

The President called the meeting to order at 5:00 p.m. after the Invocation, given by Dennis Murray, 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, Mike Meinzer and Dave Waddington. Commissioners Blake Harris, Dennis Murray, Dick Brady, and Mike Meinzer were in attendance via teleconference due to the COVID-19 pandemic.

City staff present: Stuart Hamilton – IT Manager

City staff via teleconference: Eric Wobser – City Manager, John Orzech – Assistant City Manager, Brendan Heil – Law Director, Michelle Reeder – Finance Director, Aaron Klein – Director of Public Works, Development Director – Jonathan Holody, 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 February 22, 2021 meeting and suspend the formal reading. The President declared the motion passed.

AUDIENCE PARTICIPATION

Sharon Johnson, 1139 Fifth Street, Sandusky

Item #2: Just a comment on the CDBG Committee hearings. I have noticed that the city changes nothing after hearing from the people in the public hearings. Why have hearings when nothing changes from the city's original plan?

Going into the new CDBG budget, the carryover is \$540,000 with four months to go in the CDBG year. CDBG is not spending the money down fast enough when a tremendous amount of money is unspent going into the new budget year. The accumulation of money seems to go for large development projects instead of for low to medium income residents.

The salary allowance for administrating the CDBG program is too much, especially, this year when \$235,000 was allocated because of COVID, none of this salary has been adjusted so far.

Downtown is developing rapidly and soon could be taken out of CDBG low and medium income program due to property value and high rent district.

Item #4: I am in favor of fixing up Fire station #7 to preserve the much needed station on the west side. I am not in favor of spending CDBG money to fix the station's HVAC replacement system when EMS funding is available. Taking \$47,000 for HVAC replacement should not be a CDBG qualification.

Maybe, the city would have money in the EMS fund had the city not decided a while ago to cap off the EMS funding to \$400,000 and transferring anything over that amount to the general fund. Station 7 needs a lot of work and the EMS fund cap should be adjusted to allow those repairs.

Tim Schwanger, 362 Sheffield Way, Sandusky

Item #2: Substantial Amendment to 2020 CDBG Program. My concern is there are zero amendment funds going toward rent and utility payments to low and moderate income residents still struggling from the impact of Covid-19 while significant increases in CDBG funding is being discussed for approval in the areas of Administration Fees, Public Facility Upgrades and property acquisition.

Item #5: Shoreline Park and Paper District Marina Change Order. Please provide an explanation of the \$3,453.84 Change order increase for the project.

Thomas LaMarca, 206 48th Street, Sandusky

Item #3: Thank you for looking for funding for the Fire Department additional personnel. I applaud you.

I still question the passage of issue 8 taxes a couple years ago, since it was supposed to provide additional support for safety services and personnel.

In addition in reading the requested grant amount of \$980,126 for 3 years for 3 personnel seems very high, with an average cost of \$108,902.89 per year per person. That price doesn't even include uniform or turn out gear which would probably be an additional expense to the City.

Item #2: (I might have the questions or concerns out of place here but need to voice my thoughts.)

Last meeting commissioners discussed and listened to a homeowner that has had some serious financial issues along with health issues that he mentioned an amputation of some sort. He had been summoned for a garage needing work of sidewall sill plates and roofing, he had a bid for the sidewalls that he presented. Nothing for the roof yet. His financial situation would prevent him from getting a loan because he was also behind a year on his real estate taxes. The Board of Review and the commissioners voted to spend money on the demolition of his garage and apply the bill to his taxes.

Isn't this where CDBG Grants for property improvement is supposed to go instead of apartments downtown for owners that have enough money for their projects?

The property is 1029 Fifth Street. I don't know the owners but think it's a disgusting thing to do. You're going to tear down his garage so his possessions sit outside expose.

I think the agencies within the City might need a better communication with each other, this family might not have been aware of Grants availability or the process thereof. I am sure there are other people with similar issues.

Don't tear it down...Help them with the Grants.

PUBLIC HEARING: CDBG SUBSTANTIAL AMENDMENT

Debi Eversole presented, saying the City of Sandusky intends to submit to the U.S. Department of Housing and Urban Development, under the Community Development Block Grant (CDBG) Program, a substantial amendment to its FY 2020 Annual Action Plan. There are three separate amendments being proposed.

On February 3, 2021, the members of the Consolidated Action Plan Advisory Committee (CPAC) received a copy of the draft amendment. Additionally, the draft of this amendment was posted to the public via City of Sandusky website, available at the Sandusky Public Library and available at City Hall. A 30 day public comment period began on February 4, 2021 and lasted until March 5, 2021. There were four public comments submitted during this time that will be read at the end of this hearing and submitted to HUD with the proposed amendment.

The CPAC met virtually on February 10, 2021 to discuss the proposed amendment. In consideration of this Committee's recommendations, the amendment was modified and will be submitted as follows:

First, increase the CDBG-CV allocation from \$437,328 to \$622,051 dollars. The \$184, 723 increase will come from CDBG-CV3 (Round 3) CARES Act funding. The proposed budget increases are as follows:

<u>Project Name</u>	<u>Previous Budget</u>	<u>Proposed Increase</u>	<u>Proposed NEW Budget</u>
• Public Facilities Upgrades	\$54,863	\$100,000	\$154,863
• Food Pantry (General)	\$50,000	\$ 70,000	\$120,000
• Program Administration	\$87,465	\$ 14,723	\$102,188

The Department of Housing and Urban Development announced a special allocation of CDBG funds to be used to prevent, prepare for, and respond to the coronavirus (COVID-19). The process for receiving these funds requires the City of Sandusky to budget the funds through a Substantial Amendment to the FY20 Annual Action Plan.

The second proposed amendment is to:

Add an activity to the current Public Facilities project titled “Camp Street Resurfacing” in the amount of \$86,188. There will be no budget impact and this funding was already allocated to Public Facilities, where one or more of the approved activities came in under budget. Adding an activity requires the City of Sandusky to submit a Substantial Amendment to the FY20 Annual Action Plan.

The third proposed amendment is to:

Increase the Acquisition Project budget as follows:

<u>Previous Budget</u>	<u>Proposed Budget Increase</u>	<u>Proposed NEW Budget</u>
\$50,000	\$100,000	\$150,000

The \$100,000 increase will come from the current Economic Development Revolving Loan Fund account, which is currently inactive.

The balance of the uncommitted Revolving Loan Funds at this date is \$131,345.06. While it is within the regulations to transfer all of these funds out of the inactive Revolving Loan Fund to an active activity, Staff concurs with the recommendation of the members of CPAC to leave a balance in the account to use should an eligible request be submitted. Transferring funds requires the City of Sandusky to submit a Substantial Amendment to the FY20 Annual Action Plan.

Public Comments Received:

In an e-mail dated 2.10.2021 Tim Schwanger – 362 Sheffield Way, Sandusky
Good Wednesday,

I am unable to attend the Virtual Meeting this morning but would like to share my concerns and thoughts for the meeting record.

- 1.) I encourage some of the Covid funds be used for rent and utilities payments for low to moderate income residents financially impacted by Covid-19.
- 2.) I encourage a reduction in the Administrative Fee and used for additional programming.
- 3.) I question the use of CDBG Funds for repaving a parking lot.

4). I encourage CDBG funds for Parks and Recreation be used to construct a viable Splash Pad in the MacArthur Park area.

In an e-mail dated 2.10.2021 Sharon Johnson - 1139 Fifth Street, Sandusky

Revolving Loan fund withdrawal of \$130,000

City is asking to withdraw the rest of the RLF balance of \$130,000 to support the original budget allowing \$50,000 for acquisitions and demolition increasing the amount to \$180,000.

No acquisitions listed for request of money. I do not like expending a large amount of money without details as to how the money will be spent.

What about withdrawing increments of \$50,000 when needed?

The city has a real estate fund that has almost \$500,000 in the fund that could go for acquisitions.

City does not want the hassle of coming back to the committee for approval.

Past demolitions have been charged against the property owner's taxes as a lien on the property.

Background on CDBG Revolving Loan Fund: When the Revolving Loan Committee disbanded with close to a million dollars transferred out of the fund, the CDBG Committee agreed to keep \$100,000 in the fund for low interest loans. The city claims that no small businesses are coming to the city for the loans anymore. Why would a company come to the city for a low interest loan when the Economic Development Committee is giving away Issue 8 grant money with no need to pay back the money? Issue 8 grant money has issued up to one million dollars towards one project with no pay back.

Less admission tax money will be available to support the Issue 8 grants. When push gets to shove, the revolving loan may be the only option to give relief to a small business. There needs to be some money left in the fund for loans.

Administration salary

City is asking to increase the COVID administration fees by \$14, 723 from \$87,465 to \$102,188. \$148,000 was budgeted for administration fees for the 2020 CDBG budget.

City received a COVID grant of \$436,000 budgeting additional \$87,465 for administration fees. Both the original budget figure of \$148,000 and the additional COVID administration fee of \$87,465 totals \$235,000 in fees.

I understand that the city can take a maximum of 20% for administration fees, but the city does not need a total of \$235,000 to administer the program.

When I asked for any administration drawdowns for the 2020 -2021 CDBG after 8 months into the CDBG year, only two drawdowns existed, COVID administration fee of \$526.62 and regular budgeted administration fee of \$5,949.34 with a total of \$6,475.96 drawn down. Is the city abusing the administration fees?

The city has an employee whose duties are to maintain the CDBG account.

Employee's salary should come from general fund instead of CDBG.

Could there be a 50/50 split of the salary between general fund and CDBG?

Lastly, each year there is a rollover of about \$200,000 to \$300,000 of CDBG money. The situation becomes difficult for the public to track when allowed to accumulate money over 3 years without spending the money down.

In an e-mail dated 2.12.2021 Jennifer Love – No address given

Hello my name is Jennifer Love. I have made multiple attempts to reach the cac. I printed off the paperwork that is says online to print off and complete to bring in. I have called multiple times over the last month and left numerous messages with my name n number for someone to contact me in order to make an appointment to come in to attempt to receive assistants. I was given this email in attempt to get some answers moving forward. Thank you for your time. Name and phone number were listed.

In an e-mail dated 3.5.2021 Ashli Demore – 504 Mason Rd E, Milan

The cdbg grant spending needs to change drastically. I ask that the new director take a serious look at how these funds are currently being spent versus how they could be better spent and more successful in effecting change.

Currently \$150k is designated to Code Enforcement. Paying over 75% of code enforcement officer wages with the city covering the remaining. That is because 75% of the violations written are to people that live within the CDBG income bracket locations.

To actually accomplish the goal of bringing homes up to code, I propose that the \$150k amount be split evenly between code Enforcement and a Code Compliance Assistance Fund next year. The city ultimately benefits from Code Enforcement and should bear more of the burden. As it stands, cdbg money, intended to help low to moderate income people, is being used to punish those same people for being poor through violations they can't afford to fix. The proposed \$75k for Code Compliance Assistance should be grant money available to cdbg income qualified people to bring their homes up to code.

There is a significant amount of money designated to fix city property but not to a resident utility assistance program. The Erie County CAC is overwhelmed with requests. Sandusky has recently been plagued by water rate issues and residents are struggling under the burden while facing joblessness and Coronavirus imposed restrictions. Some of this fund should be designated to help residents with their water bills and other Coronavirus related struggles. It is in fact, what it is intended to do. Things like acquisitions can wait. The people of this city need help. You can beautify and build at more stable time.

Currently, the youth programming is at \$5k for the calendar year. With a \$50k increase for additional CV funds, I propose that \$25k be set aside for a Youth Bike Program to allow for bikes to be purchased and distributed to kids in grades 7-12 who qualify. This program can be an incentive to perform and behave well in school while alleviating some of the bussing issues and allowing kids use to the multi-million dollar bike path being installed though the city.

I propose that no more money be designate to public facilities projects within the downtown development zone. Residential areas outside of Shoreline drive and the downtown desperately need upgrades. While parking lots are necessary downtown, the city created that problem and they can pay to improve it. Far too much money from this fund has already been spent in the downtown area. The City Manager has a multi-million dollar plan for the downtown. The cdbg fund should not be padding these tourist area projects with money meant to help low to moderate income folks. It's borderline unethical.

Debi Eversole said this concludes the reading of public comments. Staff will be asking for approval of the Substantial Amendment during the regular agenda period. Should the substantial amendment be approved, it will be immediately submitted to the Department of Housing and Urban Development for final approval.

Discussion: Wes Poole asked Debi Eversole to identify what the public facilities upgrades were.

Debi Eversole said there were three items proposed: Shoreline Erosion project for \$90,000; Market Street/Wayne Street parking lot resurfacing; and Hayes Avenue safety improvements. They were proposed for regular CDBG. The only thing for public facilities COVID dollars are on the agenda tonight, the HVAC system for the Sandusky Fire Department Station #3. It will have the ventilation system to eradicate COVID.

Wes Poole asked what the relationship between this administration money and a \$6,000 draw down is.

Debi Eversole said Miss Johnson was reading the information she sent incorrectly. There has \$23,000 drawn from the program administration and not \$5,949 as Sharon Johnson stated in her comments. She has offered to meet with Sharon Johnson so they can work through any miscommunications.

Wes Poole asked what period of time we are looking at.

Debi Eversole said July 1, 2020 through current.

Wes Poole asked if over the next five months, Debi Eversole is going to use approximately \$200,000.

Debi Eversole said there is a balance in the regular CDBG fund of \$124,271.85, so yes, with staff wages, legal fees, and other administrative costs to run the program, those expenses will come from that account.

Dick Brady who was attending via teleconference lost his internet connection. Dennis Murray, the vice president, resumed the meeting.

Dennis Murray said he really appreciates the public comments, not necessarily the tone, but the ideas are right and are things we should be looking at going forward. He and Eric Wobser talked earlier today, CDBG expenditures are like a freighter—there is a lot planned, a lot that is expended, and it is not easy to turn a freighter, but they turn. He appreciates the public's comments and going forward he expects to see many of their ideas implemented.

Naomi Twine said she also thought a number of good ideas were submitted through the comments. She asked if the legislation needed to be voted on tonight or is there a way to assess some of the suggestions and ideas before a final vote is taken.

Dennis Murray said the item is on the agenda this evening and it is subject to amendments as suggested and passed by the commission.

Debi Eversole added that the amendment featured on tonight's agenda is an amendment to the 2020 program. Absolutely the commission can do its pleasure on the item, but staff would like to submit this to HUD so the city can expend the funds this year, as it ends June 30, 2021.

Dennis Murray said if changes need to be made, let us make them tonight, rather than kicking the legislation down the road.

Debi Eversole said that would be preferred and we will begin planning for the 2021 year, which begins July 1, 2021. More public meetings will be coming, and that might be a good time to do additional programming.

Naomi Twine said she does not want to hold up what has already been decided. Frankly, running numbers at the table is not her strong suit, so she would suggest keeping the suggestions from the public in mind as we move forward. She is concerned about quality of life issues and that was discussed in many of the comments and would like to consider those in the future.

Mike Meinzer said he sees on the agenda that the city is hoping to acquire three properties in the interest of revitalizing neighborhoods. He thinks that is one of the most important things we can do in neighborhoods, remove the abandoned buildings, remove the drugs, and get rid of the blight. He wishes we had more than \$180,000 to revitalize neighborhoods in this way. When you are a police officer or a fire fighter, you see the homes and properties in these neighborhoods. He would like to consider the items the public brought up for the 2021 year.

Wes Poole said he agrees with Naomi Twine, we are likely not going to fix it this year, but when he sees \$1M plus dollars of CDBG dollars, direct assistance to poor people seems to be at about \$150,000. Perhaps we need a better explanation of how the other dollars are being spent.

Some of the projects we are doing are necessary to be done, but he thinks we probably should have spent other money to get those projects done. Now we are in a position to complete it. The parking lots downtown do not do a lot to increase the low and moderate income people's lives.

Dick Brady regained his internet connection and resumed the meeting.

Eric Wobser said he too agrees with many of the comments about looking for opportunities to place more funds directly into efforts that will impact the lives of low income individuals. The mandate of CDBG is both to impact low income individuals and to impact low income areas. He wanted to state the vast majority of funds spend through the CDBG program since he has been here have been spent in Sandusky's neighborhoods. It is more rare that we would utilize CDBG funds in the downtown. Much of that investment has been made in the blight elimination type activities that Mike Meinzer spoke of, whether acquisition and demolition of blighted property, or through code enforcement efforts. When surveying the community coming out of Issue 8, at a time perhaps when we were in a stronger economy, is that type of feedback. We have been using the CDBG funds or a significant portion of them to put resources directly into eliminating blights to improve the conditions in low income neighborhoods. In addition, several of the park improvement projects in neighborhoods, completed over the last several years, scattered throughout many low income neighborhoods in Sandusky, were completed using CDBG dollars. From time to time, we will move money around. Aaron Klein has done a great job capital planning and taking the best resource to fill a specific need. Oftentimes if we are using CDBG for things like a parking lot, it is so we can free up general fund dollars, whether it be for the design of a Warren Street remake or something else. He welcomes the broader conversation and agrees there is more we can do to impact the lives of low income individuals. The next round will be here before we know it.

CURRENT BUSINESS

Upon motion of Naomi Twine and second of Dave Waddington, 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 commission chose to leave as is.

CONSENT AGENDA ITEMS

ITEM A – Submitted by Greg Voltz, Planner

ADOPTION OF THE 2021 PUBLIC ART WORK PLAN (SECOND READING)

Budgetary Information: There is no direct budgetary impact related to the adoption of the 2021 Public Art Work Plan. However, implementation of the projects listed in the Plan will be completed with Public and Cultural Art and Acquisition Fund ("PAAAF") dollars, Sandusky Neighborhood Initiative (SNI) dollars, and grants and donations that may become available. All projects exceeding ten thousand dollars (\$10,000) will require City Commission approval. The PAAAF referenced in the Work Plan, was created with the creation of the City of Sandusky Public Arts and Culture Commission and shall be funded on an annual basis with the use of general funds, not admission tax dollars. One percent (1%) of the total admissions tax received from the previous year was used to calculate the budget for the PAAAF.

ORDINANCE NO. 21-025: It is requested an ordinance be passed approving and adopting the 2021 Public Art Work Plan for the city of Sandusky.

ITEM B – Submitted by Josh Snyder, Assistant Public Works Director

PERMISSION TO ACCEPT BIDS FOR THE 2021 WWTP PRIMARY DIGESTER #1 CLEANOUT PROJECT (SECOND READING)

Budgetary Information: The estimated cost of the project, including inspection, advertising, construction, and miscellaneous costs, is \$80,000 and will be paid out of the Sewer Fund.

[RESOLUTION NO. 005-21R](#): It is requested a resolution be passed declaring the necessity for the city to proceed with the proposed 2021 Wastewater Treatment Plant (WWTP) Digester #1 Cleanout Project; approving the specifications and engineer's estimate of cost thereof; and directing the City Manager to advertise for and receive bids in relation thereto.

**ITEM C – Submitted by Debi Eversole, Community Development Programs Administrator
PERMISSION TO ACCEPT THREE PARCELS INTO THE LAND BANK PROGRAM**

Budgetary Information: The cost of these acquisitions will be approximately \$450 to pay for the title exams and transfer fees. This expense will be paid out of the Land Bank expense account and will be recouped upon sale of the properties. The City will not collect the approximately \$1,946 owed to the City in special assessments, nor will the taxing districts collect the approximately \$10,272 owed in delinquent taxes. However, all or part of these delinquencies may be recouped and reimbursed upon the sale of the parcels. As the properties are put back into tax producing status, the taxing districts will once again begin collecting real estate taxes of approximately \$1,235.

[RESOLUTION NO. 006-21R](#): It is requested a resolution be passed approving and accepting certain real property for acquisition into the Land Reutilization Program; and declaring that this resolution shall take immediate effect in accordance with Section 14 of the City Charter.

**ITEM D – Submitted by Aaron Klein, Public Works Director
RATIFY PURCHASE FROM PATH MASTER INC. FOR EMERGENCY TRAFFIC EQUIPMENT AT PERKINS AVENUE & CALDWELL STREET**

Budgetary Information: The cost of \$31,500 for the traffic cabinet and equipment will be paid with Traffic funds. All costs associated with the repair will be billed to the driver's insurance company.

[ORDINANCE NO. 21-026](#): It is requested an ordinance be passed ratifying the emergency purchase of a new traffic cabinet and equipment for the intersection at West Perkins Avenue and Caldwell Street; authorizing and directing the City Manager and/or the Finance Director to expend funds to Path Master, Inc. of Twinsburg, Ohio, in the amount of \$31,500; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

**ITEM E – Submitted by Jim Green, Acting Fire Chief
PURCHASE FROM MUNICIPAL EMERGENCY SERVICES, INC. FOR TURNOUT GEAR FOR THE SANDUSKY FIRE DEPARTMENT**

Budgetary Information: The total amount of this expenditure is \$29,250 with each set costing \$3,250. This purchase will be paid with monies from the EMS Fund.

[ORDINANCE NO. 21-027](#): It is requested an ordinance be passed authorizing and directing the City Manager to purchase nine (9) morning pride tails turnout gear, fire coat and pant sets through the State of Ohio, Department of Administrative Services, Cooperative Purchasing Program from Municipal Emergency Services, Inc. of Southbury, Connecticut, for use in the Fire Department; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

**ITEM F – Submitted by McKenzie Spriggs, Commission Clerk
LIQUOR PERMIT TRANSFER FOR VARIETY VILLAGE**

Budgetary Information: There is no budgetary impact.

The city is in receipt of a Notice to Legislative Authority from the Ohio Division of Liquor Control for a C1, C2, D6 liquor permit (beer, wine, and mixed beverages for carryout in original sealed containers, and sale on Sundays between the hours of 10AM/11AM and midnight) for Farrar Family Enterprises LLC, dba Variety Village, located at 332 E. Market Street. It is requested the Commission Clerk be authorized to notify the Division of Liquor Control the City does not request a hearing on this matter.

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, Mike Meinzer, Dave Waddington, Wes Poole, Blake Harris, 7. Roll call on the ordinances and resolutions: Dennis Murray, Dick Brady, Naomi Twine, Mike Meinzer, Dave Waddington, Wes Poole, Blake Harris, 7. 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 Greg Voltz, Planner

ADOPTION OF THE DOWNTOWN SANDUSKY MASTER PLAN (SECOND READING)

Budgetary Information: There is no budgetary impact to the adoption of this Plan.

ORDINANCE NO. 210-28: It is requested an ordinance be passed approving and adopting the Downtown Sandusky Master Plan for the city of Sandusky.

Roll call on the ordinance: Yeas: Dennis Murray, Dick Brady, Naomi Twine, Mike Meinzer, Dave Waddington, Blake Harris, 6. Nays: Wes Poole, 1. The President declared the ordinance passed under second reading.

ITEM #2 – Submitted by Debi Eversole, Community Development Programs Administrator
SUBSTANTIAL AMENDMENT TO CDBG PROGRAM FY20

Budgetary Information: There are no funds required to implement this amendment as all funds are currently allocated to the City through the past, existing and future CDBG grants.

ORDINANCE NO. 21-029: It is requested an ordinance be passed approving a Substantial Amendment to the city's Community Development Block Grant Program Year of July 1, 2020 through June 30, 2021, and authorizing and directing the City Manager to submit the amended Action Plan to the United States Department of Housing and Urban Development; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

Upon motion of Dennis Murray and second of Dave Waddington, the Commission voted to approve this ordinance with some modifications to be made in the future.

Roll call on the motion: Yeas: Dennis Murray, Dick Brady, Naomi Twine, Mike Meinzer, Dave Waddington, Wes Poole, Blake Harris, 7. Roll call on the ordinance: Yeas:, Dennis Murray, Dick Brady, Naomi Twine, Mike Meinzer, Dave Waddington, Wes Poole, Blake Harris, 7. 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 Jim Green, Acting Fire Chief

PERMISSION TO APPLY TO FEMA'S SAFER GRANT ON BEHALF OF SANDUSKY FIRE DEPARTMENT

Budgetary Information: The total amount of the grant funds being requested is \$980,126. This amount will cover three (3) additional personnel salaries and benefits for three (3) years. No matching funds are required for this grant but there will be some additional costs to the City for uniforms and turnout gear.

RESOLUTION NO. 007-21R: It is requested a resolution be passed authorizing the filing of a grant application to the U.S. Department of Homeland Security (DHS), Federal Emergency Management Agency (FEMA), Grant Programs Directorate (GPD) for the FY 2020 Staffing for Adequate Fire and Emergency Response (SAFER) Grant Program and, if awarded, authorizing the City Manager to execute any required agreements; and declaring that this resolution shall take immediate effect in accordance with Section 14 of the City Charter.

Upon motion of Dave Waddington and second of Naomi Twine, the Commission voted to approve this resolution.

Discussion: John Orzech responded to the public question regarding cost of a firefighter. He said the salaries of the firefighters, plus pension, education bonuses, health insurance, and all the costs it takes to employ a fire fighter, that is simply the cost it takes. It is a significant amount of money. The turnout gear is not approved through this grant opportunity. The costs were figured out per the contract and those are the expenses it takes to employ a fire fighter.

Jim Green said the gear is an ineligible cost, the city tried, but it was not permitted in the grant. One of the things people misunderstand is it is not just the base salary of a firefighter, many other factors add up.

Wes Poole asked what the total is for a firefighter.

Jim Green said the cost for a firefighter their first year is roughly \$100,000.

Wes Poole asked if it is less the second year.

Jim Green said no, it goes up a bit. Moderate raises are included. For the second year, \$103,000 is budgeted.

Dave Waddington said he was on the commission in the past when Congresswoman Kaptur came and they applied for the same number of employees. We could not retain them then. If this comes back favorable and we can do this, is there a plan in place to keep them beyond the three years?

Dick Brady said it was 2011, because he was frustrated with the situation also.

Eric Wobser said the challenge in 2011 was that the city hired additional officers beyond what the city had the ability to staff after the expiration of the grant. We have been careful in this application to only get back to a number that is considered fully staffed pre COVID-19. We should have the ability to pay for and retain all the firefighters we would hire with this grant. We are just not doing more than what was considered fully staffed, pre pandemic.

Dick Brady asked for clarification saying these are not three new hires, this is simply paying for three existing fire fighters.

Eric Wobser said no, this would fill three vacancies that exist. They would be new hires that we would make as soon as possible to get back to full strength. This grant allows us to hire them much more quickly, due to the financial constraints on our budget from the pandemic.

Mike Meinzer asked Jim Green what the take home pay is for an entry level firefighter.

Jim Green said starting pay for a firefighter is \$53,000.

Mike Meinzer said the thing that makes firefighters so expensive is the pension. It is significantly higher than that of a police officer.

John Orzech said the city pays 19% for a police officer's retirement and 24% for a firefighter.

Mike Meinzer said it shows he is dated because it use to be 12% and 24% respectively. That is a significant amount to go into a pension system. He said you cannot work until you are 65 doing that type of job. He does not think \$53,000 is out of line for what we are asking these people to do.

Dick Brady said most people realize there are many factors that add to the cost of an employee. It is the cost of doing business, whether you are running a city, law firm, or sign company. We all wish we could pay employees just the money they take home, but that is not the case. The additional dollars are significant. He is optimistic that we will be successful getting the grant. Wes Poole said firefighting is a basic service that we provide to the community. He realizes the commission has had long conversations about the cost to employee one. The city has a \$20M budget, minus COVID, and determining how many fire fighters we need to provide adequate service to the community is a formula. After that need is met, then you can start buying other things for the city. Police, fire, the roads, lights, are basic services. What was full staff in 2011 may or may not be adequate today. He asked how much more work are these employees doing now than in 2011? What has changed in the way fire service is provided? From that should be determined staffing levels, not how much we want to pay for it.

Roll call on the motion: Yeas: Dennis Murray, Dick Brady, Naomi Twine, Mike Meinzer, Dave Waddington, Wes Poole, Blake Harris, 7. Roll call on the resolution: Yeas: Dennis Murray, Dick Brady, Naomi Twine, Mike Meinzer, Dave Waddington, Wes Poole, Blake Harris, 7. The President declared the resolution passed under suspension of the rules and in accordance with Section 14 of the city charter.

ITEM #4 – Submitted by Josh Snyder, Assistant City Engineer

PERMISSION TO BID HVAC REPLACEMENT SYSTEM FOR FIRE STATION #7

Budgetary Information: The estimated cost of the project including inspection, advertising, construction, and miscellaneous costs, is \$47,000 and will be paid 100% out of the Community Development Block Grant – COVID-19 (AKA CDBG-CV) funds received through the CARES Act. These funds may ONLY be utilized for Public facility upgrades, supplies and PPE to prevent the spread of COVID-19. In this instance we are proposing this \$47,000 be utilized for a public facility safety upgrade, in this instance to prevent the spread of the COVID-19 virus at Fire Station #7.

RESOLUTION NO. 008-21R: It is requested a resolution declaring the necessity for the city to proceed with the proposed HVAC system replacement at Fire Station #7 Project; approving the specifications and engineer's estimate of cost thereof; and directing the City Manager to advertise for and receive bids in relation thereto; and declaring that this resolution shall take immediate effect in accordance with Section 14 of the City Charter.

Upon motion of Naomi Twine and second of Wes Poole, the Commission voted to approve this resolution.

Discussion: Aaron Klein said the work being done at that fire station includes putting in an HVAC system for the entire building. The duct work is under the floor at the ground level and has deteriorated since it is 50+ years old. CDBG dollars is available for facility improvements and is intended to be used for improvements due to COVID. Specialty devices will be added that will purify the air and eradicate air borne viruses. This is a multi-purpose project.

Jonathan Holody said funding was set aside for facilities through CDBG, and this is an eligible block grant expense. HVAC upgrades were specifically identified by HUD as eligible with the COVID funding, and is a good fit for this funding source. It is a much needed improvement for this community facility.

Roll call on the motion: Yeas: Blake Harris, Dennis Murray, Dick Brady, Naomi Twine, Mike Meinzer, Dave Waddington, Wes Poole, 7. Roll call on the resolution: Yeas: Blake Harris, Dennis Murray, Dick Brady, Naomi Twine, Mike Meinzer, Dave Waddington, Wes Poole, 7. The President declared the resolution passed under suspension of the rules and in accordance with Section 14 of the city charter.

ITEM #5 – Submitted by Josh Snyder, Assistant City Engineer

FIRST AMENDMENT TO CONTRACT FOR EMERGENCY SHORELINE RESTORATION SERVICES

Budgetary Information: This final agreement amendment is an increase of \$3,453.84, which will revise the original total contract amount of \$49,160 (\$30,740 for Shoreline Park and \$18,420 at the Paper District Marina) to \$52,613.84 (\$20,701.04 for Shoreline Park and \$31,912.80 at the Paper District Marina), and will be paid from the City's Parks and Recreation Capital Projects Funds.

ORDINANCE NO. 21-030: It is requested an ordinance be passed authorizing and directing the City Manager to enter into a First Amendment to the contract for Emergency Shoreline Restoration Services with Mark Haynes Construction of Norwalk, Ohio; 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 Wes Poole, the Commission voted to approve this ordinance under suspension of the rules and in full accordance with Section 14 of the city charter.

Discussion: Aaron Klein said this project was done on an emergency basis. At the time, it was around December 2020. We could not fully evaluate the status of the problem at either location, how deep the issue went, etc. We did some uniform depths and widths, and made an estimate. When it came time to complete the project at Shoreline, everything came out as expected. Unfortunately, at the marina, they had to go a bit deeper and put more toe rock in. The \$3,454 is to add additional rock to ensure we address everything.

Dick Brady said per all our contracts, we require per unit tracking, so none of these come as a total surprise. When the contractor quantifies how much material they use, we simply turn to the page on quantity, and do the simple multiplication. Is that correct?

Aaron Klein said yes, that is correct.

Mike Meinzer said there is a contingency built into contracts, correct?

Aaron Klein said many contracts have contingencies, but since this was an emergency, we got quotes for the exact amount of work we anticipated. We did not build a contingency into this one, which is why we have this change order.

Roll call on the motion: Yeas: Dennis Murray, Dick Brady, Naomi Twine, Mike Meinzer, Dave Waddington, Wes Poole, Blake Harris, 7. Roll call on the ordinance: Yeas: Dennis Murray, Dick Brady, Naomi Twine, Mike Meinzer, Dave Waddington, Wes Poole, Blake Harris, 7. The President declared the ordinance passed under suspension of the rules and in accordance with Section 14 of the city charter.

ITEM #6 – Submitted by Josh Snyder, Assistant City Engineer

EXPENDITURE TO CUMMINS, INC. FOR A GENERATOR AT THE WWTP

Budgetary Information: The cost for new generator controls and power transfer control, installed is \$60,294 and shall be paid for with Sewer Funds. This expenditure will be included in the 5-Year Capital Improvement Plan.

ORDINANCE NO. 21-031: It is requested an ordinance be passed authorizing and directing the City Manager to expend funds for the purchase and installation of a new generator control unit from Cummins, Inc. of Shoreview, Minnesota, through the Sourcewell Cooperative Purchasing Program for the Wastewater Treatment Plant (WWTP); 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 Mike Meinzer, 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 we are not replacing the whole generator, just the controls on it, but it lasted a substantial amount of time.

Aaron Klein said the controls have lasted almost 20 years and are becoming obsolete. If we lose power at the plant, the generator will not operate some of those essential functions. This is something we need. We have pieced it together and put band aids on it over the year, and we are to a point now where we need to replace these controls.

Mike Meinzer said people have brought up a loud generator running at the Wastewater treatment plant. He learned we utilize the methane that comes out of the digester or whatever equipment. That is a win-win. When he read this, he understands it is just a generator to back up power supply that is either natural gas or diesel. Is that correct?

Aaron Klein said yes, this is the generator used if we lose power. Some controls are not connected to this so we do not operate the entire facility, just the essential functions. We do have backup power at the Wastewater treatment plant and at Big Island Water Works. Several lift stations have dedicated generators. We exercise those on a regular basis to ensure they are function if we need them. If residents are hearing those periodically, it does not mean we lost power, we are simply exercising those pieces of equipment.

Roll call on the motion: Yeas: Dennis Murray, Dick Brady, Naomi Twine, Mike Meinzer, Dave Waddington, Wes Poole, Blake Harris, 7. Roll call on the ordinance: Yeas: Dennis Murray, Dick Brady, Naomi Twine, Mike Meinzer, Dave Waddington, Wes Poole, Blake Harris, 7. 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

- **Upon a motion from Naomi Twine and a second of Wes Poole, the commission voted to accept a donation of 2,000 N-95 masks from the Erie County Health Department to be used for the Sandusky Police Department.**
- The City of Sandusky is excited to announce a new online service offering. Users now have the ability to create an online account and apply for permits, submit Planning and Zoning requests, apply for Engineering permits, pay for these applications directly online along with enforcement and other Code Department related invoices. There are many more features included in the new portal, so please take a look and sign up by going to <http://cityofsandusky.com/permits> and selecting Building Department or Public Works. Once there you will be able to sign up, carry out searches and applications on demand.
- **The Customer Accounting Office has discontinued the use of a Post Office Box to receive mail. Effective immediately, please mail all utility bills and correspondence to 240 Columbus Avenue Sandusky OH 44870.**
- **The City is accepting applications for a few budgeted positions that we are looking to fill quickly. Please contact Human Resources for more information.**
- We would like to congratulate **Dave Schafer who was promoted to Chief Operator at Big Island after Bill Burch vacated the position last year when he was promoted to Assistant Superintendent.**
- We would also like to **welcome back Justin McKillips to the Sewer Maintenance Division.** Justin (Jay) was previously in the forestry division prior to budget cuts during the pandemic. He is a wonderful person and hard worker so we are very happy to have him back.
- **Crews are developing timelines for dewinterization and will present those to commission and the public as they become available.**

- The City of Sandusky **Department of Community Development will be submitting a Safe Routes to Schools grant to help fund the multi-use pathway portion of the “Healthy Hayes” project.** This project, along with the intersection safety improvements scheduled for Hayes Avenue will create a safer, more multi-modal focused corridor, giving students safer options to bike and walk to school. If awarded acceptance of the grant will come before City Commission for approval. We have many students in this area and look forward to protecting them.
- The City of Sandusky Department of Community Development began the Citizen’s Participation Process for the upcoming CDBG FY21 Annual Action Plan. The members of the Consolidated Plan Advisory Committee are scheduled to meet virtually on March 9, 2021 to discuss the upcoming year which will begin July 1, 2021. **It is anticipated that a draft plan will be available for comment on March 31, 2021.** This is a great opportunity for us to step back and take all the comments from tonight and build into the 2021 plan.
- The City of Sandusky Department of **Community Development hosted the first of two site visits at 421 Fulton Street on March 3, 2021. This residential structure is owned by the City Land Bank and will accept proposals for rehabilitation and ownership of the property.** A site visit is mandatory in order to submit a proposal. The next site visit is scheduled for March 10, 2021 at 3:00PM. More information can be found on the City of Sandusky website, RFP page.
- The City of Sandusky **Department of Community Development has officially closed the application period for the 2021 Housing Development and Beautification program.** There was an overwhelming response to the program, receiving over 100 applications in just 3 weeks’ time, which will fully commit the budgeted amount. Applications are still being reviewed and every received application will receive a response within 4 – 6 weeks. Sandusky is one of the only cities in Ohio that provides general fund money to housing. We want to get these dollars to pre-pandemic levels, but this is something we are very proud of.
- **Applications are now available for grant funding through the Economic Development Fund. The 2021 allocation of \$125,000 has been combined with carryover funding from prior years.** A pre-application is required. Grant awards greater than \$10,000 will be presented to the City Commission for approval. Contact Community Development Director Jonathan Holody for more information.
- The next **Arts and Culture Commission** meeting is scheduled for Tuesday, March 16 at 5:15 PM.
- The next **Landmark Commission** meeting is scheduled for Wednesday, March 17 at 5:00 PM.
- The next **Board of Zoning Appeals** meeting is scheduled for Thursday, March 18 at 4:30 PM.
- The next **Planning Commission** meeting is scheduled for Wednesday, March 24 at 5:00 PM.
- The **Sandusky Recreation Division Midtown Supper Club Season III is excited to announce this year’s Pick up at the Pier event.** The event is a new take on the award-winning program’s annual dinner due to the pandemic.

The community can purchase a scrumptious three-course meal created, prepared and

boxed by our very own Chefs-in-Training under the instruction of Chef Katie Korobkin and Chef Brad Kraft!

The menu for this year's meal includes a fresh salad with freshly baked croutons and made-from-scratch Ranch dressing, penne pasta with meatballs in marinara sauce, and bread pudding with a vanilla custard sauce for dessert.

Each meal is **\$15.00** with proceeds benefitting the Recreation Department's Youth Scholarship Program. Meals can be ordered online at www.cityofsandusky.com/recreation and picked up on **Wednesday, March 10** at the Mylander Pavilion at the Jackson Street Pier. **Pick-ups start at 4:30 p.m. in half hour increments through 6:30 p.m.** Contact Tondra Frisby at 419.627.5888 or tfrisby@ci.sandusky.oh.us for more information.

One of the goals of the downtown plan is to do increased programming at the new Mylander Pavilion, especially for children. This creates an environment where kids get used to coming downtown, at a young age and recognize it as their downtown. The Midtown Supper Club is an award winning recreation program, put on by an award winning recreation department. Issue 8 allowed us to hire Tondra Frisby, who considers youth activities and how to engage them in her position, on a daily basis.

- The city of Lorain came to visit Sandusky to learn about the waterfront development and how we got some of our initiatives done here. One of the things they mentioned is Lorain is 3x the size of Sandusky and does not have a recreation department. Under the city commission leadership, we have chosen to invest in recreation and programs mentioned tonight that touch our neighborhoods and directly impact the lives of our residents.

Discussion: Mike Meinzer said no program has generated more phone calls or interest than the city's housing and beautification program. He received so many calls, emails, etc. he thinks it is a great program and would like to put more money into the home owner assistance part of that program. He told Eric Wobser and the development department good work on this.

NEW BUSINESS

Upon motion of Dennis Murray and second of Naomi Twine, the commission voted to set a public hearing regarding CDBG FY21 for the March 22, 2021 commission meeting.

Roll call on the motion: Yeas: Dennis Murray, Dick Brady, Naomi Twine, Mike Meinzer, Dave Waddington, Wes Poole, Blake Harris, 7.

AUDIENCE PARTICIPATION

Tim Schwanger, 362 Sheffield Way, Sandusky

Sandusky Residents received a letter from the City in regards to an "opt out" electric contract with Dynergy. According to the letter, in the year 2000 the City Commission gave approval to negotiate the most favorable electric supply rate on behalf of residents. Social media conversations indicate significant concern from Sandusky residents questioning why this program is an "opt out" offer and not an "opt in" offer. Please have the proper staff member explain.

ADJOURNMENT: Upon motion of Dennis Murray and second of Naomi Twine, the commission voted to adjourn at 6:21 p.m. The President declared the motion passed.



McKenzie Spriggs
Commission Clerk



Richard R. Brady
President of the City Commission