

**The President called the meeting to order at 5:08 p.m. after the Invocation, given by Ms. Twine, and the Pledge of Allegiance.**

**The Clerk called the roll and the following Commissioners responded: Blake Harris, Wes Poole, Dennis Murray, Dick Brady, Naomi Twine, and Dave Waddington. Mr. Murray made motion, seconded by Mr. Poole to excuse Mr. Meinzer. The President declared the motion passed.**

**City staff present: Eric Wobser - City Manager, Stuart Hamilton - IT Director, Don Rumbutis - IT Technician, Jared Oliver - Police Chief, and Cathy Myers - Commission Clerk.**

**City staff via teleconference: Josh Snyder - Public Works Engineer, Aaron Klein - Public Works Director, Brendan Heil - Law Director, Michelle Reeder - Finance Director, Jonathan Holody - Development Director, and Jason Werling - Recreation Superintendent.**

President Brady introduced Alexa Harris, a senior at Sandusky High School, who will be shadowing Commissioner Harris. Alexa is the vice president of her class; she plans to go to college to study Political Science. This internship is an opportunity to learn more about local government.

**Upon motion of Mr. Waddington and second of Ms. Twine, the commission voted to approve the minutes of the November 8 regular meeting and suspend the formal reading. The President declared the motion passed.**

#### **INTRODUCTION OF NEW OFFICER**

Police Chief Oliver introduced new full-time officer Nichole Bogard. She is still attending the police academy and will be certified in 30 days. She will then start training with the department. Nichole stated that she is excited to work for the City of Sandusky and cannot wait to start. President Brady welcomed her to employment with the City.

#### **AUDIENCE PARTICIPATION**

There was no audience participation.

#### **PRESENTATION OF "CIPP", CURE IN PLACE PIPING**

Joshua Snyder, Public Works Engineer, introduced the cure in place piping procedure. CIPP is used to maintain and repair sewer pipes in place, in the ground referred to as sewer lining. Older pipes can become damaged by tree roots, cracking, and disjointed pipes. By repairing these pipes in the ground, it can reduce costs of repair, by reinforcing the pipes. Josh presented several slides detailing damage done to pipes captured on camera. The pipes contained broken pipe pieces, stone and sediment, which over time reduces sewage flow. He also presented several slides showing the repair done with the sewer linings. Several lining samples were shared with the Commissioners. The process is best done in the winter months. The material comes in folded sheets on a refrigerated truck and the resin within the felt lining cures when it becomes heated. Pure soybean oil is used as a lubricant to invert the piping material within the sewer pipes. A jet head cleans the pipes and leads the camera for inspection. Pipes repaired through man holes are kept open on top for inspection and maintenance. After repairs, a report is written showing the work that has been completed. Cost comparison of pipe linings done in 2021 compared to open cutting of pipes in 2020, we have saved at least 40%. It is a great way to repair in that it is non-invasive to the surface. Mr. Waddington asked how old the lines were being sleeved currently. Josh stated he did not have records on all lines, but a water line repaired on Water Street was from 1908. Mr. Waddington asked what the longevity was with the sleeves. Josh explained that the life expectancy of sleeves was 30-50 years. It also depends on the pipe material that is sleeved. Red clay piping that is laid end-to-end, is very susceptible to tree root damage. Mr. Waddington inquired if sleeving can be replaced and if roots can enter the new sleeving. Josh remarked that there was zero chance of roots entering the new sleeving material. Mr. Murray pointed out that in addition to this process being a cost savings because of less invasion of the surface materials; this in the end reduces the amount of flow that is going into the sewer system. Mr. Murray stated that everyone is frustrated by the cost of water and sewer. The staff has been very innovative is using this system for repairs and reducing the flow into our sewer systems.

President Brady thanked Josh and his staff for being innovative in using this new process and passing the savings to our residents.

### **CURRENT BUSINESS**

Upon motion of Mr. Waddington and second of Ms. Twine, the commission voted to accept all communications. President Brady declared this motion passed.

The President asked if the commissioners wished to remove any of the items on the Consent Agenda. There were no requests to do so.

### **CONSENT AGENDA ITEMS**

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#### **ITEM A – Submitted by Aaron Klein, Public Works Director**

##### **OHIO EPA ANNUAL DISCHARGE FEE FOR THE WASTEWATER TREATMENT PLANT FOR CY2021**

**Budgetary Information:** The total amount of \$25,900 shall be paid with Sewer Funds and has been appropriated in the O & M Budget for 2021.

**ORDINANCE NO. 21-184:** It is requested an ordinance be passed authorizing and directing the Finance Director to make payment to the State of Ohio Environmental Protection Agency for the annual discharge fee for NPDES permit number 2PF00001 for the Wastewater Treatment Plant for the CY 2021; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

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#### **ITEM B – Submitted by Cathy Myers, Commission Clerk**

##### **NEW LIQUOR PERMIT FOR FLASH ON HANCOCK, LLC**

**Budgetary Information:** There is no budgetary impact for this item.

**Notice to Legislative Authority for a new C1** (Operator of a retail store to sell beer in containers and not for consumption on the premises where sold in original containers having the capacity of not more than five and one-sixth gallons.) **Liquor Permit for Flash on Hancock LLC located at 802 Hancock Street.**

Upon motion of Mr. Harris and second of Ms. Twine, the Commission voted to accept the Consent Agenda and declare all ordinances 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 whether they be in accordance with Section 13 or Section 14 of the City Charter. Roll call on the motion: Yeas: Blake Harris, Wes Poole, Dennis Murray, Dick Brady, Naomi Twine, and Dave Waddington, 6. Roll call on the ordinance: Yeas: Blake Harris, Wes Poole, Dennis Murray, Dick Brady, Naomi Twine, and Dave Waddington, 6. The President declared the ordinance and liquor permit contained in the Consent Agenda passed in full accordance with the City Charter.

### **REGULAR AGENDA**

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#### **ITEM 1 – Submitted by Jared Oliver, Police Chief**

##### **CONTRACT WITH ERIE COUNTY SHERIFF'S OFFICE FOR DISPATCH SERVICES**

**Budgetary Information:** The City agrees to reimburse Erie County Sheriff's Department in 2022 for dispatching services in an amount not to exceed \$272,348.86 which \$136,174.43 (50%) will be taken from the 2022 Fire Department Proposed Budget (110-1310-53001 at 22% and 431-1330-53001 at 28%) and \$136,174.43 (50%) will be taken from the Police department Proposed Budget (110-1020-53001).

**ORDINANCE NO. 21-185:** It is requested an ordinance be passed authorizing and directing the City Manager to enter into a contract with the Erie County Sheriff for the provision of Public Safety Dispatching Services for the City of Sandusky Police, Fire and Service Departments commencing on January 1, 2022, through December 31, 2022; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

Upon motion of Mr. Waddington and second by Ms. Twine, the Commission voted to accept the ordinance as drafted and shall take immediate effect in accordance with Section 14 of the City Charter.

Mr. Murray remarked that the City entered into this agreement almost 15 years ago. At the time, the City had ancient equipment, and with staffing it was duplicative to a certain extent. We have saved hundreds of thousands annually since. This system is superior, safer and very cost effective. President Brady stated he had the pleasure to serve on that committee and noted they had no idea how meaningful this agreement would be and how financially impactful it would become.

**Upon motion of Roll call on the motion: Yeas: Blake Harris, Wes Poole, Dennis Murray, Dick Brady, Naomi Twine, and Dave Waddington, 6. Roll call on the ordinance: Yeas: Blake Harris, Wes Poole, Dennis Murray, Dick Brady, Naomi Twine, and Dave Waddington, 6. President Brady declared the ordinance passed.**

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#### **ITEM 2 – Submitted by Joshua Snyder, Public Works Engineer**

##### **CHANGE ORDER #1 AND FINAL FOR THE 2021 SEWER LINING PROJECT (DEDUCT)**

**Budgetary Information:** This final agreement amendment is a decrease of \$9,928.50 which will revise the original total contract amount of \$298,074 to \$288,145.50 and will be paid from the Sewer Funds.

**ORDINANCE NO. 21-186:** It is requested an ordinance be passed authorizing and directing the City Manager to approve the first and final change order for the work performed by United Survey, Inc., of Cleveland, Ohio, for the 2021 sewer lining project; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

**Upon motion of Ms. Twine and second by Mr. Waddington, the Commission voted to accept the ordinance as drafted and shall take immediate effect in accordance with Section 14 of the City Charter.**

President Brady inquired if the deduct was because we did not have to use the materials that were anticipated. Josh replied that President Brady was correct.

**Upon motion of Roll call on the motion: Yeas: Blake Harris, Wes Poole, Dennis Murray, Dick Brady, Naomi Twine, and Dave Waddington, 6. Roll call on the ordinance: Yeas: Blake Harris, Wes Poole, Dennis Murray, Dick Brady, Naomi Twine, and Dave Waddington, 6. President Brady declared the ordinance passed.**

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#### **ITEM 3 – Submitted by Jason Werling, Recreation Superintendent**

##### **2022 MILLS CREEK GOLF COURSE FEES CHANGE – FIRST READING**

**Budgetary Information:** The current fee schedule will not negatively impact the General Fund. It is the desire to continue to increase the overall usage of the course through memberships, punch cards, and daily paid rounds. We will 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.

**Upon motion of Mr. Murray and second by Ms. Twine, the Commission voted to accept the first reading of this ordinance. Upon motion of Roll call on the motion: Yeas: Blake Harris, Wes Poole, Dennis Murray, Dick Brady, Naomi Twine, and Dave Waddington, 6. Roll call on the ordinance: Yeas: Blake Harris, Wes Poole, Dennis Murray, Dick Brady, Naomi Twine, and Dave Waddington, 6. President Brady declared the ordinance passed at first reading.**

#### **CITY MANAGER'S REPORT**

##### **DONATIONS**

- A donation of \$1,000 for the K-9 program was received from the Cruisin' Car Club and Smith's Top Notch. **Upon motion by Mr. Waddington and second by Ms. Twine, the donation was accepted.**

- Thank you to Stein Hospice for a donation of \$250 and the Community Celebrations Council for a donation of \$1,000 toward the purchase of decorative lights to adorn trees in Washington Park over the holidays. **Upon motion by Ms. Twine and second by Mr. Murray, the donation was accepted.**
- Thank you to Construction Equipment & Supply for donating the use of a lift, worth \$1,300, to the Division of Facilities & Properties for the purpose of decorating for the holiday season. **Upon motion by Mr. Harris and second by Ms. Twine, the donation was accepted.**
- A donation of \$500 for the Red Popcorn Wagon Fund was received from David Stedman. The donation was given in the name of Lynne Nota (Grathwol) Stedman. **Upon motion by Ms. Twine and second by Mr. Harris, the donation was accepted.**

The Erie County Community Foundation would like to donate up to \$8,000 for the purchase of holiday decorations and LED string and rope lighting for the Jackson Street Pier. The purchase will be made in time for installation for the Sandusky Winter Wonderland scheduled for Friday and Saturday, December 10 and 11. The decorations will be used for the annual event and in conjunction with the Civista Bank Ice Skating Rink programming for the next several years. **Upon motion by Ms. Twine and second by Mr. Murray, the donation was accepted.**

## **NEW & OLD BUSINESS**

### **POLICE**

- Nicole Bogard began her employment as a full-time Officer with the Police Department on November 18. She is currently attending the police academy with a projected graduation date of December 8.

### **FIRE**

- Sandusky Fire applied for a grant through the Ohio Board of Emergency Medical Services for a training bundle, which includes Preston Professional Child and Infant Manikins, and Airway Management Trainer. The deadline for this grant was Friday November 19. There is no matching funds. The items will be awarded to the first 38 eligible applicants based on the receipt of the completed application. **Upon motion by Mr. Murray and second by Ms. Twine, the donation was accepted.**

### **PUBLIC WORKS**

- Welcome to new employees, Jake Piechocki, Utilities Operator II at Big Island Water Works, Aaron Walter, Maintenance II in Sewer Maintenance and Edward Alexander, Maintenance II in Grounds Maintenance.
- Congratulations to Chris Aldridge for his promotion to Shift Operator I at the wastewater treatment plant. He recently passed the Class I Wastewater exam and received his Class I certification.

### **COMMUNITY DEVELOPMENT**

- The Consolidated Plan Advisory Committee will meet on Tuesday, November 23 at 8:30am to discuss a proposed substantial amendment to the CDBG-CV funds for the FY2021. The proposed amendment will allocate funds to rent and mortgage assistance for Sandusky residents. The CPAC meeting will be held in the Commission Chambers and livestreamed on YouTube.

### **PLANNING**

- The next **Arts and Culture Commission** meeting is scheduled for Tuesday, December 14 at 5:15 PM.
- The next **Landmark Commission** meeting scheduled for Wednesday, December 15 at 5:00 PM.

- The next **Board of Zoning Appeals** meeting scheduled for Thursday, December 16 at 4:30 PM.
- The next **Planning Commission** meeting is scheduled for Wednesday, December 22 at 5:00 PM.

### **RECREATION**

- The Sandusky Community Celebrations Council will hold the Annual Holiday Lighting Ceremony in Washington Park on Friday, November 26 starting at 6 p.m. Festivities include the Sandusky High School Brass Choir, Santa's arrival, refreshments and cookies served by the Salvation Army, free admission to the Merry-Go-Round-Museum, an open house at the Follett House and many food vendors throughout the evening. Festivities will end at 7 pm with a performance by the Sandusky High School Keynotes and Bell Choir at the Adams School building.
- Santa's time in the Cookie House this season is sponsored by Firelands Federal Credit Union and a full schedule will be available on the Sandusky Community Celebrations Council Facebook page and on the door of the Cookie House in Washington Park this season. As always, children can drop letters to Santa in the mailbox at the Cookie House.
- The Civista Bank Ice Skating Rink will make its debut at the Jackson Street Pier on Wednesday, November 24. Ice skating is free and skate rentals will be available for \$5. A grand opening celebration is set for Thursday, December 2 at 4:30 p.m. free skate rentals, giveaways and hot chocolate will be provided by Civista Bank for the evening.

### **OLD BUSINESS**

Mr. Harris shared upon request of President Brady the November 19, celebration of Mothers and Women in Business, and remarked it was a great turnout for the event. At least 100 attended the event held at Noble Crafts. People were informed of a start-up scholarship that the Minority Business and Empowerment Team in conjunction with Rise was offering, to reimburse or pay for \$125 cost of an LLC. Mr. Hogrefe of Noble Crafts announced that he was adding an additional \$500 to each scholarship, for a total of \$625. New businesses can apply for this scholarship through Abby Bemis, Executive Director at Erie County Economic Development Corporation. Mr. Harris suggested that new businesses – especially women, people of color and veterans take advantage of this opportunity. The event was a success and they look forward to hosting more events in the future.

### **NEW BUSINESS**

**Mr. Murray made motion to move into Executive Session to complete their review of the City Manager, Ms. Twine seconded the motion. Upon Roll call on the motion: Yeas: Blake Harris, Wes Poole, Dennis Murray, Dick Brady, Naomi Twine, and Dave Waddington, 6. The President declared the executive session set.** The Commission moved into Executive Session at 5:48 p.m. The Commission moved back into Regular Meeting at 5:55 p.m.

### **AUDIENCE PARTICIPATION**

There was no audience participation.

### **ADJOURNMENT**

**Upon motion of Ms. Twine and second of Mr. Harris, the Commission voted to adjourn at 5:56 p.m. The President declared the meeting adjourned.**



Cathleen A. Myers  
Commission Clerk



Richard R. Brady  
President of the City Commission