69,488
Other	31,274
Total 2600. OAKLAND CEMETERY DEPT	100,762
3300. PARKS & PUBLIC REALM	
Personnel	202,262
Other	112,713
Total 3300. PARKS & PUBLIC REALM	314,975
4010. CODE ENFORCEMENT	
Personnel	26,375
Other	7,725
Total 4010. CODE ENFORCEMENT	34,100
4070. ECONOMIC DEVELOPMENT	
Personnel	87,755
Other	14,438
Total 4070. ECONOMIC DEVELOPMENT	102,193
4090. BUILDING DIV	
Personnel	83,428
Other	14,243
Total 4090. BUILDING DIV	97,671
4850. HORTICULTURAL SRV / FORESTRY	
Personnel	84,673
Other	34,618
Total 4850. HORTICULTURAL SRV / FORESTRY	119,291
6860. JACKSON ST PIER	
Other	17,175
Total 6860. JACKSON ST PIER	17,175
7020. CITY MANAGER DEPARTMENT	
Personnel	70,979
Other	27,238
Total 7020. CITY MANAGER DEPARTMENT	98,217
7030. ADMINISTRATIVE SERVICES	
Personnel	43,226
Other	3,238
Total 7030. ADMINISTRATIVE SERVICES	46,464
7060. FINANCE DEPT	
Personnel	38,434
Other	980
Total 7060. FINANCE DEPT	39,414
7070. INCOME TAX DEPT	
Other	113,750
Total 7070. INCOME TAX DEPT	113,750

7080. INFORMATION TECHNOLOGY	
Personnel	37,210
Other	79,470
Total 7080. INFORMATION TECHNOLOGY	116,679
7100. LAW DEPT	
Personnel	63,350
Other	3,225
Total 7100. LAW DEPT	66,575
7200. CITY COMMISSION	
Personnel	10,618
Other	5,238
Total 7200. CITY COMMISSION	15,856
7210. CITY COMMISSION CLERK	
Personnel	8,563
Other	294
Total 7210. CITY COMMISSION CLERK	8,857
7250. MUNICIPAL COURT	
Personnel	268,160
Other	20,500
Total 7250. MUNICIPAL COURT	288,660
7550. BUILDING MAINTENANCE	
Personnel	37,550
Other	89,049
Total 7550. BUILDING MAINTENANCE	126,599
7600. ENGINEERING	
Personnel	80,016
Other	9,601
Total 7600. ENGINEERING	89,617
7750. FLEET MAINTENANCE	
Personnel	57,171
Other	30,025
Total 7750. FLEET MAINTENANCE	87,196
7900. ADMINISTRATIVE SUPPORT	
Other	255,275
Transfer: Public Transit Fund	125,000
Transfer: Park & Recreation Fund	87,500
Transfer: Capital Public art	23,750
Transfer: Capital Programming	46,250
Transfer: Capital Projects	1,500,000
Transfer: Capital Housing	100,000
Transfer: Capital Economic Development	125,000
Transfer: Bond Retirement Fund	-
Transfer: Fire Pension:	212,500
Transfer: Police Pension	150,000
Transfer: Payroll Stabilization Fund	37,500
Total 7900. ADMINISTRATIVE SUPPORT	2,662,775
General Fund Personnel Total	3,729,496
General Fund Other Total	3,611,476

General Fund Total	7,340,972
216 STREET MTC & REPAIR	
Personnel	257,886
Other	200,218
Total 216 STREET MTC & REPAIR	458,104
217 ST HIGHWAY	
Personnel	12,507
Other	10,500
Total 217 ST HIGHWAY	23,007
218 TRANSIT	
Personnel	35,896
Other	816,000
Total 218 TRANSIT	851,896
227 PARKS & RECREATION	
Personnel	109,842
Other	85,318
Total 227 PARKS & RECREATION	195,159
236 FIRE PENSION TRANS	
Personnel	223,750
Other	13,438
Total 236 FIRE PENSION TRANS	237,188
237 POLICE PENSION TRANS	
Personnel	173,750
Other	10,130
Total 237 POLICE PENSION TRANS	183,880
239 STATE GRANTS	
Other	40,531
Total 239 STATE GRANTS	40,531
240 CORONAVIRUS RELIEF FUND (CRF) HB 481	
Personnel	243,040
Other	2,031,250
Total 240 CORONAVIRUS RELIEF FUND (CRF) HB 481	2,274,290
241 FEDERAL GRANTS	
Personnel	64,023
Other	251,913
Total 241 FEDERAL GRANTS	315,936
242 INDIGENT DRIVER ALCOHOL	
Other	5,000
Total 242 INDIGENT DRIVER ALCOHOL	5,000
243 ENFORCE AND EDUC	
Other	2,100
Total 243 ENFORCE AND EDUC	2,100

244 COURT COMPUTERIZATION	
Personnel	2,376
Other	11,250
Total 244 COURT COMPUTERIZATION	13,626
245 INDIGENT TELEPHONE	
Other	500
Total 245 INDIGENT TELEPHONE	500
246 MUNICIPAL PROBATION	
Personnel	22,281
Other	1,750
Total 246 MUNICIPAL PROBATION	24,031
247 PAYROLL STABILIZATION FUND	
Personnel	86,250
Total 247 PAYROLL STABILIZATION FUND	86,250
248 REAL ESTATE DEV FUND	
Other	6,250
Total 248 REAL ESTATE DEV FUND	6,250
249 ONE OH OPIOID SETTLEMENT	
Other	2,725
Total 249 ONE OH OPIOID SETTLEMENT	2,725
430 CAPITAL IMPROVEMENT	
Other	322,500
Total 430 CAPITAL IMPROVEMENT	322,500
431 CAPITAL PROJECTS	
Personnel	16,636
Other	2,729,616
Total 431 CAPITAL PROJECTS	2,746,252
433 SPECIAL ASSESSMENT	
Personnel	102,416
Other	28,438
Total 433 SPECIAL ASSESSMENT	130,853
434 GEN BOND RETIRE	
Other	285,838
Total 434 GEN BOND RETIRE	285,838
435 URBAN RENEWAL DEBT RETIRE	
Other	153,625
Total 435 URBAN RENEWAL DEBT RETIRE	153,625
436 CENTRAL PUBLIC IMP TIF	
Other	50,000
Total 436 CENTRAL PUBLIC IMP TIF	50,000
437 CLEVELAND RD PUBLIC IMP TIF	
Other	155,525
Total 437 CLEVELAND RD PUBLIC IMP TIF	155,525
438 COOKE BUILDING IMPROVEMENT TIF FUND	

Other	6,250
Total 438 COOKE BUILDING IMPROVEMENT TIF FUND	6,250
535 SP ASMNT BOND RETIRE	
Other	56,000
Total 535 SP ASMNT BOND RETIRE	56,000
612 WATER	
Personnel	942,211
Other	1,474,703
Total 612 WATER	2,416,914
613 SEWER	
Personnel	950,348
Other	1,768,478
Total 613 SEWER	2,718,826
701 HEALTH INSURANCE FUND	
Other	1,225,000
Total 701 HEALTH INSURANCE FUND	1,225,000
863 GENERAL TRUST	
Other	30,645
Total 863 GENERAL TRUST	30,645
873 PARK ENDOWMENT	
Other	2,000
Total 873 PARK ENDOWMENT	2,000
876 CEMETERY ENDOW	
Other	6,365
Total 876 CEMETERY ENDOW	6,365
880 & 881 Trust & Agency	
Other	5,000
Total 880 STATE PATROL TRANSFER	5,000
888 SP ASSESSMENTS- NON-CITY	
Other	13,750
Total 888 SP ASSESSMENTS- NON-CITY	13,750
Personnel Total	6,972,708
Other Total	15,416,582
TOTAL ALL FUNDS	22,389,290

Section 2. The amounts appropriated for the various purposes hereinafter set forth shall, in no event, be exceeded unless the City Commission shall by Ordinance authorize a transfer from one appropriation account to another, or shall appropriate additional unappropriated funds.

Section 3. No payments shall be made out of any of the funds herein appropriated for any extraordinary purpose, without specific authority of the City Commission.

Section 4. The Finance Director is authorized to draw warrants upon the City treasury for funds appropriated in this Ordinance upon presentation of properly approved vouchers and when in conformity with the Charter and general laws of the State of Ohio. In addition, the Finance Director is authorized to make transfers between funds, to cover deficiencies in City funds provided said transfers are included in the general appropriations.

Section 5. 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 6. This 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 7. That for 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 upon its passage, and its due authentication by the President, and the Clerk of the City Commission of the City of Sandusky, Ohio.

RICHARD R. BRADY
PRESIDENT OF THE CITY COMMISSION

ATTEST: _____
CATHLEEN A. MYERS
CLERK OF THE CITY COMMISSION

Passed: December 21, 2022



DEPARTMENT OF PUBLIC WORKS

240 Columbus Avenue
Sandusky, Ohio 44870
419.627.5829
www.cityofsandusky.com

To: John Orzech, Interim City Manager

From: Jane Cullen, P.E.

Date: December 8, 2022

Subject: **Commission Agenda Item - Tiffin Avenue 12" Watermain Lining Project**

ITEM FOR CONSIDERATION: Requesting legislation for approval of Change Order No. 1 and Final, for the Tiffin Avenue 12" Watermain Lining Project

BACKGROUND INFORMATION: The project was awarded to FER-PAL Construction USA LLC Taylor, Michigan at the August 8, 2022 city commission meeting per Ordinance No. 22-154 in the amount of \$374,984.00. The contractor completed the lining of the existing 12" watermain along the east side of Tiffin Avenue just north of Venice Road and the watermain has been put back in service. Change Order No. 1 and Final, a deduct in the amount of \$10,353.00, represents final quantities installed in the field by the contractor. See attached summary sheet showing each line item of completed work for all final quantities.

BUDGETARY INFORMATION: Change Order No. 1, a deduction in the amount of \$10,353.00 will revise the contract amount to \$364,631.00. The final costs for the project are to be paid with Water Funds.

ACTION REQUESTED: It is requested that legislation be prepared to allow for the approval of Change Order No. 1 for final quantities for the Tiffin Avenue 12" Watermain Lining Project. It is further requested that this be passed in accordance with Section 14 of the City Charter so that the contractor can be paid for work already completed in the field and to close out the completed project.

I concur with this recommendation:

John Orzech
Interim City Manager

Aaron M. Klein
Director of Public Works

cc: C. Myers, Commission Clerk; M. Reeder, Finance Director; B. Heil, Law Director

CITY OF SANDUSKY, OHIO
DEPARTMENT OF ENGINEERING AND CONSTRUCTION

Change Order No. 1 and Final

CONTRACT: 2991
ORDINANCE NO. 22-154

Contractor: FER-PAL Construction USA LLC
26187 Northline Road Taylor, MI 48180

STREET OR LOCATON OF WORK: TIFFINA AVENUE 12" WATERMAIN LINING PROJECT

Order is hereby issued and accepted for the following additions to or deductions from the quantities as specified in the original contract.

BID ITEM NO	ODOT ITEM NO.	PLAN QTY	ACTUAL QTY	DIFFERENCE IN QTY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL BID PRICE	TOTAL FINAL PRICE	TOTAL ADD	TOTAL DEDUCT
1	MISC	1	1	0	LS	Insurance	\$2,000.00	\$2,000.00	\$2,000.00		
2	MISC	1	1	0	LS	Bonding	\$2,000.00	\$2,000.00	\$2,000.00		
3	624	1	1	0	LS	Mobilization	\$10,000.00	\$10,000.00	\$10,000.00		
4	614	1	1	0	LS	Maintenance of Traffic	\$10,000.00	\$10,000.00	\$10,000.00		
5	MISC	4	4	0	EACH	Access Pits P1-P4	\$13,995.00	\$55,980.00	\$55,980.00		
6	MISC	40	40	0	LF	12" watermain, appurtenances for closure pieces and temporary cut & cap covers	\$260.00	\$10,400.00	\$10,400.00		
7	MISC	1194	1181	-13	LF	12" WATERLINE -CLEAN, CCTV & CIPP STRUCTURAL LINER CLASS IV	\$218.00	\$260,292.00	\$257,458.00		-\$2,834.00
8	638	1	1	0	LS	Disinfection & pressure testing	\$5,000.00	\$5,000.00	\$5,000.00		
9	441	40	23	-17	SY	Asphalt Restoration	\$154.00	\$6,160.00	\$3,542.00		-\$2,618.00
10	608	108	135	27	SF	Concrete Sidewalk	\$29.00	\$3,132.00	\$3,915.00	\$783.00	
11	609	20	26	6	LF	Concrete Curb & Gutter	\$105.00	\$2,100.00	\$2,730.00	\$630.00	
12	653/659	40	22	-18	SY	4" Topsoil & Seed & Much CLASS 1 LAWN MIXTURE	\$73.00	\$2,920.00	\$1,606.00		-\$1,314.00
13	MISC	1	0	-1	LS	Contingency	\$5,000.00	\$5,000.00	\$0.00		-\$5,000.00
								\$374,984.00	\$364,631.00	\$1,413.00	-\$11,766.00

Explanation: Change order reflects work performed in the field.

ORIGINAL CONTRACT AMOUNT= \$374,984.00
CHANGE IN CONTRACT= -\$10,353.00
REVISED CONTRACT AMOUNT= \$364,631.00

Accepted: 
Contractor

Date: 12/7, 2022

Accepted: _____
Director of Public Works

Date: _____, 2022

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY MANAGER TO APPROVE THE FIRST & FINAL CHANGE ORDER FOR WORK PERFORMED BY FER-PAL CONSTRUCTION USA LLC OF TAYLOR, MICHIGAN, FOR THE TIFFIN AVENUE 12" WATERMAIN LINING PROJECT; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, the Tiffin Avenue 12" Watermain Lining Project involved the cleaning, camera, and lining of the 12" watermain along the east side of Tiffin Avenue north of Venice Road; and

WHEREAS, this City Commission declared the necessity for the City to proceed with the Tiffin Avenue 12" Watermain Lining Project by Resolution No. 033-22R, passed on May 9, 2022; and

WHEREAS, this City Commission approved the awarding of the contract to FER-PAL Construction USA LLC of Taylor, Michigan, for work to be performed for Tiffin Avenue 12" Watermain Lining Project by Ordinance No. 22-154, passed on August 8, 2022; and

WHEREAS, this First & Final Change Order reflects the actual quantities used and work performed in the field by the contractor; and

WHEREAS, the original contract with FER-PAL Construction USA LLC was \$374,984.00 and with the **deduction** of this First & Final Change Order in the amount of \$10,353.00, the final contract cost is \$364,631.00, and will be paid with Water 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 for the contractor to be paid for work already completed in the field and to close out the completed project; 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 approve this First & Final Change Order for work performed for Tiffin Avenue 12" Watermain Lining Project and to **deduct** from the contract amount the sum of Ten

Thousand Three Hundred Fifty-Three and 00/100 Dollars (\$10,353.00) resulting in the final contract cost of Three Hundred Sixty-Four Thousand Six Hundred Thirty-One and 00/100 Dollars (\$364,631.00) with FER-PAL Construction USA LLC of Taylor, Michigan.

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.

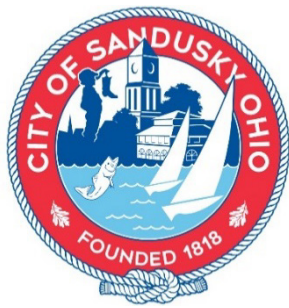
Section 3. This City Commission finds and determines that all formal actions of this City Commission concerning and relating to the passage of this Ordinance were taken in an open meeting of this City Commission and that all deliberations of this City Commission and of any of its committees that resulted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

RICHARD R. BRADY
PRESIDENT OF THE CITY COMMISSION

ATTEST: _____
CATHLEEN A. MYERS
CLERK OF THE CITY COMMISSION

Passed: December 21, 2022



DEPARTMENT OF PUBLIC WORKS

240 Columbus Avenue
Sandusky, Ohio 44870
419.627.5829
www.cityofsandusky.com

To: John Orzech, Interim City Manager

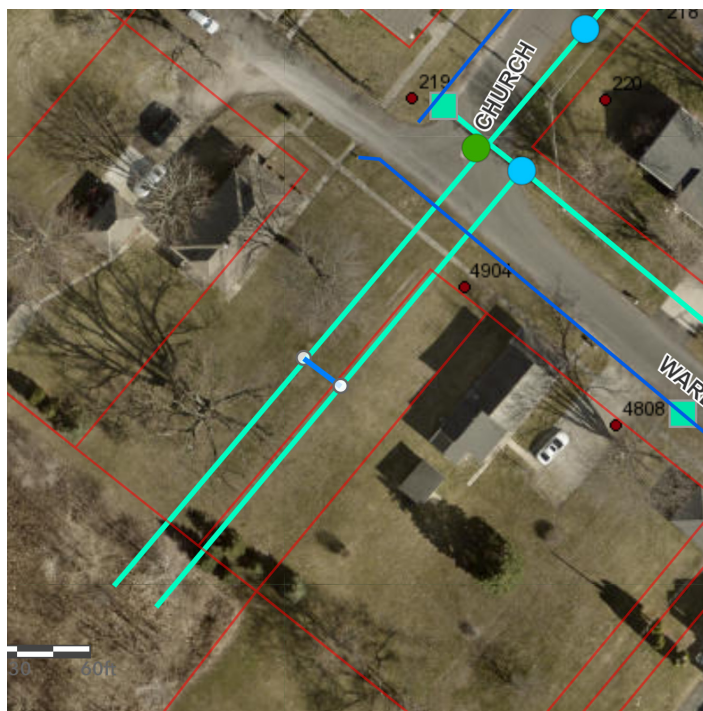
From: Aaron M. Klein, P.E.

Date: November 29, 2022

Subject: **Commission Agenda Item – two easements that coincide with the possible Vacation of Church Street**

ITEM FOR CONSIDERATION: Requesting legislation for approval of two easements at the South end of Church Street for an existing 15" storm sewer located on the parcel adjacent to the existing Church Street right-of-way within property owned by Dennis P. Grahl & Valarie M. Grahl.

BACKGROUND INFORMATION: An ordinance was approved on first reading on May 23, 2022 regarding PETITION FOR VACATION OF AN EXTENSION TO CHURCH STREET RIGHT-OF-WAY. However, prior to second reading and final approval of the vacation, staff would like city commission to consider two separate easements for an existing 15-inch storm sewer.



Currently, there are two existing storm sewers (shown in an aqua color on the image above) through this Church Street right of way. The 6-inch sewer on the west was originally installed to discharge the flow from Ward and Church Streets to a low-lying wet area that is now on private property. Therefore, it

serves no purpose and was abandoned in place by Sewer Maintenance staff. The 12-inch sewer, which carries storm water flows from the private property to the southwest, is located through the property owned Dennis and Valarie Grahl, who have requested the vacation of Church Street. Although Ohio Revised Code allows for prescriptive easements for this scenario, staff always prefers to have a signed easement recorded with the Erie County Recorder's office to avoid future conflicts of interest. Since there was no documentation of a recorded easement, the following two attached easements are recommended for consideration in this order and prior to vacation of the Church Street right of way to ensure Sewer Maintenance staff will have access to the remaining infrastructure in perpetuity.

Storm Sewer Easement "A": Acceptance of an easement that extends 12.5 feet east of the existing Church Street right of way on private property owned by Dennis P. Grahl & Valarie M. Grahl for a total area of 0.0432 acres. This property owner has been working with staff and is in favor of granting this easement to the City.

Storm Sewer Easement "B": Establishment of an easement that will coincide with the vacation of the Church Street right of way. The easement will extend 12.5 feet west of the existing private property owned by Dennis P. Grahl & Valarie M. Grahl for a total area of 0.0432 acres. This easement would be within the half of the vacation area that would transfer to the Grahls, and they are also in support of this easement.

BUDGETARY INFORMATION: While there is no cost associated with the acquisitions, the total cost to prepare these two easement documents will not exceed \$1,500 for surveying, legal descriptions, and recording fees that have been paid with available funds in the Operation and Maintenance budgets.

ACTION REQUESTED: It is recommended that proper legislation be prepared and approved to accept one easement from Dennis P. Grahl & Valarie M. Grahl and to establish one easement that will be effective upon vacation of Church Street, and that the necessary legislation be passed under suspension of the rules and in accordance with Section 14 of the City Charter to immediately allow for the second reading of the PETITION FOR VACATION OF AN EXTENSION TO CHURCH STREET RIGHT-OF-WAY that was originally considered on May 23, 2022.

I concur with this recommendation:

John Orzech
Interim City Manager

cc: C. Myers, Commission Clerk; M. Reeder, Finance Director; B. Heil, Law Director

ORDINANCE NO. _____

AN ORDINANCE ACCEPTING A PERPETUAL EASEMENT GRANTED TO THE CITY FOR A STORM SEWER ON PARCEL NO. 60-00420.000, LOCATED ON WARD STREET AND ADJOINING A PORTION OF CHURCH STREET; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, this City Commission approved the vacation of a portion of Church Street, extending South between 4904 Ward Street and 4808 Ward Street, within the City, at first reading at their regularly scheduled City Commission meeting on May 23, 2022, however, prior to the second reading, it was recommended that City Commission approve two (2) easements for maintaining an existing storm sewer; and

WHEREAS, Dennis & Valarie Grahl are the owners of property located on Ward Street, Parcel No. 60-00420.000, that adjoins the Church Street right-of-way, and has agreed to grant the City an easement to maintain an existing storm sewer located in the Church Street right-of-way; and

WHEREAS, in companion legislation, it is being requested to establish another easement for the existing storm sewer of which a portion of the easement will be transferred to Dennis & Valarie Grahl through the vacation process, once approved; 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 accept the easement and allow for the second reading of the Ordinance to vacate a portion of Church Street that was approved at first reading on May 23, 2022; 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. This City Commission accepts a Perpetual Easement that will be granted to the City by Dennis and Valarie Grahl, for the purpose of maintaining a storm sewer, a copy of which is attached and marked Exhibit "1" and is specifically incorporated as if fully rewritten herein.

Section 2. The City Manager is authorized and directed to execute any other documents necessary for the Perpetual Easement as approved by the Law Director as being consistent with the objectives and requirements of this Ordinance.

Section 3. 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 4. 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 5. That for 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 upon its passage, and its due authentication by the President, and the Clerk of the City Commission of the City of Sandusky, Ohio.

RICHARD R. BRADY
PRESIDENT OF THE CITY COMMISSION

ATTEST: _____
CATHLEEN A. MYERS
CLERK OF THE CITY COMMISSION

Passed: December 21, 2022

PERPETUAL EASEMENT

KNOW ALL PERSONS BY THESE PRESENTS: That, Dennis and Valarie Grahll, herein referred to as the Grantors, whose tax mailing address is P.O. Box 307, Castalia, Ohio, 44824, for and in consideration of the sum of one dollar(s) (\$1.00) and other good and valuable consideration paid by the City of Sandusky, whose tax mailing address is 240 Columbus Avenue, Sandusky, Ohio 44870, herein referred to as the Grantee, the receipt and sufficiency of which is hereby acknowledged, does hereby **GRANT, BARGAIN, SELL, CONVEY, AND RELEASE** to the Grantee, its successors and assigns forever, a perpetual alienable Easement to have access to maintain, repair, or inspect sewer lines, at any time or times hereafter, for the area in Exhibit A, including the right of ingress to and egress from and over said premises (real estate) situated in the County of Erie and State of Ohio, and described as:

SEE ATTACHED "LEGAL DESCRIPTION", INCORPORATED HERETO.

SEE ATTACHED EXHIBIT "A", INCORPORATED HERETO FOR ILLUSTRATION PURPOSES ONLY.

(all bearings stated above are assumed for the purpose of this description)

The Grantors claim title to the above described property by virtue of an instrument recorded in Deed Volume 6, page 583.

The consideration recited herein shall constitute full and final payment for said easement and all damages sustained and/or claimed by the Grantors, their executors, administrators, successors, and assigns, including but not limited to all damages to the remainder of the Grantor's real estate, that arise from or by reason of inspection or other proper and allowed acts as stated above, said damages include but are not limited to those known or unknown, those legal, equitable or otherwise and those direct, incidental or consequential.

TO HAVE AND TO HOLD said Easement, together with all rights and privileges belonging thereto unto the Grantee and its successors and assigns forever. This Easement together with all agreements, covenants, and other provisions recited herein, shall constitute a covenant running with the land for the benefit and use of the Grantee, its successors and assigns forever.

The Grantors and signatories hereto, hereby covenant that they are the true and lawful Owner of the above described real estate and have full power and authority to convey the same; that the same is free and clear from all liens and encumbrances whatsoever and that the Grantors will warrant and defend the title to the said easement against all lawful claims.

IN TESTIMONY WHEREOF, _____, the Grantor, has
executed this Perpetual Easement this _____ day of _____, 2022.

John Orzech, Interim City Manager

STATE OF OHIO }
 }
COUNTY OF ERIE } ss:

Before me a Notary Public in and for said County, personally appeared the above named,
proper signatory for the Grantor, who acknowledged he did sign the foregoing instrument and
that the same is his free act and deed.

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this _____ day of
_____, 2022.

Notary Public

THIS INSTRUMENT PREPARED BY:

Brendan L. Heil
City of Sandusky Law Director
240 Columbus Avenue
(419) 627-5852

***Contractors Design Engineering
Consulting Engineers and Surveyors
1623 Old State Road, Norwalk, Ohio 44857***

**Legal Description For:
The Grahl Family
Storm Sewer Easement "A"
0.0432 Acres**

Being a parcel of land located in part of the Church Street right-of-way of the Plat of Venice as recorded in Deed Volume 6, Page 583 of the Erie County Recorder's Office, Annexation of Margareta, Erie County, State of Ohio, and further particularly described as follows:

Beginning at a 5/8" iron rod set at the intersection of the southerly right-of-way line of Ward Street (66.66' R/W) and the easterly right-of-way line of Church Street (66.66' R/W) and being the principal place of beginning;

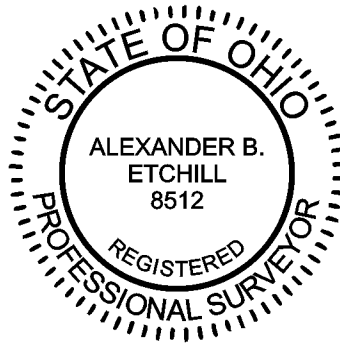
1. Thence South 49° 59' 10" East, along the southerly right-of-way line of Ward Street, a distance of 12.50 feet to a point;
2. Thence South 39° 42' 55" West, a distance of 150.34 feet to a point at a northerly line of land now or formerly owned by the Commons of Providence as recorded in RN 9915879 of the Erie County Recorder's Office;
3. Thence North 50° 58' 31" West, along a northerly line of said Commons of Providence's land, a distance of 12.50 feet to a point at a southwesterly corner of Church Street;
4. Thence North 39° 42' 55" East, along the easterly right-of-way line of Church Street, a distance of 150.56 feet the principal place of beginning and containing 0.0432 acres (1,880.4621 sq. ft.) of land more or less, but subject to all legal highways, easements and restrictions of record.

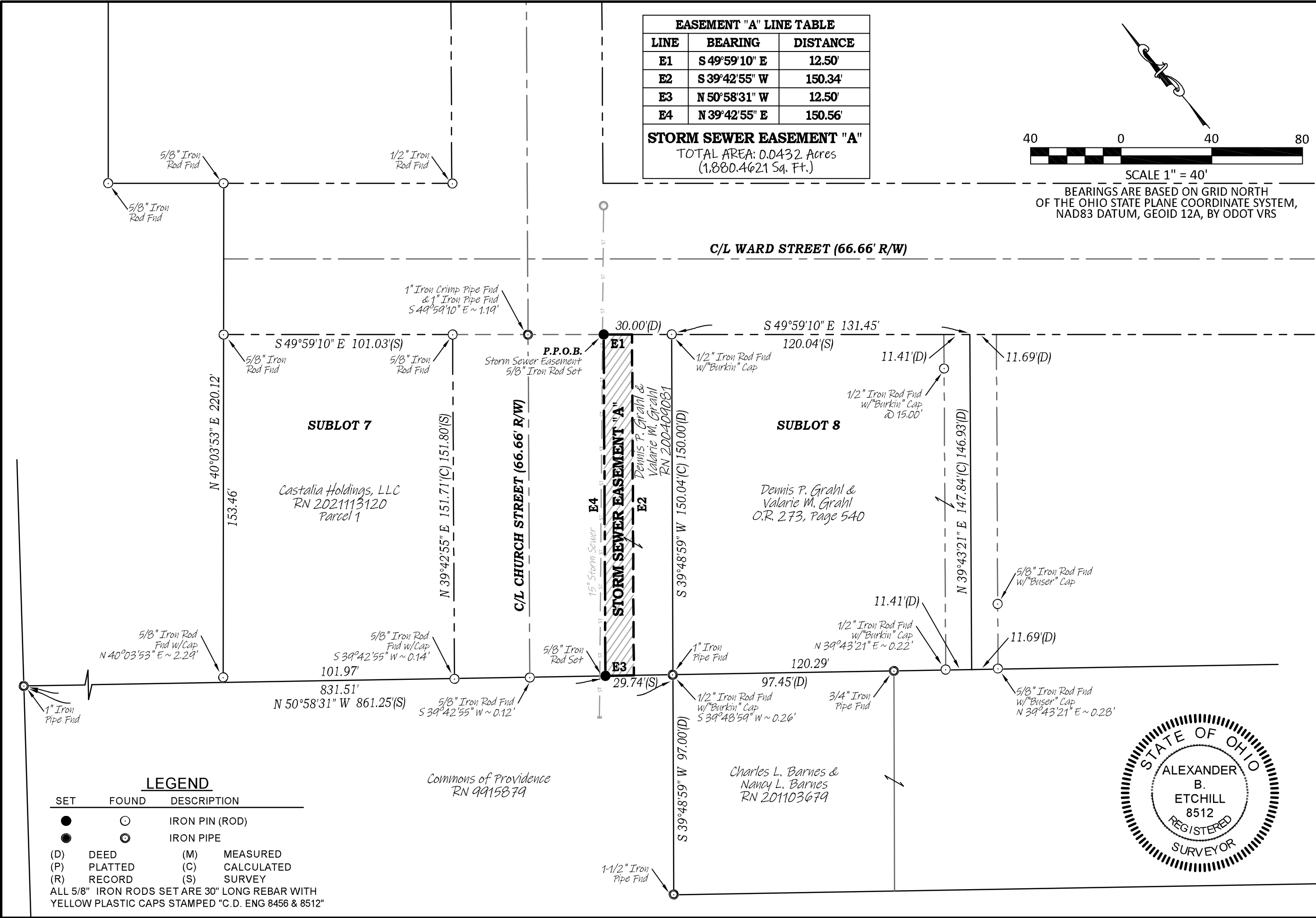
Bearings are based on Grid North of the Ohio State Plane Coordinate System, NAD83 Datum, Geoid 12A, by ODOT VRS.

Prior Deed Reference: RN 200409081

All 5/8" iron rods set are 30" long rebar with yellow plastic caps stamped "C.D. ENG 8456 & 8512".

This description was prepared by Contractors Design Engineering, (Consulting Engineers and Surveyors, Norwalk, Ohio) in November, 2022 per Alexander B. Etchill, Registered Surveyor No. 8512 from an actual survey performed October, 2022 on the premises by Contractors Design Engineering.





DATE: OCTOBER, 2022
DR. BY: DMM
CH'D. BY: ABE
PROJECT NO.: 22-494

STORM SEWER EASEMENT "A" PLAT FOR
THE GRAHL FAMILY
BEING A PARCEL OF LAND LOCATED IN PART OF SUBLLOT 8
OF TH PLAT OF VENICE, ANNEXATION OF MARGARETTA,
ERIE COUNTY, STATE OF OHIO

1
1

ORDINANCE NO. _____

AN ORDINANCE ESTABLISHING A PERPETUAL EASEMENT GRANTED TO THE CITY BY THE CITY FOR A STORM SEWER ON A PORTION OF CHURCH STREET, EXTENDING SOUTH BETWEEN 4904 WARD STREET AND 4808 WARD STREET; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, this City Commission approved the vacation of a portion of Church Street, extending South between 4904 Ward Street and 4808 Ward Street, within the City, at first reading at their regularly scheduled City Commission meeting on May 23, 2022, however, prior to the second reading, it was recommended that City Commission approve two (2) easements for maintaining an existing storm sewer; and

WHEREAS, the City is requesting to establish an easement in the Church Street right-of-way for an existing storm sewer of which a portion of the easement will be transferred to Dennis & Valarie Grahl through the vacation process, once approved; and

WHEREAS, in companion legislation, approval is being requested to accept an easement from Dennis & Valarie Grahl on their property located on Ward Street, Parcel No. 60-00420.000, that adjoins the Church Street right-of-way to maintain an existing storm sewer; 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 establish the easement and allow for the second reading of the Ordinance to vacate a portion of Church Street that was approved at first reading on May 23, 2022; 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. This City Commission authorizes and directs the City Manager to execute the Perpetual Easement on behalf of the City to the City, for the purpose of maintaining an existing storm sewer on a portion of Church Street, extending south between 4904 Ward Street and 4808 Ward Street, a copy of which is attached and marked Exhibit "1" and is specifically incorporated as if fully rewritten herein.

Section 2. The City Manager is authorized and directed to execute any other documents necessary for the Perpetual Easement as approved by the Law Director as being consistent with the objectives and requirements of this Ordinance.

Section 3. 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 4. 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 5. That for 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 upon its passage, and its due authentication by the President, and the Clerk of the City Commission of the City of Sandusky, Ohio.

RICHARD R. BRADY
PRESIDENT OF THE CITY COMMISSION

ATTEST: _____
CATHLEEN A. MYERS
CLERK OF THE CITY COMMISSION

Passed: December 21, 2022

PERPETUAL EASEMENT

KNOW ALL PERSONS BY THESE PRESENTS: That, the City of Sandusky, herein referred to as the Grantor, whose tax mailing address is 240 Columbus Avenue, Sandusky, Ohio 44870, for and in consideration of the sum of one dollar(s) (\$1.00) and other good and valuable consideration paid by the City of Sandusky, whose tax mailing address is 240 Columbus Avenue, Sandusky, Ohio 44870, herein referred to as the Grantee, the receipt and sufficiency of which is hereby acknowledged, does hereby **GRANT, BARGAIN, SELL, CONVEY, AND RELEASE** to the Grantee, its successors and assigns forever, a perpetual alienable Easement to have access to maintain, repair, or inspect sewer lines, at any time or times hereafter, for the area in Exhibit A, including the right of ingress to and egress from and over said premises (real estate) situated in the County of Erie and State of Ohio, and described as:

SEE ATTACHED "LEGAL DESCRIPTION", INCORPORATED HERETO.

SEE ATTACHED EXHIBIT "A", INCORPORATED HERETO FOR ILLUSTRATION PURPOSES ONLY.

(all bearings stated above are assumed for the purpose of this description)

The Grantor claim title to the above described property as it is the Owner and Trustee for the general public rights-of-way as defined by the Ohio Revised Code Section 4511.01(uu).

The consideration recited herein shall constitute full and final payment for said easement and all damages sustained and/or claimed by the Grantors, their executors, administrators, successors, and assigns, including but not limited to all damages to the remainder of the Grantor's real estate, that arise from or by reason of inspection or other proper and allowed acts as stated above, said damages include but are not limited to those known or unknown, those legal, equitable or otherwise and those direct, incidental or consequential.

TO HAVE AND TO HOLD said Easement, together with all rights and privileges belonging thereto unto the Grantee and its successors and assigns forever. This Easement together with all agreements, covenants, and other provisions recited herein, shall constitute a covenant running with the land for the benefit and use of the Grantee, its successors and assigns forever.

The Grantor and signatories hereto, hereby covenant that they are the true and lawful Owner of the above described real estate and have full power and authority to convey the same; that the same is free and clear from all liens and encumbrances whatsoever and that the Grantor will warrant and defend the title to the said easement against all lawful claims.

IN TESTIMONY WHEREOF, _____, the Grantor, has
executed this Perpetual Easement this _____ day of _____, 2022.

John Orzech, Interim City Manager

STATE OF OHIO }
 }
COUNTY OF ERIE } ss:

Before me a Notary Public in and for said County, personally appeared the above named,
proper signatory for the Grantor, who acknowledged he did sign the foregoing instrument and
that the same is his free act and deed.

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this _____ day of
_____, 2022.

Notary Public

THIS INSTRUMENT PREPARED BY:

Brendan L. Heil
City of Sandusky Law Director
240 Columbus Avenue
(419) 627-5852

**Contractors Design Engineering
Consulting Engineers and Surveyors
1623 Old State Road, Norwalk, Ohio 44857**

**Legal Description For:
The City of Sandusky
Storm Sewer Easement "B"
0.0432 Acres**

Being a parcel of land located in part of the Church Street right-of-way of the Plat of Venice as recorded in Deed Volume 6, Page 583 of the Erie County Recorder's Office, Annexation of Margareta, Erie County, State of Ohio, and further particularly described as follows:

Beginning at a 5/8" iron rod set at the intersection of the southerly right-of-way line of Ward Street (66.66' R/W) and the easterly right-of-way line of Church Street (66.66' R/W), and a northwesterly corner of land now or formerly owned by Dennis P. Grahl & Valarie M. Grahl (part of Sublot 8) as recorded in RN 200409081 and being the principal place of beginning;

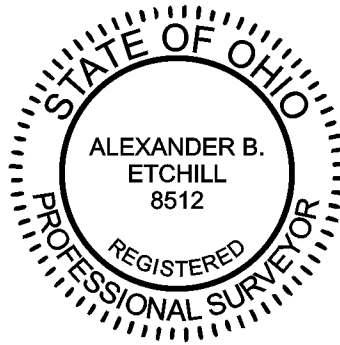
1. Thence South 39° 42' 55" West, along the easterly right-of-way line of Church Street and a westerly line of said Grahl's (part of Sublot 8) land, a distance of 150.56 feet to a 5/8" iron rod set at a southeasterly corner of Church Street, a southwesterly corner of said Grahl's (part of Sublot 8) land, and a northerly line of land now or formerly owned by the Commons of Providence as recorded in RN 9915879 of the Erie County Recorder's Office;
2. Thence North 50° 58' 31" West, along a northerly line of said Commons of Providence's land, a distance of 12.50 feet to a point;
3. Thence North 39° 42' 55" East, a distance of 150.78 feet to a point on a westerly extension of the southerly right-of-way line of Ward Street;
4. Thence South 49° 59' 10" East, along said westerly extension of the southerly right-of-way line of Ward Street, a distance of 12.50 feet the principal place of beginning and containing 0.0432 acres (1,883.2645 sq. ft.) of land more or less, but subject to all legal highways, easements and restrictions of record.

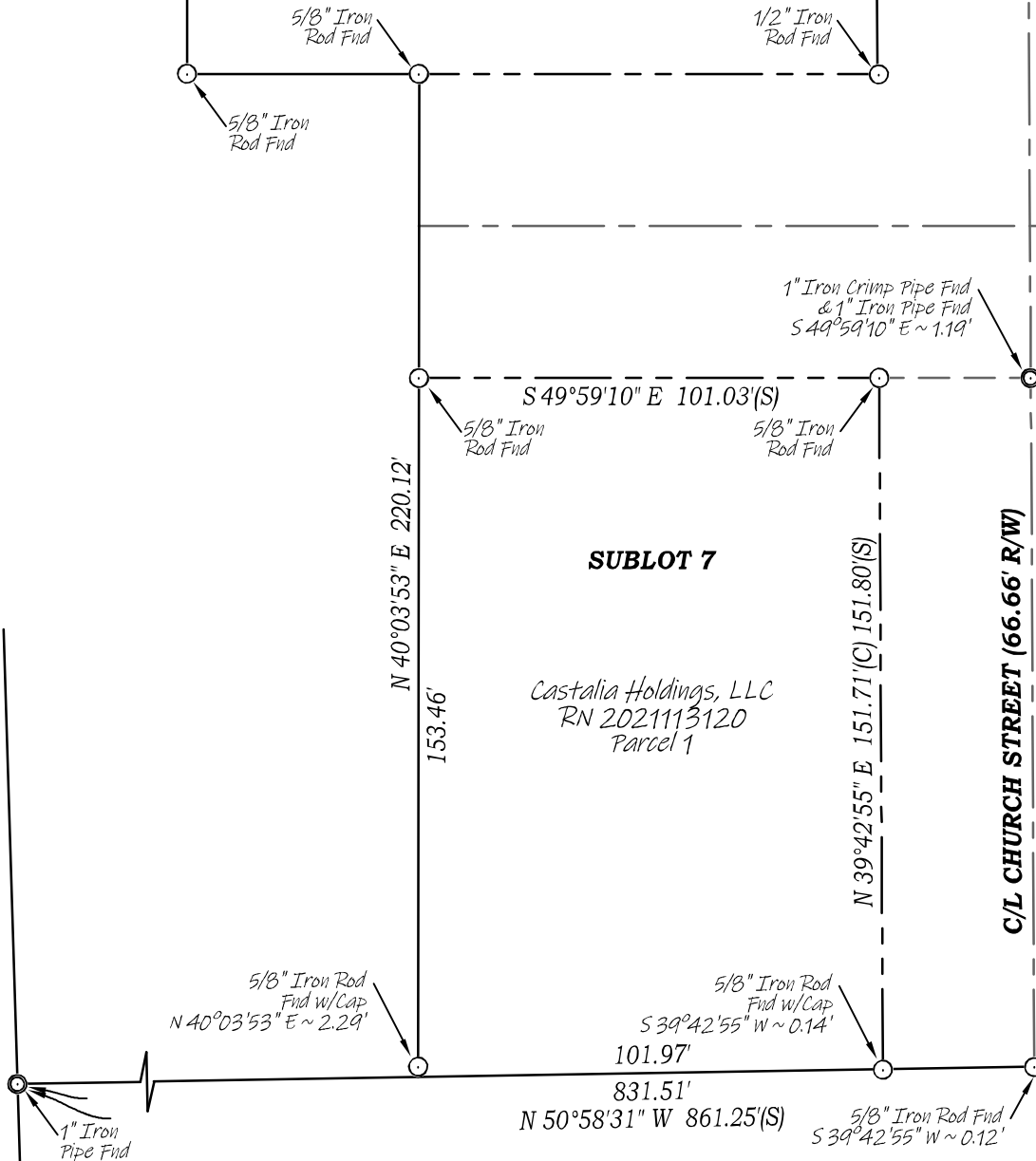
Bearings are based on Grid North of the Ohio State Plane Coordinate System, NAD83 Datum, Geoid 12A, by ODOT VRS.

Prior Deed Reference:

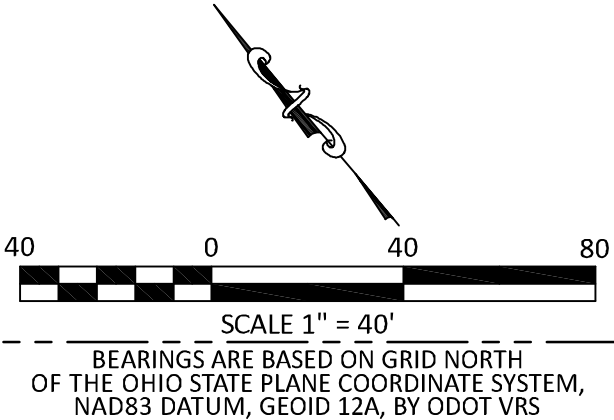
All 5/8" iron rods set are 30" long rebar with yellow plastic caps stamped "C.D. ENG 8456 & 8512".

This description was prepared by Contractors Design Engineering, (Consulting Engineers and Surveyors, Norwalk, Ohio) in November, 2022 per Alexander B. Etchill, Registered Surveyor No. 8512 from an actual survey performed October, 2022 on the premises by Contractors Design Engineering.

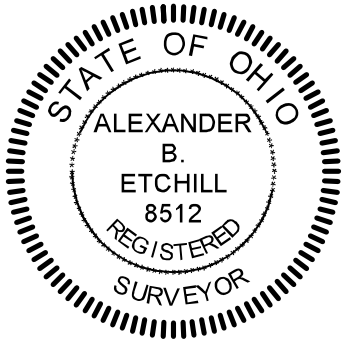
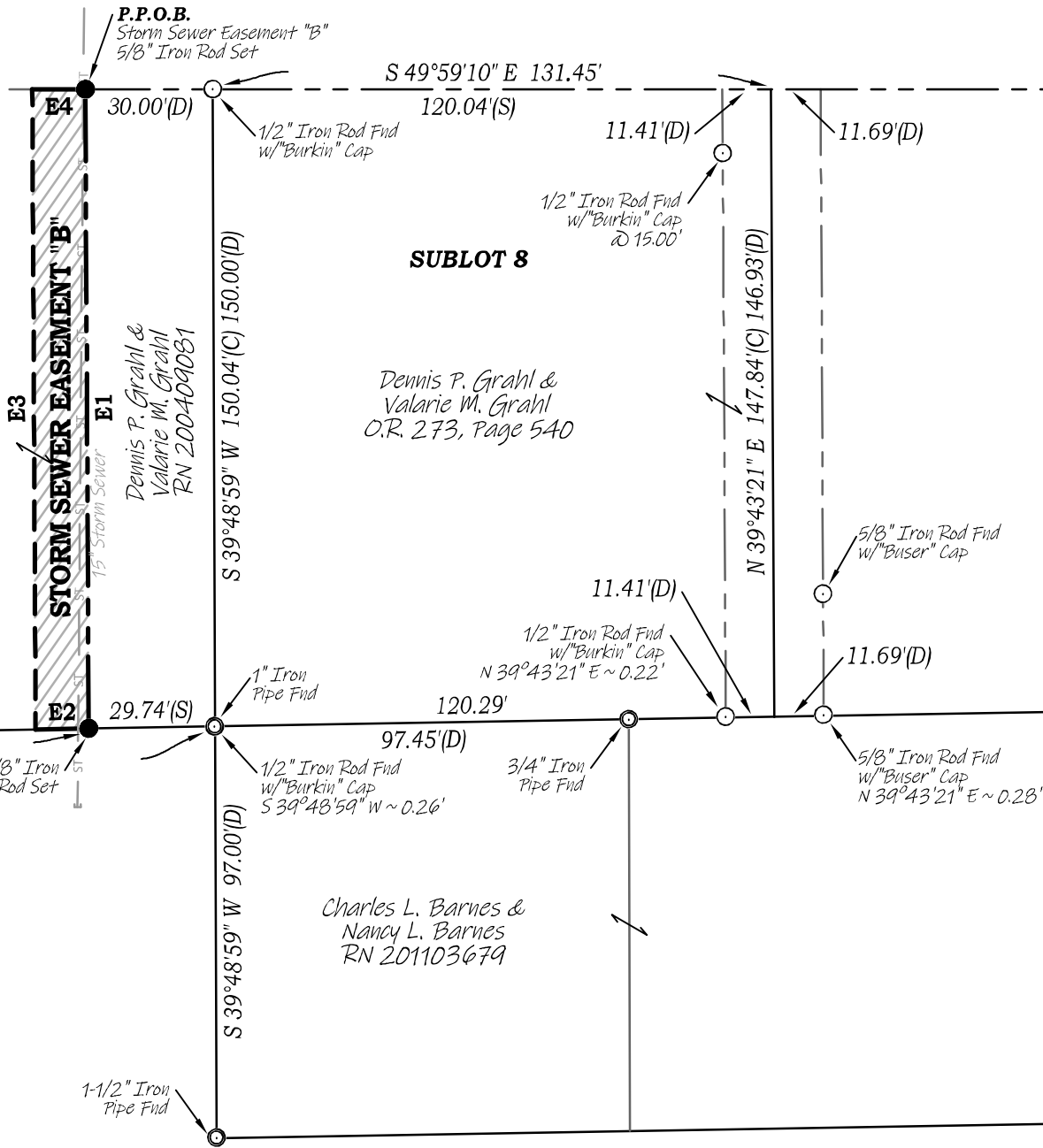




EASEMENT "B" LINE TABLE		
LINE	BEARING	DISTANCE
E1	S 39°42'55" W	150.56'
E2	N 50°58'31" W	12.50'
E3	N 39°42'55" E	150.78'
E4	S 49°59'10" E	12.50'
STORM SEWER EASEMENT "B"		
TOTAL AREA: 0.0432 Acres (1,883.2645 Sq. Ft.)		



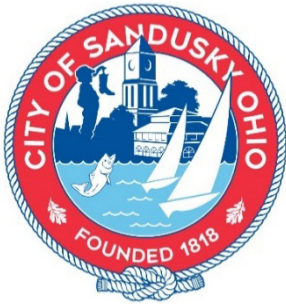
LEGEND			
SET	FOUND	DESCRIPTION	
●	○	IRON PIN (ROD)	
●	⊙	IRON PIPE	
(D)	DEED	(M)	MEASURED
(P)	PLATTED	(C)	CALCULATED
(R)	RECORD	(S)	SURVEY
ALL 5/8" IRON RODS SET ARE 30" LONG REBAR WITH YELLOW PLASTIC CAPS STAMPED "C.D. ENG 8456 & 8512"			



STORM SEWER EASEMENT "B" PLAT FOR
THE CITY OF SANDUSKY
BEING A PARCEL OF LAND LOCATED IN PART OF THE CHURCH STREET
RIGHT-OF-WAY OF TH PLAT OF VENICE, ANNEXATION OF MARGARETTA,
ERIE COUNTY, STATE OF OHIO

DATE: OCTOBER, 2022
DR. BY: DMM
CH'D. BY: ABE
PROJECT NO.: 22-494

CONTRACTORS
DESIGN ENGINEERING
CONSULTING ENGINEERS & SURVEYORS
NORWALK, OHIO



DEPARTMENT of COMMUNITY DEVELOPMENT

DIVISION OF PLANNING

240 Columbus Ave.

Sandusky, Ohio 44870

419.627.8462

www.cityofsandusky.com

To: Eric Wobser, City Manager

From: Alec Ochs, Assistant Planner

Date: May 11, 2022

Subject: May 23, 2022 City Commission Agenda Item – petition for the vacation of an extension to Church street right-of-way at the corner of Church Street and Ward St. between parcels 60-00036.000000 to the north and 60-00420.000 the south.

Item for Consideration: Dennis Grahl has submitted a petition for the vacation of an extension to Church street right-of-way located between parcels 60-00036.000000 to the north and 60-00420.000 the south.

Purpose: Generally, it is important for the City Commission to analyze and preserve streets and alleys for future planning endeavors or projects when possible. Street and Alley vacations should only be considered when the City can definitively determine there will not be a public use in the future and when the vacation will not land lock any parcels, nor adversely impact traffic circulation or adjacent properties.

Background Information: At the April 27, 2022 Planning Commission meeting the Commission recommended approval for the vacation of the above referenced street. The applicant, Dennis Grahl, applied to vacate this area because he claims to have been maintaining the parcel for a long period of time. Planning staff recognizes that the mentioned street has never been developed or used as a street and will remain accessible for utilities. All adjacent property owners have signed the petition for the vacation of this right-of-way. The proposed vacations will not create land locked parcels. The right-of-way is no longer of use for the public, nor are there plans to extend this roadway. The City's Engineering Department, Police Department, Fire Department, and Building Department reviewed the petition for vacation and do not object. The City Engineer noted that there is a storm sewer line running parallel through the right-of-way. The Planning Commission recommended approval based on the following: A minimum 20' easement must be granted to the City (10' for each side of center of pipe). This easement will prohibit the construction of any structures within the 20' buffer.

Correlation to the Comprehensive Plan: The Comprehensive Plan calls for reimagining this section for residential stabilization and infill. The proposed vacation could assist in the beautification of this parcel.

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

Action Requested: It is requested that City Commission approve the proposed petition for the vacation of an extension to Church street right-of-way located between parcels 60-00036.000000 to the north and 60-00420.000 the south.

I concur with this recommendation:

Eric Wobser, City Manager

cc: Cathy Myers, Clerk of City Commission, Michelle Reeder, Finance Director, Brendan Heil, Law Director



Petition for Vacation
City Right-Of-Way

DENNIS GRAHL
Typed or Printed Name of Circulator

P.O. Box 307, CASTALIA, OH
Typed or Printed address of Circulator

419 656-1656
Phone Number of Circulator

The undersigned owners of lots in the vicinity

DENNIS & VALARIE GRAHL
CASTALIA HOLDINGS LLC.
COMMONS OF PROVIDENCE.

Respectfully petition that a portion of said street/alley/right-of-way described as follows:

60' VACANT LOT FRONTING ON WARD ST.

Be vacated for the reason that it is no longer of use to the public and its vacation will not be detrimental to the general interest.

By signing this petition, we hereby support the proposed vacation and waive our right to public notice. Further, we realize that we shall be responsible for providing a completed petition including a complete legal description and a plat prepared by a professional, suitable for recording, and approved by the County Surveyor.

Name	Address	Date Signed
<u>Dennis Grahl</u>	<u>P.O. Box 307 Castalia OH</u>	<u>1-6-22</u>
<u>Valarie M. Grahl</u>	<u>PO Box 307 Castalia OH</u>	<u>1-6-22</u>
<u>John W. Lippert</u>	<u>2025 Hayes Ave Sandusky OH 44870</u>	<u>1/6/22</u>
<u>Scott Miller</u>	<u>116 Depot St Castalia OH 44824</u>	<u>1-6-22</u>

(You may attach an additional sheet of paper if the space provided above is not adequate)

Office use only:

_____ \$500.00 filing fee

_____ Plat as detailed in "Right-of-Way Vacation Procedures", and approved by the County Surveyor

_____ Legal Description approved by the County Surveyor

_____ Completed form containing required signatures

April 30, 2022

Alec Ochs, Assistant Planner
Community Development Department
240 Columbus Ave.
Sandusky, OH 44870

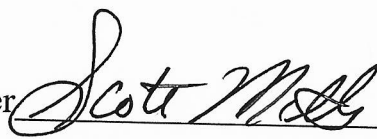

RE: Vacating Ward Street Right-of-Way

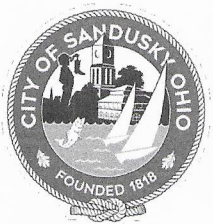
Alec:

The home to the North side of referenced property, 4904 Ward Street, is titled in the name of Castalia Holdings, LLC

We are the owners of Castalia Holdings, LLC. We simply want to add one half of the vacated Right-of-Way to our property.

Thank You,

Scott Miller  Date: 4-29-2022
Daniel Miller  Date: 4-29-2022



City of Sandusky

Sandusky, OH 44870

RECEIPT NUMBER

00089619

Paid By

DENNIS GRAHL

under parcel # 4000420000
in BSA

04/11/2022

WARD

Type	Record #	Fee Item Description	Amount
PZE Process	PROV22-0002	Vacation Right of Way	\$ 500.00

Total	\$ 500.00
Cash	
Check	\$ 500.00
Check #	9400
Credit Card	
Tendered	\$ 500.00
Change	\$ 0.00



PLANNING COMMISSION

Application for Approval

Department of Planning

240 Columbus Ave

Sandusky, Ohio 44870

419.627.5891

www.cityofsandusky.com

TYPE OF APPLICATION:

☐ Conditional Use Permit

☐ Flood Plain Variance

☒ Other

☐ Similar Main Use

☐ Front Yard Fence

APPLICANT/AGENT INFORMATION:

Property Owner Name:

VACANT RITE OF WAY

Property Owner Address:

Property Owner Telephone:

Property Owner Email:

Authorized Agent Name:

DENNIS GRAHL

Authorized Agent Address:

P.O. Box 307 CASTALIA, O

Authorized Agent Telephone:

419 656-1656.

Authorized Agent Email:

CM5312@BEX.NET.

LOCATION AND DESCRIPTION OF PROPERTY:

Municipal Street Address:

VACANT LOT WARD ST + CHURCH ST.

Legal Description of Property (check property deed for description):

ATTACHED.

Parcel Number:

Zoning District:

DETAILED SITE INFORMATION:

Land Area of Property: 5,048 sq. ft. Each (sq. ft. or acres)

Total Building Coverage (of each existing building on property):

Building #1: _____ (in sq. ft.)

Building #2: N/A

Building #3: N/A

Additional: _____

Total Building Coverage (as % of lot area): N/A

Gross Floor Area of Building(s) on Property (separate out the square footage of different uses – for example, 800 sq. ft. is retail space and 500 sq. ft. is storage space:

N/A

Proposed Building Height (for any new construction): _____

Number of Dwelling Units (if applicable): N/A

Number of Off-Street Parking Spaces Provided: N/A

Parking Area Coverage (including driveways): _____ (in sq. ft.)

Landscaped Area: _____ (in sq. ft.)

PROPOSED DEVELOPMENT (check those that apply):

- ☒ New Construction (new building(s))
☐ Addition to Existing Building(s)
☐ Change of Use in Existing Building(s)

Description of Proposed Development (Describe in detail your development plans, for example – proposed use, size of building or proposed addition, hours of operation, days of operation, seating capacity, etc.):

N/A

REQUIRED SUBMITTALS:

15 copies of a site plan/off-street parking plan for property

Application Fee:

Similar Main Use: \$100.00

Front Yard Fence: no charge

Conditional Use Permit: \$100.00

Flood Plan Variance: \$100.00

Other: check with staff for fee

APPLICATION MUST BE COMPLETELY FILLED OUT

APPLICATION AUTHORIZATION:

If this application is signed by an agent, authorization in writing from the legal owner is required. Where owner is a corporation, the signature of authorization should be by an officer of the corporation under corporate seal.

Dennis Hall
Signature of Owner or Agent

5-13-22
Date

PERMISSION TO ACT AS AUTHORIZED AGENT:

As owner of _____ (municipal street address of property), I hereby authorize _____ to act on my behalf during the Planning Commission approval process.

Signature of Property Owner

Date

STAFF USE ONLY:

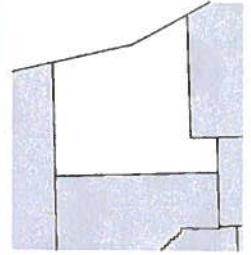
Date Application Accepted: _____ Permit Number: _____

Date of Planning Commission Meeting: _____

Planning Commission File Number: _____



Overview



Legend

- Parcels
- Lot Lines
- Lot Line Labels
- Streets
- Corporate Limits
- Low Level

Parcel ID 60-00035.000
Owner CASTALIA HOLDINGS LLC
PO BOX 217
CASTALIA, OH 44824
Location Address WARD
SANDUSKY

District 60 - SANDUSKY CITY - ANNEX - SANDUS
Class 110 - Agricultural Vacant land (on CAUV)
Acreage 2.75

Last 2 Sales
Date Price Vol/Page
11/18/2021
10/19/2021

Date created: 1/5/2022
Last Data Uploaded: 1/5/2022 3:29:51 AM

Developed by Schneider
GEOSPATIAL

PLANNING COMMISSION REPORT

APPLICATION FOR A PUBLIC RIGHT OF WAY
VACATION TO AN UNUTILIZED EXTENSION OF
CHURCH ST. LOCATED BETWEEN 4808 WARD ST. &
4904 WARD ST. (PARCELS 60-00036.000, 60-
00420.000, 60-00137.000)

Reference Number: PROVV-0002

Date of Report: April 18, 2022

Report Author: Alec Ochs, Assistant Planner



City of Sandusky, Ohio

Planning Commission Report

BACKGROUND INFORMATION

Applicant:	Dennis Grahl 4808 Ward St. Sandusky, OH 44870
Site Location:	An unutilized extension of Church St. located between 4808 Ward St. & 4904 Ward St. Sandusky, OH 44870
Current Zoning:	n/a
Surrounding Zoning:	North- "R1-75 Single Family Residential East- "RB" Roadside Business South- "RMF – Residential Multi-Family West- "R1-75 Single Family Residential
Existing Use:	Vacant right-of-way
Proposed Zoning:	"RB" & R1-75 – Single Family Residential
Applicable Plans & Regulations:	City of Sandusky Bicentennial Comprehensive Plan City of Sandusky Planning and Zoning Code Chapters: 1187.05 VACATION OF PLAT. Planning and development Procedures Section 9.0: Vacation of Street or Alley

SITE PICTURES

Subject Parcels Outlined in Red



Zone Map Setbacks



PUD - Planned Unit Development



Parcels



TRO - Transient Rental Overlay



Zoning

AG - Agriculture

CA - Commercial Amusement

CR - Commercial Recreation

CS - Commercial Service

DBD - Downtown Business

GB - General Business

GM - General MAnufacturing

LB - Local Business

LM - Local Manufacturing

P - Auto Parking

PF - Public Facilities

R1-40 - Single Family Residential

R1-50 - Single Family Residential

R1-60 - Single Family Residential

R1-75 - Single Family Residential

R2F Two-Family Residential

RB - Roadside Business

RMF - Multi-Family Residential

RRB - Residential/Business

RS - Residential Suburban

Aerial Photo of Site



Aerial Photo of Site March 2021





PROJECT DESCRIPTION

The applicant has filed vacation for the public right-of-way extension of Church St. located between 4808 Ward St. & 4904 Ward St. is approximately 10,000 sq. ft. of land. It is vacant with no future plans of a street extension of Church St.

The applicant claims to have been maintaining the right-of-way for some time and would like to own the land for his efforts. The land would be parceled by a licensed surveyor, split evenly, and combined across the 2 directly adjacent properties. A survey map has been included in this application.

There is an existing storm sewer line that extends through the right of way into an adjoining storm water retention area.



APPLICABLE CODE SECTIONS

1187.05 VACATION OF PLAT.

A plat or portion thereof may be vacated. The owner or owners of properties located within the area of the plat proposed to be vacated shall submit to the Planning Commission a document, which shall include a text and/or drawings in form approved by the City Law Director, declaring said plat or portion thereof vacated.

If the vacation does not involve the vacation of a public right-of-way, easement, or other public property, the Planning Commission shall take action to approve, approve with conditions, or disapprove such document of vacation. The action of the Planning Commission shall be final.

If the vacation involves the vacation of a public right-of-way, easement, or other public property, the Planning Commission shall make a recommendation to the City Commission. The City Commission may approve, approve with conditions, disapprove, or approve in part any such document.

Upon approval by the City Commission, said document shall be recorded in like manner as plats of subdivisions and shall operate to destroy the force and effect of the plat, or portion thereof, so vacated. (Ord. 02-176. Passed 10-28-02.)

Ohio revised code 723.041

When a vacation occurs, a municipality and any affected public utility automatically retain a permanent easement in such vacated for the purpose of maintenance and access.

DIVISION OF PLANNING COMMENTS

The stormwater infrastructure exists on the property, and it will remain (see engineering comments). This makes the parcel an unlikely location for infill development. Also, right of way does not extend past this parcel, therefor making a future continuation of Church Street through to Providence Street unlikely. For these reasons, the planning division does not oppose the vacation of this right of way.

OTHER DEPARTMENT COMMENTS

Engineering Staff:

A minimum 20' easement must be granted to the City (10' for each side of center of pipe). This easement would restrict any building and or structure construction within the 20' buffer.

Building Staff:

No concerns have been received as of the writing of this report

Police Department:

No concerns have been received as of the writing of this report

Fire Department:

No concerns have been received as of the writing of this report

CONCLUSION/RECOMMENDATION

In conclusion, staff has no opposition to the approval of the proposed public right of way vacation to an unutilized extension of Church St. located between 4808 Ward St. & 4904 Ward St. (parcels 60-00036.000, 60-00420.000, 60-00137.000)



Planning Commission

240 Columbus Ave
Sandusky, Ohio 44870
419.627.5891
www.cityofsandusky.com

May 11, 2022

At the April 27th Planning Commission meeting, the Planning Commission recommended approval to the City Commission for the proposed vacation of an unutilized extension of Church Street located between 4808 Ward Street and 4904 Ward Street.

Pete McGory
Planning Commission Chairman

ORDINANCE NO. _____

AN ORDINANCE VACATING A PORTION OF CHURCH STREET, EXTENDING SOUTH BETWEEN 4904 WARD STREET AND 4808 WARD STREET, WITHIN THE CITY, AS SET FORTH ON THE VACATION PLAT, A COPY OF WHICH IS MARKED AS EXHIBIT “A-2”, ATTACHED TO THIS ORDINANCE AND INCORPORATED HEREIN.

WHEREAS, Section 723.04 of the Ohio Revised Code provides for statutory proceedings to vacate a street, alley, or portion thereof by the legislative authority upon petition by a person owning a lot in the immediate vicinity of the street or alley; and

WHEREAS, the petitioner, Dennis Grahl, and all abutting property owners are consenting to and signed the Petition for Vacation which dispensed with the notice requirement contained in Section 723.06 of the Ohio Revised Code; and

WHEREAS, the City’s Engineering Department, Police Department, Fire Department and Building Department have reviewed the petition for vacation and do not object but the City Engineer indicated a storm sewer line running parallel through the right-of-way exists and a minimum twenty foot (20’) easement (10’ on each side of pipe) must be granted to the City and would restrict any building and/or construction of any structure within the twenty foot (20’) easement; and

WHEREAS, the Planning Commission considered this vacation request at its April 27, 2022, meeting and resolved to recommend approval of the requested vacation; and

WHEREAS, pursuant to the requirements of Section 723.04 of the Ohio Revised Code, the City Commission held a public hearing at its May 23, 2022, regularly scheduled meeting to consider the Planning Commission's recommendation for **approval** pursuant to Section 713.02 of the Ohio Revised Code; and

WHEREAS, this Ordinance was passed at first reading at the regularly scheduled City Commission meeting on May 23, 2022, however, prior to the second reading, it was recommended that City Commission approve two (2) easements which are being requested for approval in companion legislation; and

WHEREAS, this City Commission finds that there is good cause for such vacation as prayed for and that such vacation will not be detrimental to the general interest and is conducive to the general interests of the public and the area is no longer needed for any municipal purpose, and that it should be made; 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 of the City of Sandusky, that is vacation be made; NOW, THEREFORE,

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

Section 1. The portion of Church Street, extending south between 4904 Ward Street, Parcel No. 60-00036.000 to the north and 4808 Ward Street, Parcel

Nos. 60-00420.000 and 60-00137.000, to the south, labeled as described on the vacation plat, with a total area of approximately .2318 acres of land, and as more fully described in the legal description and vacation plat marked Exhibits "A-1" and "A-2", attached to this Ordinance and specifically incorporated herein, be and the same are hereby vacated pursuant to the Ohio Revised Code, Section 723.08 and is a revocation of the acceptance thereof by this City Commission.

Section 2. The said vacations be and hereby are subject to the permanent easements for public utility purposes in such vacated premises as set forth in Section 723.041 of the Ohio Revised Code.

Section 3. The Clerk of the City Commission be instructed to endorse upon the plats, the City Commission action in vacating such portion of the street and alley and to cause said plats to be recorded in the office of the Erie County Recorder and to notify the Auditor of Erie County of such vacations, by sending a copy of this Ordinance.

Section 4. 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 5. 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 6. That for the reasons set forth in the preamble hereto, this Ordinance shall take effect at the earliest time allowed by Law.

RICHARD R. BRADY
PRESIDENT OF THE CITY COMMISSION

ATTEST: _____
CATHLEEN A. MYERS
CLERK OF THE CITY COMMISSION

ROAD VACATION PARCEL A DESCRIPTION

Situated in part of Church Street in the Village of Venice as per deed recorded in Volume 364 Page 314, now in the City of Sandusky, Erie County, Ohio, and being more particularly described as follows;

Commencing at an iron pin found at the intersection of the southwesterly right of way line of Ward Street with northwesterly right of way line of Church Street and being the most easterly corner of Lot Number 7 in said Village of Venice now or formerly owned by Castalia Holdings, LLC. as per deed recorded in RN202113120 of the Erie County Records, said point being the principal place of beginning for this description;

1. Thence South $53^{\circ}40'00''$ East, a distance of 33.33 feet to an iron pin found on the centerline of Church Street;
2. Thence South $36^{\circ}02'05''$ West, along the centerline of Church Street, a distance of 151.47 feet to an iron pin found on the northeasterly line of a parcel of land now or formerly owned by The Commons Of Providence as per deed recorded in RN9919043 of the Erie County Records;
3. Thence North $54^{\circ}13'53''$ West, along the northeasterly line of said Commons Of Providence parcel, a distance of 33.33 feet to an iron pin found at the most southerly corner of said Lot Number 7, being on the northwesterly right of way line of Church Street;
4. Thence North $36^{\circ}02'05''$ East, along the southeasterly line of said Lot Number 7 and the northwesterly right of way line of Church Street, a distance of 151.80 feet to the place of beginning and containing 0.1160 acres of land, but subject to all easements and restrictions of record.

In the above description the courses were referred to a meridian assumed for the purpose of indicating angles only.

This description was prepared by David A. Williams, Registered Surveyor No. 7166 and was taken from an actual field survey performed on January 19, 2022.

APPROVED as per Erie County Requirements
And Sections 4733-37 thru 4733-37-07 of the Ohio
Administrative Code only. No Field Verifications
for Accuracy made.

Michael J. Farrell
Engineer/Surveyor: Erie County Engineer's

Date: 1-21-2022

David A. Williams

David A. Williams
Registered Surveyor No. 7166

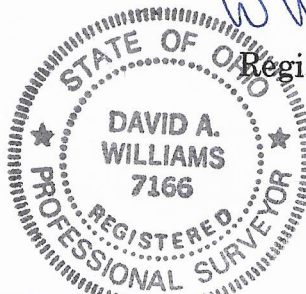


Exhibit "A-1"

ROAD VACATION PARCEL B DESCRIPTION

Situated in part of Church Street in the Village of Venice as per deed recorded in Volume 364 Page 314, now in the City of Sandusky, Erie County, Ohio, and being more particularly described as follows;

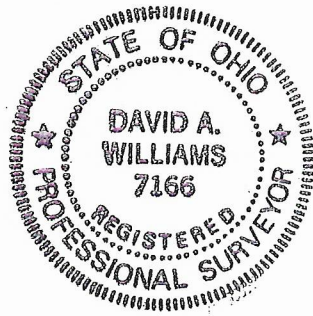
Commencing at an iron pin found at the intersection of the southwesterly right of way line of Ward Street with northwesterly right of way line of Church Street and being the most easterly corner of Lot Number 7 in said Village of Venice now or formerly owned by Castalia Holdings, LLC. As per deed recorded in RN202113120 of the Erie County Records;

Thence South $53^{\circ}40'00''$ East, a distance of 33.33 feet to an iron pin found on the centerline of Church Street, said point being the principal place of beginning for this description;

1. Thence South $53^{\circ}40'00''$ East, a distance of 33.33 feet to a point at the most northerly corner of Lot Number 8 in said Village of Venice now or formerly owned by Dennis and Valerie Grahl as per deed recorded in RN200409081 of the Erie County Records and being at the intersection of the southeasterly right of way line of Church Street with the southwesterly right of way line of Ward Street;
2. Thence South $36^{\circ}02'05''$ West, along the northwesterly line of said Lot Number 8 and the southeasterly right of way line of Church Street, a distance of 151.14 feet to a point at the most westerly corner of said Lot Number 8 and being on the northeasterly line of a parcel of land now or formerly owned by The Commons Of Providence as per deed recorded in RN9919043 of the Erie County Records;
3. Thence North $54^{\circ}13'53''$ West, along the northeasterly line of said Commons Of Providence parcel, a distance of 33.33 feet to an iron pin found on the centerline of Church Street;
4. Thence North $36^{\circ}02'05''$ East, along the centerline of Church Street, a distance of 151.47 feet to the place of beginning and containing 0.1158 acres of land, but subject to all easements and restrictions of record.

In the above description the courses were referred to a meridian assumed for the purpose of indicating angles only.

This description was prepared by David A. Williams, Registered Surveyor No. 7166 and was taken from an actual field survey performed on January 19, 2022.



David A. Williams

A handwritten signature in blue ink that reads "David A. Williams".

Registered Surveyor No. 7166

APPROVED as per Erie County Requirements
And Sections 4733-37 thru 4733-37-07 of the Ohio
Administrative Code only, No Field Verifications
for Accuracy made.

A handwritten signature in blue ink that reads "Michael T. Farrell".

Engineer/Surveyor: Erie County Engineer's

Date:

1-20-2022



ADMINISTRATIVE SERVICES

240 Columbus Ave.
Sandusky, Ohio 44870

To: John Orzech, Interim City Manager

From: Cody Browning, IT Manager

Date: December 5th, 2022

Subject: **Commission Agenda Item – BIWW and WWTP Server and Storage Replacement**

ITEM FOR CONSIDERATION: Requesting legislation authorizing the City Manager to purchase product and services from Computers at Work, Inc. d.b.a. vTECHio of Naples, FL, through the State of Ohio, Department of Administrative Services, Cooperative Purchasing Program (contract #534109-38) to supply, install and configure a replacement virtual environment solution in the amount of \$94,839.

BACKGROUND INFORMATION: In 2017 the City of Sandusky moved our critical infrastructure from a physical environment to a virtual environment. This was a huge step forward at the time allowing us to be more flexible and more recovery resilient. This virtual environment for BIWW and WWTP is now in need of an upgrade. These servers are critical to daily functionality, and they need to be replaced with newer hardware. This project will install a highly available and redundant virtual environment consisting of server hardware and a compatible storage array.

BUDGETARY INFORMATION: The total cost of this virtual environment refresh will be \$94,839.00 and will be paid with Water Funds in the amount of \$47,419.50 and Sewer Funds in the amount of \$47,419.50.

ACTION REQUESTED: It is recommended that the proper legislation be prepared authorizing the City Manager to purchase product and services from Computers at Work, Inc. d.b.a. vTECHio of Naples, FL, through the State of Ohio, Department of Administrative Services, Cooperative Purchasing Program (contract #534109-38) to purchase the necessary equipment, install and configure a replacement virtual environment. It is requested that this legislation take effect in full accordance with Section 14 of the City Charter, to place the order as soon as possible as there is a long lead time on these systems due to electronic shortages.

I concur with this recommendation:

John Orzech, Interim City Manager

Cody Browning, IT Manager

cc: Cathy Myers, Commission Clerk; M. Reeder, Finance Director; B. Heil, Law Director

Computers At Work!, Inc.

DBA



EIN: 31-1758837

2338 Immokalee Rd. #151

Naples, FL 34110

Phone: (239) 514-2888

Fax: (239) 236-2232

www.vTECHio.com

PROPOSAL

CAWQ26061-02

Quoted: Dec 8, 2022

Expires: Jan 7, 2023

Prepared For:**City of Sandusky**

Cody Browning

240 Columbus Ave.
Sandusky, OH 44870
United States

Phone (419) 627-5969

Email cbrowning@ci.sandusky.oh.us**Ship To:****City of Sandusky**

Cody Browning

240 Columbus Ave.
Sandusky, OH 44870
United States

Presented By:**Jon Vandertill**jon.vandertill@vTECHio.com

(440) 715-3591

To accept this proposal, sign here and return:

Date: _____

Customer Purchase Order Number: _____

Please review quote for shipping address and accuracy of each item BEFORE placing order.

Terms: Net 30 Days

Line #	Description	Product #	Unit Price	Qty	Ext. Price
1	PowerEdge R650 Server	210-AYJZ	\$11,050.00	4	\$44,200.00
	8x2.5 Front Storage	379-BEIC			
	SAS/SATA Backplane	379-BDSS			
	No Rear Storage	379-BDTE			
	Trusted Platform Module 2.0 V3	461-AAIG			
	2.5" Chassis with up to 8 Hard Drives (SAS/SATA), 3 PCIe Slots, 2 CPU	321-BGHH			
	Intel Xeon Gold 5315Y 3.2G, 8C/16T, 11.2GT/s, 12M Cache, Turbo, HT (140W) DDR4-2933	338-CBWM			
	Intel Xeon Gold 5315Y 3.2G, 8C/16T, 11.2GT/s, 12M Cache, Turbo, HT (140W) DDR4-2933	338-CBWM			
	Additional Processor Selected	379-BDCO			
	Heatsink for 2 CPU configuration (CPU less than or equal to 165W)	412-AAVP			
	Performance Optimized	370-AAIP			
	3200MT/s RDIMMs	370-AEVR			
	No RAID	780-BCDI			
	PERC H355 Controller Front	405-ABCQ			
	Front PERC Mechanical Parts, front load	750-ACFR			
	Power Saving Dell Active Power Controller	750-AABF			
	UEFI BIOS Boot Mode with GPT Partition	800-BBDM			
	4 High Performance Fans for 2 CPU	750-ADIH			
	Dual, Hot-Plug, Power Supply, 1100W MM (100-220Vac) Titanium, Redundant (1+1)	450-AKLF			
	Riser Config 0, 2CPU, Half Length, Low Profile, 3 x16 Slots, SW GPU Capable	330-BBRP			
	PowerEdge R650 Motherboard with Broadcom 5720 Dual Port 1Gb On-Board LOM	329-BFGW			
	iDRAC9, Enterprise 15G	385-BBQV			
	Broadcom 57454 Quad Port 10GbE Base-T Adapter, OCP NIC 3.0	540-BDOT			
	LCD Bezel	325-BECJ			
	Luggage Tray x8 and x10 Chassis, R650	350-BCEI			
	BOSS-S2 controller card + with 2 M.2 240GB (RAID 1)	403-BCMG			

Line #	Description	Product #	Unit Price	Qty	Ext. Price
	BOSS Cables and Bracket for R650	403-BCNP			
	Quick Sync 2 (At-the-box mgmt)	350-BBXN			
	iDRAC, Factory Generated Password	379-BCSF			
	iDRAC Group Manager, Disabled	379-BCQY			
	VMware ESXi 7.0 U3 Embedded Image (License Not Included)	634-BWZG			
	No Media Required	605-BBFN			
	Cable Management Arm	770-BDMT			
	ReadyRails Sliding Rails Without Cable Management Arm or Strain Relief Bar	770-BECD			
	No Systems Documentation, No OpenManage DVD Kit	631-AACK			
	PowerEdge R650 Shipping	340-CUQR			
	R650 Ship 8x2.5	340-CUQO			
	R650 Dell/EMC label (BIS) for 2.5" Chassis	343-BBQY			
	PowerEdge R650 CE, CCC, Marking	389-DYIB			
	Custom Configuration	817-BBBB			
	Dell Hardware Limited Warranty Plus Onsite Service	853-2137			
	ProSupport Next Business Day Onsite Service After Problem Diagnosis 3 Years	853-2147			
	ProSupport 7x24 Technical Support and Assistance 3 Years	853-2167			
	Thank you choosing Dell ProSupport. For tech support, visit //www.dell.com/support or call 1-800- 945-3355	989-3439			
	32GB RDIMM, 3200MT/s, Dual Rank 16Gb BASE x8	370-AGDS		4	
	480GB SSD SATA Mix Use 6Gbps 512 2.5in Hot-plug AG Drive, 3 DWPD,	400-AZUT			
	Power Cord - C13, 3M, 125V, 15A (North America, Guam, North Marianas, Philippines, Samoa, Vietnam)	450-AALV		2	
	Broadcom 5719 Quad Port 1GbE BASE-T Adapter, PCIe Low Profile	540-BBDF			
	Broadcom 57414 Dual Port 10/25GbE SFP28 Adapter, PCIe Low Profile	540-BBVK			
2	Dell ME5024 Storage Array	210-BBOO	\$25,319.50	2	\$50,639.00
	25Gb iSCSI 8 Port Dual Controller	403-BCPG			
	Rack Rails 2U	770-BECP			
	ME Series 2U Bezel	325-BDDO			
	Power Supply, 580W, Redundant, WW	450-ALXL			
	Dell ME5024 Shipping	340-DCGF			
	Dell PowerVault ME Series 2U-24, CE Marking	389-EERY			
	Dell Hardware Limited Warranty	871-8034			
	ProSupport Next Business Day Onsite Service After Problem Diagnosis 3 Years	871-8048			
	ProSupport 7x24 Technical Support and Assistance 3 Years	871-8049			
	Thank you choosing Dell ProSupport. For tech support, visit //www.dell.com/support or call 1-800- 945-3355	989-3439			
	Dell Networking, Cable, SFP28 to SFP28, 25GbE, Passive Copper Twinax Direct Attach Cable, 2 Meter	470-ACET		4	
	Hard Drive Filler 2.5in, single blank	400-AEPR		18	
	1.92TB SSD SAS ISE Read Intensive 12Gbps 512 2.5in Hot-plug AG Drive	400-AXPB		6	
	Power Cord - C13, 3M, 125V, 15A (North America, Guam, North Marianas, Philippines, Samoa, Vietnam)	450-AALV		2	

Line #	Description	Product #	Unit Price	Qty	Ext. Price
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3	Installation by Dell Certified Engineer	Professional Services		1	
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Computers at Work, Inc. DBA vTech is an authorized Contract Reseller for the Ohio State Term Schedule for Computers, Software, Supplies & Services, Schedule No. 534109, Index No. STS-033, Dealer ID 534109-38 Vendor: Dell Marketing, L.P. The Contract code for Ohio STS transactions is 30AHH

Recurring :	Totals :
-------------	----------

Your investment in addition to the Grand Total:

\$0.00 *Billed Monthly*
\$0.00 *Billed Quarterly*
\$0.00 *Billed Annually*



www.vTECHio.com

Subtotal	\$94,839.00
Tax	\$0.00
Shipping	\$0.00
Grand Total	\$94,839.00

Pricing, Taxes, and Additional Information

All product, pricing, and other information is valid for U.S. customers and U.S. addresses only, and is based on the latest information available and may be subject to change. vTechio reserves the right to cancel quotes and orders arising from pricing or other errors. Sales tax on products shipped is based on your "Ship To" address. Please indicate any tax-exempt status on your PO, and email your exemption certificate to DJ.peterson@vtechio.com . Note: All tax quoted above is an estimate; final taxes will be listed on the invoice. If you have any questions regarding tax please send an e-mail to DJ.peterson@vtechio.com

For certain products shipped to end-users in California, a State Environmental Fee will be applied to your invoice.***A 3.5% convenience fee will be charged for credit card purchases*** By signing this quote you acknowledge having read and agree to be bound by such terms.

CERTIFICATE OF FUNDS

In the Matter of: BIWW & WWTP Server & Storage replacement

IT IS HEREBY CERTIFIED that the moneys required to meet the obligations of the City of Sandusky under the foregoing Contract have been lawfully appropriated for such purposes and are in the treasury of the City of Sandusky or are in the process of collection to an appropriate fund, free from any previous encumbrances. This certificate is given compliance with Sections 5705.41 and 5705.44, Ohio Revised Code.

Account #110-7080, 612-5230, 613-5420

By: 

Michelle Reeder

Finance Director

Dated: 12/14/2022

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY MANAGER TO PURCHASE FOUR (4) POWEREDGE SERVERS AND TWO (2) DELL STORAGE ARRAYS FROM COMPUTERS AT WORK, INC. OF NAPLES, FLORIDA D.B.A. VTECHIO, THROUGH THE STATE OF OHIO DEPARTMENT OF ADMINISTRATIVE SERVICES COOPERATIVE PURCHASING PROGRAM FOR THE BIG ISLAND WATER WORKS (BIWW) PLANT AND THE WASTEWATER TREATMENT PLANT (WWTP); AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, in 2017, the City moved its critical infrastructure from a physical environment to a virtual environment which runs all of the City's services on minimal hardware due to the virtualization technology and the flexibility it provides; and

WHEREAS, the virtual environments for the BIWW and WWTP are in need of upgrades and the servers, which are critical to the daily functionality of the plants, need to be replaced with newer hardware; and

WHEREAS, this purchase of this server and storage will provide for a highly available and redundant virtual environment consisting of server hardware and a compatible storage array; and

WHEREAS, the products and services for the virtual environment system from Computers at Work, Inc. of Naples, Florida, d.b.a. vTECHio, are available through the State of Ohio Department of Administrative Services Cooperative Purchasing Program, thereby, allowing local political subdivisions to purchase items that have been competitively bid from the successful state vendor giving the City the benefit of the State's negotiated price and eliminating the necessity of formal bidding; and

WHEREAS, the total cost of the four (4) PowerEdge Servers and two (2) Dell Storage Arrays is \$94,839.00 and will be paid with Water Funds in the amount of \$47,419.50 and Sewer Funds in the amount of \$47,419.50; 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 expedite the order to allow for long lead times on these systems due to electronic shortages; 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 authorized and directed to purchase four (4) PowerEdge Servers and two (2) Dell Storage Arrays from Computers at Work, Inc. of Naples, Florida, d.b.a. vTECHio, through the State of Ohio Department of Administrative Services Cooperative Purchasing Program, Contract #534109-38, for the Big Island Water Works Plant and the Wastwater Treatment Plant at an amount **not to exceed** Ninety-Four Thousand Eight Hundred Thirty-Nine and 00/100 Dollars (\$94,839.00).

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 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 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 upon its passage, and its due authentication by the President, and the Clerk of the City Commission of the City of Sandusky, Ohio.

RICHARD R. BRADY
PRESIDENT OF THE CITY COMMISSION

ATTEST: _____
CATHLEEN A. MYERS
CLERK OF THE CITY COMMISSION

Passed: December 21, 2022



ADMINISTRATIVE SERVICES

240 Columbus Ave.
Sandusky, Ohio 44870

To: John Orzech, Interim City Manager

From: Cody Browning, IT Manager

Date: December 5th, 2022

Subject: **Commission Agenda Item – Dell Backup Server With Storage Array**

ITEM FOR CONSIDERATION: Requesting legislation authorizing the City Manager to purchase product and services from Computers at Work, Inc. d.b.a. vTECHio of Naples, FL, through the State of Ohio, Department of Administrative Services, Cooperative Purchasing Program (contract #534109-38) to supply, install and configure a Dell Linux based backup server with storage array in the amount of \$16,653.78.

BACKGROUND INFORMATION: Our current backup solution, while functional, has gotten to the point where the protection it provides still has some vulnerabilities. Adding an offsite Linux based solution will give us the speed and capability to fully protect the City's data assets as well as add another layer to our disaster recovery program.

BUDGETARY INFORMATION: The total cost of this Dell PowerEdge Linux based backup server with storage array will be \$16,653.78 and will be paid with the funds from the Information Technology's operating budget.

ACTION REQUESTED: It is recommended that the proper legislation be prepared authorizing the City Manager to purchase product and services from Computers at Work, Inc. d.b.a. vTECHio of Naples, FL, through the State of Ohio, Department of Administrative Services, Cooperative Purchasing Program (contract #534109-38) to purchase the necessary equipment, install and configure Dell Linux based backup server with storage array. It is requested that this legislation take effect in full accordance with Section 14 of the City Charter, to place the order as soon as possible as there is a long lead time on this system due to electronic shortages.

I concur with this recommendation:

John Orzech, Interim City Manager

Cody Browning, IT Manager

cc: Cathy Myers, Commission Clerk; M. Reeder, Finance Director; B. Heil, Law Director

Computers At Work!, Inc.

DBA



EIN: 31-1758837

2338 Immokalee Rd. #151

Naples, FL 34110

Phone: (239) 514-2888

Fax: (239) 236-2232

www.vTECHio.com**PROPOSAL
CAWQ24104-01****Quoted:** Dec 1, 2022**Expires:** Dec 31, 2022

Prepared For:	Ship To:	Presented By:
City of Sandusky Cody Browning 240 Columbus Ave. Sandusky, OH 44870 United States Phone (419) 627-5969 Email cbrowning@ci.sandusky.oh.us	City of Sandusky Cody Browning 240 Columbus Ave. Sandusky, OH 44870 United States	Jon Vandertill jon.vandertill@vTECHio.com (440) 715-3591 To accept this proposal, sign here and return: Date: _____ Customer Purchase Order Number: _____

Please review quote for shipping address and accuracy of each item BEFORE placing order.**Terms:** Net 30 Days

Line #	Description	Product #	Unit Price	Qty	Ext. Price
1	PowerEdge R740XD Server	210-AKZR	\$16,617.29	1	\$16,617.29
	PowerEdge R740/R740XD Motherboard	329-BEIK			
	Trusted Platform Module 2.0 V3	461-AAIM			
	Chassis with Up to 12 x 3.5 Hard Drives for 1CPU Configuration	321-BCPT			
	PowerEdge R740XD Shipping	340-BLBE			
	PowerEdge R740 Shipping Material	340-CORZ			
	PowerEdge R740 CE, CCC, BIS Marking	389-DSWP			
	Intel Xeon Silver 4208 2.1G, 8C/16T, 9.6GT/s, 11M Cache, Turbo, HT (85W) DDR4-2400	338-BSWX			
	No Additional Processor	374-BBBX			
	Blank for 1CPU Configuration	370-ADPF			
	Standard 1U Heatsink	412-AAIQ			
	3200MT/s RDIMMs	370-AEVR			
	Performance Optimized	370-AAIP			
	Unconfigured RAID	780-BCDS			
	PERC H740P RAID Controller, 8GB NV Cache, Mini card	405-AANQ			
	BOSS controller card + with 2 M.2 Sticks 240G (RAID 1),FH	403-BCHP			
	Ubuntu Server Non Factory Install, x64,Reqs Subscription Selection	634-BOTO			
	Ubuntu Support by Dell, 3yr Premium Sub, 1 Physical with Unlimited VMs	528-BBUZ			
	No Media Required	421-5736			
	iDRAC9,Enterprise	385-BBKT			
	iDRAC Group Manager, Enabled	379-BCQV			
	iDRAC,Factory Generated Password	379-BCSF			
	Riser Config 1, 4 x8 slots, With Blank	330-BBGZ			
	Broadcom 57416 Dual Port 10GbE Base-T + 5720 Dual Port 1GbE Base-T Adapter, rNDC, V2	540-BDIC			
	6 Performance Fans forR740/740XD	384-BBPZ			
	Dual, Hot-plug, Redundant Power Supply (1+1), 750W	450-AJSC			
	PowerEdge 2U LCD Bezel	325-BCHV			
	PE R740XD Luggage Tag	389-BTTO			

Line #	Description	Product #	Unit Price	Qty	Ext. Price
	Quick Sync 2 (At-the-box mgmt)	350-BBJU			
	Power Saving Dell Active Power Controller	750-AABF			
	UEFI BIOS Boot Mode with GPT Partition	800-BBDM			
	ReadyRails Sliding Rails With Cable Management Arm	770-BBBR			
	No Systems Documentation, No OpenManage DVD Kit	631-AACK			
	Dell Hardware Limited Warranty Plus On-Site Service	813-6068			
	ProSupport: Next Business Day On-Site Service After Problem Diagnosis, 3 Years	813-6075			
	ProSupport: 7x24 HW/SW Technical Support and Assistance, 3 Years	813-6087			
	Thank you choosing Dell ProSupport. For tech support, visit //www.dell.com/support or call 1-800- 945-3355	989-3439			
	Deployment offer selected in new deployment modules 200437 or 200438 using Differential Discounting	853-3079			
	8GB RDIMM, 3200MT/s, Single Rank	370-AEVO		2	
	8TB 7.2K RPM SATA 6Gbps 512e 3.5in Hot-plug Hard Drive	400-ASIF		12	
	Power Cord - C13, 3M, 125V, 15A (North America, Guam, North Marianas, Philippines, Samoa, Vietnam)	450-AALV		2	
2	Professional Services	Professional Services		1	

Computers at Work, Inc. DBA vTech is an authorized Contract Reseller for the Ohio State Term Schedule for Computers, Software, Supplies & Services, Schedule No. 534109, Index No. STS-033, Dealer ID 534109-38
Vendor: Dell Marketing, L.P. The Contract code for Ohio STS transactions is 30AHH

Recurring :		Totals :	
Your investment in addition to the Grand Total:			
\$0.00	Billed Monthly	Subtotal	\$16,617.29
\$0.00	Billed Quarterly	Tax	\$0.00
\$0.00	Billed Annually	Shipping	\$36.49
		Grand Total	\$16,653.78



www.vTECHio.com

Pricing, Taxes, and Additional Information

All product, pricing, and other information is valid for U.S. customers and U.S. addresses only, and is based on the latest information available and may be subject to change. vTechio reserves the right to cancel quotes and orders arising from pricing or other errors. Sales tax on products shipped is based on your "Ship To" address. Please indicate any tax-exempt status on your PO, and email your exemption certificate to DJ.peterson@vtechio.com . Note: All tax quoted above is an estimate; final taxes will be listed on the invoice. If you have any questions regarding tax please send an e-mail to DJ.peterson@vtechio.com

For certain products shipped to end-users in California, a State Environmental Fee will be applied to your invoice.***A 3.5% convenience fee will be charged for credit card purchases*** By signing this quote you acknowledge having read and agree to be bound by such terms.

CERTIFICATE OF FUNDS

In the Matter of: Dell Back-up & Storage

IT IS HEREBY CERTIFIED that the moneys required to meet the obligations of the City of Sandusky under the foregoing Contract have been lawfully appropriated for such purposes and are in the treasury of the City of Sandusky or are in the process of collection to an appropriate fund, free from any previous encumbrances. This certificate is given compliance with Sections 5705.41 and 5705.44, Ohio Revised Code.

Account #110-7080, 612-5900, 613-5900

By: _____

Michelle Reeder

Finance Director

Dated: 12/14/2022

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY MANAGER TO PURCHASE A POWEREDGE SERVER WITH STORAGE ARRAY FROM COMPUTERS AT WORK, INC. OF NAPLES, FLORIDA D.B.A. VTECHIO, THROUGH THE STATE OF OHIO DEPARTMENT OF ADMINISTRATIVE SERVICES COOPERATIVE PURCHASING PROGRAM FOR THE INFORMATION TECHNOLOGY DEPARTMENT; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, the City's current backup solution has reached the point where its protection has some vulnerabilities and adding an offsite based server will provide the speed and capability to fully protect the City's data assets as well as add another layer of protection to our disaster recovery program; and

WHEREAS, the product and services from Computers at Work, Inc. of Naples, Florida, d.b.a. vTECHio, are available through the State of Ohio Department of Administrative Services Cooperative Purchasing Program, thereby, allowing local political subdivisions to purchase items that have been competitively bid from the successful state vendor giving the City the benefit of the State's negotiated price and eliminating the necessity of formal bidding; and

WHEREAS, the total cost of the PowerEdge Server with Storage Array is \$16,653.78 and will be paid with funds from the Information Technology's operating budget; 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 expedite the order to allow for long lead times on this system due to electronic shortages; 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 Information Technology, 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 purchase a PowerEdge Server with Storage Array from Computers at Work, Inc. of Naples, Florida, d.b.a. vTECHio, through the State of Ohio Department of Administrative Services Cooperative Purchasing Program, Contract #534109-38, for the Information Technology Department at an amount **not to exceed** Sixteen Thousand Six Hundred Fifty-Three and 78/100 Dollars (\$16,653.78).

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 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 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 upon its passage, and its due authentication by the President, and the Clerk of the City Commission of the City of Sandusky, Ohio.

RICHARD R. BRADY
PRESIDENT OF THE CITY COMMISSION

ATTEST: _____
CATHLEEN A. MYERS
CLERK OF THE CITY COMMISSION

Passed: December 21, 2022



FINANCE DEPARTMENT

240 Columbus Avenue

Sandusky, Ohio 44870

419.627.5776

www.cityofsandusky.com

TO: John Orzech, Interim City Manager
FROM: Michelle Reeder, Finance Director
DATE: December 9, 2022
RE: Commission Agenda Item

ITEM FOR CONSIDERATION:

Requesting City Commission to approve legislation to authorize a wage increase of three percent (3%) to the City's non-probationary administrative employees. Police, Fire and AFSCME union employees are entitled to wage increases according to their respective collective bargaining contract. This legislation pertains to forty-one administrative employees. The Administrative Benefit Review Committee met on November 28, 2022 and Finance Committee met on December 9, 2022, both committees have recommended a three percent wage increase to Commission for approval.

BUDGETARY INFORMATION:

The amount needed for this salary increase in 2023 is \$91,516. This amount will be paid from the appropriate fund based on the employee's duties.

ACTION REQUESTED:

It is requested that the City Commission approve the legislation in accordance with Section 14 of the City Charter under suspension of the rules. The need for immediate action will allow for the employees to receive this pay increase on the first paycheck in January of 2023.

I concur with this recommendation:

Joh Orzech
Interim City Manager

Michelle Reeder
Finance Director

CC: Brendan Heil Law Director

CERTIFICATE OF FUNDS

In the Matter of: 2023 Administrative Wages- 3% increase

IT IS HEREBY CERTIFIED that the moneys required to meet the obligations of the City of Sandusky under the foregoing Contract have been lawfully appropriated for such purposes and are in the treasury of the City of Sandusky or are in the process of collection to an appropriate fund, free from any previous encumbrances. This certificate is given compliance with Sections 5705.41 and 5705.44, Ohio Revised Code.

Account #110, 612, 613, 431, 240, 216, 218, 241

By: Michelle Reeder

Michelle Reeder

Finance Director

Dated: 12/14/2022

ORDINANCE NO. _____

AN ORDINANCE APPROVING A WAGE INCREASE FOR THE CITY'S NON-PROBATIONARY ADMINISTRATIVE EMPLOYEES; AUTHORIZING THE FINANCE DIRECTOR TO EXPEND THE NECESSARY FUNDS; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, in accordance with Chapter 145 (Employee provisions), Section 145.05 of the City's Codified Ordinance, it is requested to provide a wage increase of three percent (3%) to the City's non-probationary administrative employees for 2023; and

WHEREAS, the Administrative Benefit Review Committee met on November 28, 2022, and the Audit/Finance Committee met on December 9, 2022, with both committees recommending approval of a three percent (3%) wage increase; and

WHEREAS, the total cost of the wage increases for forty-one (41) administrative employees is \$91,516.00 and will be paid with the appropriate funds based on the employee's duties; 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 for increases to be paid on the first paycheck in January of 2023; 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 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. This City Commission hereby approves a wage increase of three percent (3%) for the City's Non-Probationary Administrative Employees to be paid beginning on the first paycheck in January of 2023 and authorizes and directs the City Manager and/or Finance Director to make the adjustments to the City's Non-Probationary Administrative Employees for wage increases in an amount **not to exceed** Ninety-One Thousand Five Hundred Sixteen and 00/100 Dollars (\$91,516.00) for 2023.

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.

RICHARD R. BRADY
PRESIDENT OF THE CITY COMMISSION

ATTEST: _____
CATHLEEN A. MYERS
CLERK OF THE CITY COMMISSION

Passed: December 21, 2022



RECREATION

222 Meigs Street
Sandusky, Ohio 44870
419.627.5886
www.ci.sandusky.oh.us

To: John Orzech, Interim City Manager
From: Jason Werling, Recreation Superintendent
Date: December 14, 2022
Subject: Commission Agenda Item- 2023 Mills Creek Golf Course Fees

ITEM FOR CONSIDERATION: City Commission approval of the proposed new fee schedule for Mills Creek Golf Course beginning on January 1, 2023.

BACKGROUND INFORMATION: The 2023 golf season will run April 1 - November 15th at Mills Creek Golf Course. The fee proposal has been brought to the Recreation Board's attention and approved for the 2023 season at their meeting on December 14th, 2022. After review of the 2022 season the proposed rates are being recommended to be effective January 1, 2023. The increase in fees are in line with the increased cost of operating the course with staffing, supplies and contracted services.

The proposed changes include cart fees to increase by \$1.00, membership fees to increase by \$25.00, 9-hole scramble fees to increase by \$1.00, and 18-hole scramble fees to increase by \$5.00.

BUDGET IMPACT: The proposed fee schedule will not negatively impact the General Fund. It is the desire of these fees to continue to increase the overall usage of the course through memberships, punch cards, and daily paid rounds. As stated above, we will still strive to be the area's lowest priced golf course while still providing a quality experience to our golfers attracting both locals and visitors.

ACTION REQUESTED: It is requested that the City Commission approve the proposed new fee schedule at Mills Creek Golf Course to be effective January 1, 2023. It is further requested that the legislation 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 proposed fee schedule, effective January 1, 2023, and allow for advertising and pre-sale of season passes.

I concur with this recommendation.

Approved

Jason Werling
Recreation Superintendent

John Orzech
Interim City Manager

Mills Creek Golf Course Proposed Changes and Revenue Increase

	current	proposed	2021 numbers	proposed revenue
Cart	\$7.00	\$8.00	7500	\$7,500.00
Membership	varies*	increase \$25	107	\$2,675.00
9 hole scramble	\$15.00	\$16.00	200	\$200.00
18-hole scramble	\$21.00	\$26.00	200	\$1,000.00
				<hr/>
				\$11,375.00

***Season Passes (2022 rates)**

*Includes 4% admission tax

Season Gas Cart Pass - **\$225.00**

Regular - **\$405.00**

Senior/Employee/Spouse/Military - **\$305.00**

Senior Combo Pass (Golf and cart) - **\$505.00**

Junior - **\$180.00**

Family Pass (4 person, max. 2 adults) - **\$665.00**

Additional Youth to Family Pass - **\$100.00**

**Family shall be considered husband and/or wife and children related by blood, adoption, marriage or foster children occupying the same dwelling as the family homestead. Maximum 2 adults (over age 17).*

ORDINANCE NO. _____

AN ORDINANCE APPROVING THE FEE SCHEDULE FOR THE MILLS CREEK GOLF COURSE ESTABLISHED BY THE CITY MANAGER PURSUANT TO SECTION 973.02 OF THE CODIFIED ORDINANCES OF THE CITY OF SANDUSKY; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, pursuant to Section 973.02 of the Codified Ordinances of the City of Sandusky the City Manager has authority to establish fees charged at the Municipal Golf Course which are subject to approval by the City Commission; and

WHEREAS, after review of the 2022 season, the Recreation Superintendent is recommending to the City Manager to increase fees to be in-line with the increased cost of operating the course with staffing, supplies, and contracted services and these proposed changes include cart fees to increase by \$1.00, membership fees to increase by \$25.00, 9-hole scramble fees to increase by \$1.00, and 18-hole scramble fees to increase by \$5.00; and

WHEREAS, the proposed fee schedule will be effective beginning January 1, 2023, and was approved by the Recreation Board at their meeting on December 14, 2022; 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 proposed fee schedule, effective January 1, 2023, and allow for advertising and pre-sale of season passes; 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 Recreation, 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 Section 973.02 of the Codified Ordinances this City Commission approves the proposed fee schedule for the Mills Creek Golf Course as recommended by the City Manager to be effective January 1, 2023, a copy of which is marked Exhibit "A" attached to this Ordinance and is specifically incorporated as if fully rewritten herein, and that these fees shall be published in the Index of Fees maintained by the Division of Recreation.

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.

RICHARD R. BRADY
PRESIDENT OF THE CITY COMMISSION

ATTEST: _____
CATHLEEN A. MYERS
CLERK OF THE CITY COMMISSION

Passed: December 21, 2022

**CITY OF SANDUSKY • MILLS CREEK GOLF COURSE
2021 to 2023 PROPOSED RATE CHANGES**

GREENS FEES

DESCRIPTION	2019 RATE	2020 RATE	2022 RATE	PROPOSED 2023 RATE
9 holes Weekdays Regular	\$11.00	No Change	\$12.00	No Change
9 Holes- Senior/Employee/Military	\$10.00	No Change	\$11.00	No Change
2nd 9 holes weekday	\$6.00	No Change	\$7.00	No Change
Jr. Golf Round (ages 17 and under)	\$8.00	No Change	No Change	No Change
18 Holes Reg.	\$17.00	No Change	REMOVE	No Change
18 Holes Sr/Emp/Mil Reg.	\$16.00	No Change	REMOVE	No Change
9 Holes Regular Sat/Sun/Hol	\$12.00	\$13.00	\$14.00	No Change
9 Holes Sr/Emp/Mil Sat/Sun/Hol	\$11.00	\$12.00	\$13.00	No Change
2nd 9 holes weekend	\$6.50	\$7.00	\$8.00	No Change
18 Holes Sat/Sun/Hol	\$18.50	\$20.00	REMOVE	No Change
18 Holes Sr/Emp/Mil Sat/Sun/Hol	\$17.50	\$19.00	REMOVE	No Change
Lunch Time Special	\$15.00	No Change	\$16.00	No Change
Spectacular 6- change to Twilight Special	\$14.00	No Change	\$16.00	No Change
Family Fun Days	\$30.00	No Change	REMOVE	No Change
Mom/Dad Day Special	\$6.00	No Change	No Change	No Change
Off Season 9H & 1C	\$13.00	No Change	\$16.00	No Change
Off Season 9 Holes	\$9.00	No Change	NO Change	No Change
Off Season 18 Holes	\$14.00	No Change	REMOVE	No Change
				No Change
				No Change
Sr./Mil./Emp. Pass	\$260.00	\$280.00	\$305.00	\$330.00
Regular Pass	\$360.00	\$380.00	\$405.00	\$430.00
Youth Pass	\$160.00	\$180.00	\$205.00	\$230.00
Family Pass	\$620.00	\$640.00	\$665.00	\$690.00
Additional Youth (Family Pass)	\$100.00	No Change		No Change
Regular Combo Pass (New for 2020)	\$680.00	REMOVE		No Change
Senior Combo Pass (New for 2020)	\$480.00	\$505.00		\$530.00
PUNCH CARD - Green Fees - 12 punches	\$120.00	No Change	\$125.00	No Change
Golf Scramble- 9 holes	\$13.00	No Change	\$15.00	\$16.00
Golf Scramble - 18 holes			\$21.00	\$26.00
League Rate - walking			\$10.00	No Change

RENTALS/TRAIL FEES

Description	Rate			
Pass Gas Cart	\$425.00	No Change	\$225.00	No Change
Gas Cart- 9 holes 1 rider (Single 9)	\$7.00	No Change	NO Change	No Change
Gas Cart- 9 holes 2 riders	\$14.00	No Change	Remove	No Change
Gas Cart 1 Rider 2nd Round	\$7.00	No Change	NO Change	\$8.00
Gas Cart 18 Holes 1 Rider	\$14.00	No Change	Remove	No Change
Gas Cart 18 Holes 2 Riders	\$28.00	No Change	Remove	No Change
PUNCH CARD 24 Cart Single Rider	\$125.00	No Change	\$135.00	No Change
Pull Cart	\$3.00	No Change	\$5.00	No Change
Club Rental	\$5.00	No Change	\$5.00	No Change
Big Locker Rental	\$25.00	No Change	\$25.00	No Change
Small Locker Rental	\$15.00	No Change	Remove	No Change
Spectator Cart			\$15.00	No Change
Ride Along			\$5.00	No Change

Seasonal Cart Trail Fee	\$100.00	No Change		No Change
Personal Cart Storage wo/electric	\$250.00	No Change	No Change	No Change
Personal Cart Storage w/electric	\$300.00	No Change	No Change	No Change
9 Hole Cart Trail Fee- Change to Trail Fee	\$3.00	No Change	\$5.00	No Change
18 Holes Cart Trail Fee	\$6.00	No Change	REMOVE	No Change