

The President called the meeting to order at 5:00 p.m. after the Invocation, given by Dick Brady, and the Pledge of Allegiance.

The Clerk, McKenzie Spriggs, called the roll and the following Commissioners responded: Wes Poole, Blake Harris, Dennis Murray, Dick Brady, Naomi Twine, and Dave Waddington. Commissioners Blake Harris, Dennis Murray, Dick Brady, Naomi Twine and Mike Meinzer were in attendance via teleconference due to the COVID-19 pandemic. Mike Meinzer was excused with a motion of Dave Waddington and a second of Wes Poole

City staff present: Stuart Hamilton – IT Manager

City staff via teleconference: Eric Wobser – City Manager, Brendan Heil – Law Director, Michelle Reeder – Finance Director, Aaron Klein – Director of Public Works, John Orzech – Assistant City Manager, Jim Green – Acting Fire Chief, Jared Oliver – Police Chief, McKenzie Spriggs – Commission Clerk.

Upon motion of Dave Waddington and second of Naomi Twine, the commission voted to approve the Minutes of the November 9, 2020 meeting and suspend the formal reading. The President declared the motion passed.

AUDIENCE PARTICIPATION

Sharon Johnson, 1139 Fifth Street, Sandusky

I would like an explanation and break down of the following appropriations as to why the appropriations are being made. Are the appropriations going towards bond payments, vendor payments, Issue 8 categories, etc.?

Income tax refunds	115,000- Why is there that much refund?
Community Development	500,000- Is this money being allocated to Issue 8?
Healthy Hayes	276,150- What is this project-what way is the money being spent?
Landing Project	1,850,000- Is this a bond payment?
City Hall Relocation	414,285- Break down of the money. Is this rent?
Bayfront Revitalization	1,029,045- Break down of the money
EMS	179,000- What is this for?

CURRENT BUSINESS

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

CONSENT AGENDA

The President asked if the commissioners wished to remove any of the items on the Consent Agenda. The Commissioners wished to leave as is.

ITEM A – Submitted by Stuart Hamilton, IT Manager

DISPOSAL OF IT EQUIPMENT (SECOND READING)

Budgetary Information: There is no budgetary impact. These items will be donated to the Goodwill Industries of Erie, Huron, Ottawa and Sandusky Counties, Inc. at no cost to the City.

[RESOLUTION NO. 045-20R](#): It is requested a resolution be passed authorizing the disposal of used computers, laptops, and related equipment as being unnecessary and unfit for city use pursuant to Section 25 of the City Charter; and approving their donation to the Goodwill Industries of Erie, Huron, Ottawa and Sandusky Counties, Inc.

ITEM B – Submitted by Aaron Klein, Director of Public Works

2021 CHEMICAL CONTRACTS FOR BIG ISLAND WATER WORKS AND THE WASTEWATER TREATMENT PLANT

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

- (1) [ORDINANCE NO. 20-163](#): It is requested an ordinance be passed authorizing and directing the City Manager to purchase 12,000 gallons, more or less, of liquid sodium permanganate from Thatcher Company of New York Inc., of Buford, Georgia, for use at the Big Island Water Works Plant during the calendar year 2021; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.
- (2) [ORDINANCE NO. 20-164](#): It is requested an ordinance be passed authorizing and directing the City Manager to purchase 17,000 gallons, more or less, of hydrofluosilicic acid from PVS Nolwood Chemicals, Inc., of Detroit, Michigan, for use at the Big Island Water Works Plant during the calendar year 2021; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.
- (3) [ORDINANCE NO. 20-165](#): It is requested an ordinance be passed authorizing and directing the City Manager to purchase 50,000 gallons, more or less, of sodium hydroxide liquid from Univar USA Inc., of Cincinnati, Ohio, for use at the Big Island Water Works Plant during the calendar year 2021; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.
- (4) [ORDINANCE NO. 20-166](#): It is requested an ordinance be passed authorizing and directing the City Manager to purchase 90,000 gallons, more or less, of sodium hypochlorite from Bonded Chemicals, Inc., of Columbus, Ohio, for use at the Big Island Water Works Plant during the calendar year 2021; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.
- (5) [ORDINANCE NO. 20-167](#): It is requested an ordinance be passed authorizing and directing the City Manager to purchase 550 wet tons, more or less, of aluminum sulfate polymer blend liquid from Applied Specialties, Inc., of Avon Lake, Ohio, for use at the Big Island Water Works Plant during the calendar year 2021; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.
- (6) [ORDINANCE NO. 20-168](#): It is requested an ordinance be passed authorizing and directing the City Manager to purchase 123,000 pounds, more or less, of powder activated carbon from Bonded Chemicals, Inc., of Columbus, Ohio, for use at the Big Island Water Works Plant during the calendar year 2021; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.
- (7) [ORDINANCE NO. 20-169](#): It is requested an ordinance be passed authorizing and directing the City Manager to purchase 350,000 pounds, more or less, of ferrous chloride solution from Kemira Water Solutions, Inc., of Lawrence, Kansas, for use at the Wastewater Treatment Plant during the calendar year 2021; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.
- (8) [ORDINANCE NO. 20-170](#): It is requested an ordinance be passed authorizing and directing the City Manager to purchase 60,000 pounds, more or less, of polymer liquid from SNF Polydyne Inc., of Riceboro, Georgia, for use at the Wastewater Treatment Plant during the calendar year 2021; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

ITEM C – Submitted by Scott Thom, Chief Building Official**CONTRACT WITH ROBERT G. STADLER FOR CONSULTING CONTRACT FOR CY 2021**

Budgetary Information: Mr. Stadler will be paid at the rate of \$55.00 per hour for work performed up to a maximum of \$7,500.00. The cost of this contract will be paid with the Building Division operating budget. The plan review expense will be paid by the collection of plan review fees by the Building Division. This contract can be terminated at any time, by either party, with thirty (30) day-notice to the other party.

[ORDINANCE NO. 20-171](#): It is requested an ordinance be passed authorizing and directing the City Manager to enter into a contract with Robert G. Stadler for CY 2021; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

ITEM D – Submitted by Scott Thom, Chief Building Official**CONTRACT WITH GEORGE J. POLOS FOR CONSULTING CONTRACT FOR CY 2021**

Budgetary Information: Mr. Poulos will be paid at the rate of \$2,000.00 per month for work performed for a total of \$24,000.00. The cost of this contract will be paid with the Building

Division operating budget. The plan review expense will be paid by the collection of plan review fees by the Building Division. This contract can be terminated at any time, by either party, with thirty (30) day-notice to the other party.

ORDINANCE NO. 20-172: It is requested an ordinance be passed authorizing and directing the City Manager to enter into a contract with George J. Poulos for CY 2021; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

ITEM E – Submitted by Tom Horsman, Assistant Planner

EXPENDITURE FOR DISPATCH SOFTWARE MAINTENANCE FEES FOR SANDUSKY TRANSIT SYSTEM

Budgetary Information: The total cost for two (2) years of software maintenance and support for the TripMaster Software is \$49,440.00. It will initially be paid with Transit Funds of which 100% will be reimbursed by ODOT with funding from the TIGER Grant.

ORDINANCE NO. 20-173: It is requested an ordinance be passed authorizing and directing payment to Foxster OPCO, LLC D.B.A. CTS Software of Swansboro, North Carolina, for the Tripmaster dispatching software maintenance & support fees for the Sandusky Transit System for the period of November 1, 2021 through October 31, 2023; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

ITEM F – Submitted by Michelle Reeder, Finance Director

BUDGET AMENDMENT #3

Budgetary Information: Appropriation amendments are required to update the 2020 budget. Examples include, but are not limited to:

- General Fund
- Corona Virus Relief funds
- Federal Grants
- Capital Project funds
- Water funds
- Sewer funds

ORDINANCE NO. 20-174: It is requested an ordinance be passed adopting Amendment No. 3 to ordinance No. 20-58 passed by the city commission on March 23, 2020, making general appropriations for the fiscal year 202; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

Discussion: Michelle Reeder answered the public question. She said the income tax refund supplemental is needed because this year we have seen an increase in the income tax refund for businesses and individuals. A lot of that is due to business refunds likely from Covid-19 and a loss of revenue. Community development-- there is a \$500,000 grant payment that will be made, that is the reason for that supplemental. Healthy Hayes—Ordinance 20-078 as it was passed, says this will include full traffic signal reconstruction at the Pierce Street and Columbus Avenue intersection, signal upgrades at Osborne and Tyler Street, high visibility crosswalk markings at all crosswalks, school zone flashers on Hayes Avenue, rectangular rapid flash beacons at Johnson Street and Firelands South Campus, and pavement marking upgrades from Pierce Street to Osborne Street. The rest of these supplements are due to the various purpose notes.

Upon motion of Naomi Twine and second of Dave Waddington, the Commission voted to accept the Consent Agenda and declare all ordinances and resolutions as drafted and presented to the City Commission under the Consent Agenda, and shall take effect in full accordance with the Section reflected in the ordinances or resolutions whether they be in accordance with Section 13 or Section 14 of the City Charter.

Roll call on the motion: Dennis Murray, Dick Brady, Naomi Twine, Dave Waddington, Wes Poole, Blake Harris, 6. Roll call on the ordinances and resolutions: Dennis Murray, Dick Brady, Naomi Twine, Dave Waddington, Wes Poole, Blake Harris, 6. The President declared the ordinances and resolutions contained in the Consent Agenda passed in full accordance with the City Charter.

REGULAR AGENDA**ITEM #1 – Submitted by Debi Eversole, Community Development Programs Administrator
SALE OF PROPERTY OF LOT SPLIT “C” ON MARKET STREET**

Budgetary Information: The sales price per the Agreement is \$39,400.00. All sales proceeds will be deposited into the Real Estate Development Fund.

ORDINANCE NO. 20-175: It is requested an ordinance be passed declaring that certain real property owned by the city located at 430 East Market Street, Sandusky, and identified as parcel No. 56-00985.002, is no longer needed for any municipal purpose and authorizing and directing the City Manager to enter into an agreement to sell the designated real property to Ronald and Warrenette Parthemore; and declaring that this ordinance shall take immediate effect in accordance with section 14 of the City Charter.

Upon motion of Blake Harris and second of Naomi Twine, the Commission voted to approve this ordinance under suspension of the rules and in full accordance with Section 14 of the City Charter.

Discussion: Dick Brady said he believes it is the first property of this collection to come before the commission.

Eric Wobser said the Bicentennial Vision Plan talks about getting back into new single family construction or infill, as Sandusky has an older housing stock. There are a number of individuals in the market research that we have done, as demonstrated, that there is a real demand for people who would like to live in town, particularly those that would like to be close to the waterfront or downtown. They are typically looking for new construction housing. Consistently it has been part of our planning to identify site that we could do infill new housing construction. In the beginning of 2019, we were approached by Ron Parthemore about his interest in moving back into the city from the township. He had raised his children, both of whom have since purchased historic homes in the vicinity of downtown, and they had invested in property at the Chesapeake Lofts. He wanted to follow his grandchildren into the city, the trailing grandparent, as it has become known in planning circles. Ron Parthemore began to look at several sites with Matt Lasko. The site on the agenda tonight is one of the sites they had identified. Because of complications with our ownership, adjacent site ownership, etc. it took a while to come together. Our desire to maintain an urban form, instead of allowing a curb cut off Market Street, as the commission remembers, we worked to create a private alley that will run behind the property. This is one of several developable sites for single family housing on this block that we now control at the city. There are other buildable lots that we hope to bring to market as well. We know when we first brought Ron’s legislation to the commission as it related to the private alley that was mentioned by Wes Poole, to ensure that future sites are listed. We intend to list those on our website as soon as we are ready. Then we will have standards for how we will move forward on future lots there. We are very excited and there is a lot of desire for new construction housing in the city and this is an example for others who wish to do similar projects moving forward. He thanked Debi Eversole and the law department for their work on this, to get this across the finish line, with the departure of Matt Lasko to the city of Huron. They got it done during that transition.

Dick Brady said one down and six to go. The commission thanks Ron Parthemore for having the courage to believe in Sandusky and build in Sandusky. We do not see a lot of new homes built within the city limits. Perhaps this can be the catalyst to turn that around in downtown.

Roll call on the motion: Dennis Murray, Dick Brady, Naomi Twine, Dave Waddington, Wes Poole, Blake Harris, 6. Roll call on the ordinance: Dennis Murray, Dick Brady, Naomi Twine, Dave Waddington, Wes Poole, Blake Harris, 6. The President declared the ordinance passed under suspension of the rules and in accordance with Section 14 of the City Charter.

**ITEM #2 – Submitted by Aaron Klein, Director of Public Works
CONTRACT WITH GARNER SANITATION FOR PORTABLE RESTROOM RENTAL**

Budgetary Information: The total cost of this contract for years 2021-2023 is \$50,976.75. The cost of the rental and service of the portable restrooms will be paid with General Funds and Recreation Funds based on the usage (number of service times and the restroom size) and location. All costs have been included in Contractual Services portions of the Operations and Maintenance budgets for the respective departments. This agreement may be amended if additional units are needed in the future.

ORDINANCE NO. 20-176: It is requested an ordinance be passed authorizing and directing the City Manager to enter into a three (3) year agreement with Garner Sanitation Service Inc. of Sandusky, Ohio, for the rental and service of portable restrooms in city parks; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

Upon motion of Naomi Twine and second of Blake Harris, the Commission voted to approve this ordinance under suspension of the rules and in full accordance with Section 14 of the City Charter.

Discussion: Dick Brady said this deals with our portable restrooms across the city and he knows Aaron Klein well enough to know he has a schedule and mapping laid out, as to where these belong. He asked Aaron Klein how we will adjust that map to meet a busy upcoming tourist season.

Aaron Klein said he enjoys when we have a collaborative process. Getting with Jason Werling, to accommodate programs the Rec department has been offering, and talking with the field crews to see where people, the schedule looks different this year than it has in years past. We looked at where we need the restrooms, how we can accommodate services and programs, and we have the option for a per day price. We can do change orders in the future if we need to add or remove facilities. There is a lot of flexibility within this contract, as it is written. It should get us into 2021 with the safety measures as well. We have an option for handwashing stations as well. The timelines are included for when restrooms will be out there for the community to use.

Roll call on the motion: Dennis Murray, Dick Brady, Naomi Twine, Dave Waddington, Wes Poole, Blake Harris, 6. Roll call on the ordinance: Dennis Murray, Dick Brady, Naomi Twine, Dave Waddington, Wes Poole, Blake Harris, 6. The President declared the ordinance passed under suspension of the rules and in accordance with Section 14 of the City Charter.

ITEM #3 – Submitted by Joshua Snyder, Assistant City Engineer

CONTRACT WITH BURCH HYDRO INC. FOR WATERWATER TREATMENT PLANT DIGESTER CLEANOUT PROJECT

Budgetary Information: The total cost for this cleanout work is \$69,991.00, which includes material transport, equipment, labor and contingencies, and will be paid from the Sewer Fund. The funds for this work has been included in the recent rate increase.

ORDINANCE NO. 20-177: It is requested an ordinance be passed authorizing and directing the City Manager to enter into a contract with Burch Hydro Inc. of Fredericktown, Ohio, for the Wastewater Treatment Plant (WWTP) Digester Cleanout Project; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

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

Discussion: Aaron Klein said the digester at the plant handles the sludge and processes it. Inside that digester is a mixer. The mixer stopped working. The mixer is intended to keep the sludge liquefied so it does not harden, making it easier to pump it out and dispose of it. When the mixer stopped working, we could no longer pump, and the material hardened, so we cannot remove it. The first step is the contract in front of commission tonight. It will clean the digester. The second step will possibly be coming back in front of the commission, is to get inside and do an investigation and do necessary repairs. At this time, we do not know those repairs because we

cannot get inside the tank. Likely we will come back with a second contract. We would like to proceed so we can get this back up and running.

Roll call on the motion: Dennis Murray, Dick Brady, Naomi Twine, Dave Waddington, Wes Poole, Blake Harris, 6. Roll call on the ordinance: Dennis Murray, Dick Brady, Naomi Twine, Dave Waddington, Wes Poole, Blake Harris, 6. The President declared the ordinance passed under suspension of the rules and in accordance with Section 14 of the City Charter.

**ITEM #4 – Submitted by Jane Cullen, Project Engineer
SAFE ROUTES TO SCHOOLS PROJECT CHANGE ORDER #1**

Budgetary Information: The original contract with D.L. Smith is for \$177,770.50. Change Order No. 1, an addition of \$3,870.43 will revise the final contract amount to \$181,640.93. This Local Public Authority (LPA) project is 100% funded with Federal Highway Administration (FHWA) funds through the Ohio Department of Transportation (ODOT) and the Erie County Metropolitan Planning organization (MPO) The cost of Change Order No. 1 will be funded 100% with Federal Highway Administration (FHWA) funds through the Ohio Department of Transportation (ODOT).

ORDINANCE NO. 20-178: It is requested an ordinance be passed authorizing and directing the City Manager to approve the first change order for work performed by D.L. Smith Concrete, LLC, of Norwalk, Ohio, for the Safe Routes to School (SRTS) Sandusky Middle School Project, PID 103737, in the amount of \$3,870.43; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

Upon motion of Blake Harris and second of Naomi Twine, the Commission voted to approve this ordinance under suspension of the rules and in full accordance with Section 14 of the City Charter.

Discussion: Dick Brady said the best news about this legislation is that we will be repaid by ODOT, 100%. That is great news for our city.

Roll call on the motion: Dennis Murray, Dick Brady, Naomi Twine, Dave Waddington, Wes Poole, Blake Harris, 6. Roll call on the ordinance: Dennis Murray, Dick Brady, Naomi Twine, Dave Waddington, Wes Poole, Blake Harris, 6. The President declared the ordinance passed under suspension of the rules and in accordance with Section 14 of the City Charter.

**ITEM #5 – Submitted by Aaron Klein, Director of Public Works
APPROVAL FOR THREE EASEMENTS ON WATER STREET**

Budgetary Information: The City will receive \$1.00 for each easement and license agreement, totaling \$3.00, which will be placed in the City's General Fund. The property owner will be responsible for the recording fees of each agreement at the Erie County Recorder's Office.

(A) ORDINANCE NO. 20-179: It is requested an ordinance be passed authorizing and directing the City Manager to grant two easements to Huntley Building, LLC, on city property currently utilized as public parking off East Water Street, Sandusky, for dumpster enclosures, and a stair, walkway, and entrance; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

Upon motion of Naomi Twine and second of Wes Poole, the Commission voted to approve this ordinance under suspension of the rules and in full accordance with Section 14 of the City Charter.

Discussion: Dennis Murray said he would like to advise his colleagues and the public that he had a detailed discussion this afternoon with the planning and law departments, and Aaron Klein to make sure these were appropriate, because this is important property for the city in the future and we want to make sure we have maximum flexibility while addressing the needs of the property owners, who are the city's neighbors. It is an old piece of property, with a lot of history. He is confident the staff did the best job possible under the circumstances, balancing competing interests. He will be supportive of both pieces of legislation.

Wes Poole asked in regard to what Dennis Murray said, did we discuss with the other folks who use that parking lot, prior to doing this? Meaning, the surrounding businesses who use that lot.

Eric Wobser said we have had various conversations over the years with various owners, particularly those who front Columbus Avenue, facing west. They do not currently have great access from the rear of their buildings. This is attempting to help clean that up. These conversations have been going on over two years, as it relates to these easements. Most of them were supposed to be resolved as part of the Marketplace development. He is unsure how recent conversations have been, but they have taken place as the process unfolded over the course of the past two years.

Wes Poole said over the last five months, where have these dumpsters been? We are giving a license to something that does not start tomorrow, does it?

Dick Brady asked Aaron Klein to elaborate and said the dumpsters have been in place for several years, is that correct?

Aaron Klein said that is correct, the dumpsters have been in place for several years. If you go out, they are there currently. One of the stipulations within the dumpster enclosure easement was to make sure they did not have exclusive rights to the put their dumpsters there. In those conversations with adjacent property owners, we wanted to make sure they also had rights to use that space. That language was important to the city.

Roll call on the motion: Dennis Murray, Dick Brady, Naomi Twine, Dave Waddington, Wes Poole, Blake Harris, 6. Roll call on the ordinance: Dennis Murray, Dick Brady, Naomi Twine, Dave Waddington, Wes Poole, Blake Harris, 6. The President declared the ordinance passed under suspension of the rules and in accordance with Section 14 of the City Charter.

(B) [ORDINANCE NO. 20-180](#): It is requested an ordinance be passed authorizing and directing the City Manager to grant an easement to Huntley Building, LLC, and Cooke Building, LLC on city property currently utilized as public parking off East Water Street, Sandusky, for a sewer line; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

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

Roll call on the motion: Dennis Murray, Dick Brady, Naomi Twine, Dave Waddington, Wes Poole, Blake Harris, 6. Roll call on the ordinance: Dennis Murray, Dick Brady, Naomi Twine, Dave Waddington, Wes Poole, Blake Harris, 6. The President declared the ordinance passed under suspension of the rules and in accordance with Section 14 of the City Charter.

CITY MANAGER'S REPORT

- We are in need of volunteers to serve on the city's boards and commissions. We are looking for people from all types of backgrounds, from those willing to serve on the Finance Committee to the city's Public Arts & Culture Commission. Please submit your application by Friday, December 4 to McKenzie Spriggs. Applications can be found on the city's website, social media, and at the front desk of City Hall. Questions? Please call 419.627.5850.
- **Chief John Orzech retired from the Department on November 6th, 2020. Sergeant Tracey Susana retired from the Department on November 11th, 2020. Officer Bronson Lillo was promoted to the rank of Sergeant on November 12th, 2020 – replacing Sergeant (Ret.) Susana.**

Thank you to Chief Orzech and Sergeant Susana for their many years of outstanding service to our community. We wish them well in their future endeavors and they will be missed around the Department.

Congratulations to Sergeant Lillo. We look forward to watching him grow in his new supervisory role.

- **Jared Oliver, the new Chief of Police, was sworn in on November 9th at 4:00 pm** at the Gazebo on E. Washington St. The venue allowed for appropriate social distancing.
- **Lieutenant Richard Braun announced his retirement** in writing late last week. **His retirement date is effective December 23, 2020.** Thank you Lieutenant Braun for your many years of dedicated service to the community.
- **The Bureau of Worker’s Compensation Board previously announced approval of a \$5 Billion Dollar Back program. The City expects to receive \$1,499,700 in December due to this refund payment. Per a bulletin recently released from the State Auditor, these funds can be receipted entirely to the general fund.**
- **We are seeking a motion to approve the submittal of a request for reimbursement to the Erie County Solid Waste District Community Grant program to cover a portion of funds spent on the city-wide Clean-Up Day and Yard Waste Drop-Off Day in October.** Because the events occurred later than usual, all invoices were just paid and the deadline for submitting a request for reimbursement to Community Grant is December 1st. **We will be requesting reimbursement of \$2,500** which is the maximum allowed for qualifying recycling events.
Upon a motion from Wes Poole and a second of Naomi Twine, the commission voted to approve the funding request for reimbursement. The President declared the motion passed.
- **An RFQ will be advertised over the next few weeks to accept qualification packages for the Cleveland Road Safety Improvements project, funding mostly through ODOT.** Staff will bring back legislation next year once a consultant is selected and a contract is finalized for this design, which is scheduled for completion in 2022.
- Construction on the Sandusky State Theater was slowed one day due to the high winds, but Water Street was opened last week to two-way traffic and on-street parking. Staff has worked with the contractor to get the Jackson Street Parking Lot open before Thanksgiving in anticipation of more downtown visitors for the holiday season.
- **The Christmas tree and other decorations were damaged during the high winds on November 15 and 16,** including the steel frame that held the tree in place. Crews have worked to reduce the height of the same tree and put it back into place with a different tie down system. Their work will allow for the seasonal celebrations to go on as planned. Thanks to all involved.
- We would like to thank JT Gillespie for providing a helping hand when he stopped his vehicle to assist an employee at Oakland Cemetery in putting out a lawn mower fire.
- **The Downtown Sandusky/Opportunity Zone Master Plan entered into the third phase and final concepts and ideas will soon presented to the steering committee and ultimately the Planning Commission, Bayfront Corridor Committee, General Public, and City Commission.** These ideas and concepts were directly tied to feedback heard during the first two phases of stakeholder meetings, steering committee meetings and the online survey.

- **The City has given a notice to commence on FY20 Round #1 Demolitions which will involve demolishing 8 dilapidated structures.**
- The regular **Arts and Culture Commission** meeting is scheduled for Tuesday, December 15 has been scheduled for 5:15 PM.
- The regular **Landmark Commission** meeting is scheduled for Wednesday, December 16 at 4:30 PM.
- The regular **Board of Zoning Appeals** meeting is scheduled for Thursday, December 17 at 4:30 PM.
- The regular **Planning Commission** meeting is scheduled for Monday, December 21 at 4:30 PM.
- **All meetings will be held virtually and can be viewed on the city's YouTube page.**

OLD BUSINESS

Dave Waddington said folks are still allowed to come downtown for the holiday and tree lighting if they would like to walk or drive around. We just ask people to be safe with social distancing and wearing a mask.

Eric Wobser said we are cautioning people to make the best decisions for themselves and their family, but we will certainly not cast anyone away. He added that the lighting ceremony will be shown virtually via the city's Facebook page.

Dennis Murray wanted to amplify the importance of Eric Wobser's plea to get more people to apply to the city's boards and commissions. We have many people who have put in decades of service who would be delighted to step aside if someone were willing to step forward and take their place. We have a city commission that is much more representative of the community, than is shown on our city's boards and commissions. Sandusky is 30% minority, and yet our boards and commissions look too much like him, and that is not okay. The median age is under 30 in Sandusky, we would be delighted to have anyone on a board or commission under the age of 50, the majority of the time. In this era, we are talking about making sure all voices in our community are heard and have a seat at the table. The table is open, the seats are open, we need people to come forward. Anything we and the audience can do to encourage more people, a new group of people to step forward and man and woman those boards and commissions, is encouraged and appreciated. Having diversity in opinion and thought needs to be present. Many decisions are made by the city commission, but there are many boards and commissions that affect city life. Diverse voices are needed if we are going to move Sandusky into the 21st century.

Dick Brady agreed that we need not only age diversity, but race diversity. He said his wife reminds him regularly that women have a different touch than a man does. We encourage female applicants, as we do not have enough females serving on these committees either. That encouragement stretches from young to old, black to white, to Hispanic, men to women, etc. We want to encourage everyone to participate if they possibly can.

NEW BUSINESS

Upon a motion from Dave Waddington and second of Wes Poole, the commission voted to set a public hearing for an application to amend the zoning map for 2101 Perkins Avenue for December 28. The President declared the public hearing set for December 28.

AUDIENCE PARTICIPATION

Ashli DeMore & Ezekiel Ford, 504 Mason Rd E, Milan

I asked a question concerning an EDIC grant for SanBrew Tours. The meeting adjourned after Commissioner Poole asked for the questions to be investigated further. When I expect a response to that?

During the same meeting, City Manager, Eric Wobser, stated that the EDIC Application process had been amended and tightened up. What were those changes and what issues arose to cause them? How will those changes prevent issues in the future? What is the future of this grant program?

Tim Schwanger, 362 Sheffield Way, Sandusky

The City of Sandusky will be receiving \$1.5 million in December from the Bureau of Workers Compensation. Based on the City Manager's Report, \$1 million will be placed in the General Fund with the remaining dollars going to various departments except Police and Fire.

Two additional police officers have announced retirements in the past week. With the police and fire departments down at least 4 employees each over the last 8 months, please explain why the Bureau of Workers Compensation refund is not being combined with other funding sources to bring fire and police employee numbers back to safe levels.

Dick Brady asked that Eric Wobser and the City Manager's office respond to these public questions. He noted that Eric Wobser and John Orzech are prepared to respond to the question regarding the Bureau of Workers Compensation at this meeting.

Eric Wobser said he can actually answer both questions tonight and John Orzech is welcome to add. For the sake of time, those are relatively easy to answer questions. As it relates to the EDIC grants, relatively modest changes were made to the application for circumstances and events; for example, if a business left the city after receiving a grant. Regarding our future intentions for those grants which were created by the passage of Issue 8 and are utilizing admissions tax dollars, our goal is continue that program. It has been tremendously successful; it has helped to support the creation of nearly 50 businesses throughout the city in its five plus years of existence, saved some historic buildings, and attracted millions of dollars of investments both in building stock and to small businesses looking to expand and entrepreneurs hoping to open businesses in Sandusky. We are very proud of the results of the EDIC program and look forward to its continued success. As with anything else, we will continue to refine that program with the support and leadership of the city commission, as needs change. We moved very quickly this year to modify that program when COVID-19 hit and put \$165,000 into small business grants that we got out on the street very quickly. We have put more into small business with local dollar than the county or anyone else has actually put in with combined federal stimulus dollars. We will have another round of federal stimulus dollars that will be coming out later. We were able to do this program because Issue 8 allowed us to create these programs to support economic development and because small business are critically important to Sandusky. We hope to continue to have that level of nimbleness to support the businesses that support our tax base, our community, and employee thousands of residents.

Eric Wobser moved to the question regarding the Bureau of Workers Compensation. We were very fortunate, that \$1.5M was able to be put in the general fund. That knowledge led immediately to detailed conversations between Eric Wobser, Michelle Reeder, and John Orzech and we are going to be able to hire police and fire fighters. In fact that process has already begun, to fill vacancies immediately. There is a process by which we have to go through, which John Orzech will speak to with more detail. The commission and community will see those positions to get back filled. We are very fortunate to be able to do that. BWC funding came very quickly and went quickly from being not anticipated to anticipating \$1M for the general fund and quickly from there to \$1.5M, so we have worked to respond quickly. It is very likely, if we had not received the BWC funding that we could be in a position where we were actually cutting positions throughout the city, in various departments. It was a wonderful turn of events and we are very grateful for that.

John Orzech said the fire department had some interviews last week and made a conditional offer already to a new fire fighter candidate. He should be on board by the end of the year. We are also in the process of scheduling interviews for other fire fighter candidates. As far as the police department is concerned, we were waiting on Chief Jared Oliver to arrive, because the process is very in depth.

Through our civil service, we have to interview 10 candidates and do backgrounds so Jared Oliver in one of his first tasks, got interviews scheduled for police. Those are scheduled for December 1 and 2, and if we have good candidates, which we should, we plan to have two police officers receiving conditional offers by the end of the year. That process is moving, but the civil service process does take time. As soon as we got the news, we moved quickly to schedule interviews and start the hiring process, in order to help those departments get back to staffing that is necessary.

Dick Brady said what a blessing of \$1.5M from the Bureau of Workers Compensation. It could not have come at a more appropriate time for us. Paraphrasing Dennis Murray, we are not out of the woods yet. We are certainly clawing our way back, one strategy at a time. Being proactive early on during this pandemic has served us well and hopefully will continue to benefit us. This has been a challenging nine months but the horizon is out there somewhere, and he is hopeful we are going to find it very soon. \$1.5M helps us look to that horizon.

Wes Poole said it is certainly good to hear that we found some money to make sure we have adequate police and fire. With regard to the question asked by Ashli DeMore, she identified what she thought were some short comings in the program. It is good that we made changes in general. The history of how well we have done was nice to hear, but we are all familiar with that. It sounds like the specifics of what Ashli DeMore asked were not answered. He asked if the city manager, between now and the next meeting, would identify what the problems were and what changes were made. He believes she is asking what exactly we did do?

Dick Brady said Eric Wobser indicated that we would provide that answer.

ADJOURNMENT

Upon motion of Dave Waddington and second of Wes Poole, the commission voted to adjourn at 5:49 p.m. The President declared the motion passed.



McKenzie Spriggs
Commission Clerk



Richard R. Brady
President of the City Commission