

President Brady called the meeting to order at 5:00 p.m. followed by the Invocation, given by Mr. Murray and the Pledge of Allegiance.

The Clerk called the roll and the following Commissioners responded: Blake Harris, Wes Poole, Dennis Murray, Dick Brady, Steve Poggiali, Dave Waddington 6. Mr. Murray made motion, second by Mr. Waddington to excuse Mr. Meinzer. President Brady declared this motion passed.

City staff present: John Orzech – Interim City Manager, Colleen Gilson – Interim Asst. City Manager, Cody Browning – IT Manager, Tiffany Rufo – GIS Analyst, Brendan Heil – Law Director, Sally Martin – Senior Accountant, Jonathan Holody - Development Director, Jared Oliver – Police Chief, Mario D’Amico – Fire Chief, Aaron Klein – Public Works Director, Alec Ochs – Assistant Planner, and Cathy Myers - Commission Clerk.

Upon motion of Mr. Waddington and a second by Mr. Poggiali, the commission voted to approve the minutes of the December 12, regular meeting and suspend the formal reading. President Brady declared the motion passed.

#### **AUDIENCE PARTICIPATION**

None.

#### **CURRENT BUSINESS**

Upon motion of Mr. Murray and a second by Mr. Waddington, the commission voted to accept all communications. President Brady declared this motion passed. President Brady asked if anyone would like to move any items from the Consent Agenda, none heard.

#### **CONSENT AGENDA ITEMS**

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##### **ITEM A – Submitted by Michelle Reeder, Finance Director**

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##### **2022 GENERAL BUDGET AMENDMENT #9**

**Budgetary Information:** This action will cover anticipated expenditures through December 31, 2022. The agenda deadline occurs before the final payroll costs can be determined. The amendment needs to cover final payroll and other projected costs through December 31, 2022. The ordinance will be available at the meeting.

**ORDINANCE NO. 22-258:** It is requested an ordinance adopting Amendment No. 9 to Ordinance No. 22-004 passed by this City Commission on January 10, 2022, making general appropriations for the fiscal year 2022; 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 Michelle Reeder, Finance Director**

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##### **TEMPORARY APPROPRIATIONS FOR 2023**

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

**ORDINANCE NO. 22-259:** It is requested an ordinance be passed to make temporary appropriations for 2023 and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

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##### **ITEM C – Submitted by Jane Cullen, Assistant City Engineer**

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##### **TIFFIN AVENUE WATERMAIN LINING CHANGE ORDER #1 & FINAL**

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

**ORDINANCE NO. 22-260:** It is requested an ordinance be passed authorizing and directing the City Manager to approve the first and final change order for work performed by Ferpal Construction USA LLC of Taylor, Michigan, for the Tiffin Avenue 12” Watermain Lining Project; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

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**ITEM D – Submitted by Aaron Klein, Public Works Director**

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**TWO EASEMENTS FOR CHURCH STREET**

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

1. **ORDINANCE NO. 22-261:** It is requested an ordinance be passed accepting a perpetual easement granted to the City for a storm sewer on Parcel No. 60-00420.000, located on Ward Street and adjoining a portion of Church Street; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.
2. **ORDINANCE NO. 22-262:** It is requested an ordinance be passed establishing a perpetual easement granted to the City by the City for a storm sewer on a portion of Church Street, extending south between 4904 Ward Street and 4808 Ward Street; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

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**ITEM E – Submitted by Alec Ochs, Assistant Planner**

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**VACATION FOR CHURCH STREET EXTENSION (SECOND READING)**

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

**ORDINANCE NO. 22-263:** It is requested an ordinance be passed vacating a portion of Church Street, extending south between 4904 Ward Street and 4808 Ward Street, within the City, as set forth on the Vacation Plat, a copy of which is marked as Exhibit “A-2”, attached to this ordinance and incorporated herein.

**Upon motion of Mr. Murray, and second by Mr. Waddington, the commission voted to accept the Consent Agenda and declare all ordinances and/or resolutions as drafted and presented to the City Commission under the Consent Agenda shall take effect in accordance with the Section reflected in the ordinance and/or resolutions, whether it be in accordance with Section 13 or Section 14 of the City Charter. Roll call on the motion: Mr. Harris, Mr. Poole, Mr. Murray, Mr. Brady, Mr. Poggiali, and Mr. Waddington 6. Roll call on the ordinances: Mr. Harris, Mr. Poole, Mr. Murray, Mr. Brady, Mr. Poggiali, and Mr. Waddington 6. President Brady declared these ordinances passed.**

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**REGULAR AGENDA ITEMS**

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**ITEM 1 – Submitted by Cody Browning, IT Manager**

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**BIWW & WWTP SERVER AND STORAGE REPLACEMENT**

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

**ORDINANCE NO. 22-264:** It is requested an ordinance be passed authorizing and directing the City Manager to purchase four (4) PowerEdge Servers and two (2) Dell Storage Arrays from Computers at Work, Inc. of Naples, Florida, D.B.A. vTECHio, through the State of Ohio Department of Administrative Services Cooperative Purchasing Program for the Big Island Water Works (BIWW) Plant and the Wastewater Treatment Plant (WWTP); and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

**Upon motion of Mr. Waddington, and second by Mr. Harris, the commission voted to pass this ordinance under suspension of the rules and in full accordance with Section 14 of the City Charter. Roll call on the motion: Mr. Harris, Mr. Poole, Mr. Murray, Mr. Brady, Mr. Poggiali, and Mr. Waddington 6. Roll call on the ordinance: Mr. Harris, Mr. Poole, Mr. Murray, Mr. Brady, Mr. Poggiali, and Mr. Waddington 6. President Brady declared this ordinance passed.**

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**ITEM 2 – Submitted by Cody Browning, IT Manager**

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**PURCHASE DELL BACKUP SERVER WITH STORAGE ARRAY**

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

**ORDINANCE NO. 22-265:** It is requested an ordinance be passed authorizing and directing the City Manager to purchase a PowerEdge Server with Storage Array from Computers at Work, Inc.

of Naples, Florida, D.B.A. vTECHio, through the State of Ohio Department of Administrative Services Cooperative Purchasing Program for the Information Technology Department; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

**Upon motion of Mr. Harris, and second by Mr. Poggiali, the commission voted to pass this ordinance under suspension of the rules and in full accordance with Section 14 of the City Charter. Roll call on the motion: Mr. Harris, Mr. Poole, Mr. Murray, Mr. Brady, Mr. Poggiali, and Mr. Waddington 6. Roll call on the ordinance: Mr. Harris, Mr. Poole, Mr. Murray, Mr. Brady, Mr. Poggiali, and Mr. Waddington 6. President Brady declared this ordinance passed.**

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**ITEM 3 – Submitted by Michelle Reeder, Finance Director**

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**2023 ADMINISTRATIVE EMPLOYEES 3% WAGE INCREASE**

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

**ORDINANCE NO. 22-266:** It is requested an ordinance be passed approving a wage increase for the City's non-probationary administrative employees; authorizing the Finance Director to expend the necessary funds; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

**Upon motion of Mr. Waddington, and second by Mr. Harris, the commission voted to pass this ordinance under suspension of the rules and in full accordance with Section 14 of the City Charter. Roll call on the motion: Mr. Harris, Mr. Poole, Mr. Murray, Mr. Brady, Mr. Poggiali, and Mr. Waddington 6. Roll call on the ordinance: Mr. Harris, Mr. Poole, Mr. Murray, Mr. Brady, Mr. Poggiali, and Mr. Waddington 6. President Brady declared this ordinance passed.**

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**ITEM 4 – Submitted by Jason Werling, Recreation Superintendent**

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**NEW FEE SCHEDULE FOR MILLS CREEK GOLF COURSE**

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

**ORDINANCE NO. 22-267:** It is requested an ordinance be passed approving the fee schedule for the Mills Creek Golf Course established by the City Manager pursuant to Section 973.02 of the Codified Ordinances of the City of Sandusky; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

**Upon motion of Mr. Harris, and second by Mr. Poggiali, the commission voted to pass this ordinance under suspension of the rules and in full accordance with Section 14 of the City Charter.**

**Comment:**

Mr. Waddington stated that after looking at the fee increase, Mills Creek is still the lowest golf course around. He refers to it as a "lunch pail" golf course, a blue-collar golf course, which attracts people of all income levels.

Mr. Poole inquired about the annual costs of Mills Creek compared to the income it generates.

Mr. Murray addressed the inquiry stating that we do not intend to make money on any of our parks, it is provided as an amenity to our residents to enjoy, recreate and exercise. The golf course is in no means self-sustaining. The fees cover a significant portion of the costs associated with running the course.

Mr. Poole agreed that it is an amenity we must pay for, but in order to make a reasonable decision about the rates, he would like a breakdown of costs versus generated income to insure we are managing it properly.

Mr. Brady remarked that this coming year will be significantly better since there will no longer be a lease payment associated with it.

**Roll call on the motion: Mr. Harris, Mr. Poole, Mr. Murray, Mr. Brady, Mr. Poggiali, and Mr. Waddington 6. Roll call on the ordinance: Mr. Harris, Mr. Poole, Mr. Murray, Mr. Brady, Mr. Poggiali, and Mr. Waddington 6. President Brady declared this ordinance passed.**

## **CITY MANAGER'S REPORT**

### **DONATIONS**

- A donation of \$1,000 was received from Smith's Top Notch through the Remember Crusin' Club for the K-9 fund.
- Rhonda Watt donated \$250 to Sandusky Rec to purchase Christmas gifts for the students participating in the Out-of-School Fall program at Mills.
- Steve and Tammy Hammer from the Sandusky Bait Company donated four cases of water and two boxes of fruit snacks for use in upcoming winter programs. **Mr. Waddington made motion, second by Mr. Poggiali, to accept these donations. Without objection, the President declared this motion passed.**

### **NEW & OLD BUSINESS**

#### **WARMING CENTER**

Mr. Orzech, Interim City Manager stated the Community Warming Center will be opening at New Jerusalem Missionary Baptist Church in response to the upcoming low forecasted temperatures. The shelter inside **New Jerusalem Missionary Baptist Church at 1920 Eddy Henry Way** will be open at from 6:00pm through 7:00am on the nights of Friday December 23 - Monday, December 26.

**Those interested in volunteering or anyone that has questions regarding the warming center, please call Dora Grant at 419.204-2201.**

Sandusky Transit System (STS) and Sandusky Police Department (SPD) will provide transportation to the warming center location to those in need, free of charge. The closest STS stops to New Jerusalem Missionary Baptist Church are the Green Line stops 20/28 and Purple Line stops 8/21. He thanked Ms. Gilson for helping to coordinate this and to let Ms. Grant know there are funds available should she need them.

#### **FIRE**

- In June 2022, Sandusky Fire Department applied for two components of The First Responder Wellness, Recruitment & Resiliency Grant, funded through The American Rescue Plan Act. On December 13<sup>th</sup> SFD was awarded the Wellness component of the grant consisting of \$11,630.50. This money will be used for counseling services for fire department personnel to help deal with the stresses that they encountered performing their duties during the COVID 19 pandemic. SFD has not heard the results of the staffing component, but they are hopeful they will be considered in future rounds of the grant.

#### **PUBLIC WORKS**

- An OPWC grant was awarded in the amount of \$175,000 to cover part of the City's required contribution for the concrete portion of Milan Ave., between the US 250 overpass and Milan Road as part of ODOT's Urban Paving program in 2024 with Venice Road. Award of these dollars means the equivalent funds, which were originally allocated from Issue 8, can be pushed to local street resurfacing. Unfortunately, the application for Superior Street was not awarded.
- The Forestry division will be performing Christmas tree collection throughout the City during the week of January 9<sup>th</sup> and will distribute further details through our website and social media. Residents may also drop-off trees from January 9<sup>th</sup> to the 13<sup>th</sup> at two

locations: the Shelby Street Boat Launch overflow parking lot or the Kiwanis Park parking lot. For questions regarding Christmas tree collection, please call 419.627.5884.

### COMMUNITY DEVELOPMENT

- An RFQ has been issued for services related to the development of a proposed Recreation Center. The December 20, 2022 release invites qualified Architectural and Engineering Design Firms with relevant expertise to submit their qualifications to determine the location and design of a new Recreation Center. The RFQ stresses that the site must be centrally located and large enough to contain most, if not, all the programs envisioned by the Residents, Commissioners and City staff and that the new facility includes both indoor and outdoor recreation programs and events. Citywide community engagement will be critical component to the site selection and site program confirmation. Stay tune for more information in the coming year.

### RECREATION

- Several camps and programs are available for registration at [www.cityofsandusky.com/recreation](http://www.cityofsandusky.com/recreation)
- Sandusky Rec's annual Winter Break Camp and new Winter Out-of-School program are open for registration. Midtown Supper Club meets New Orleans is already full of chefs-in-training, but spots remain for the sewing, music, theater and dance components of the program.

Gymnastics for the months of January, February and March are also open for sign-ups.

Follow Sandusky Rec at [www.facebook.com/sanduskyrec](https://www.facebook.com/sanduskyrec) for up to the minute information.

### Comment:

Mr. Murray stated that many people from the community have inquired about the new Recreation Center and about what it will provide and how much it will cost. He stated we do not know right now. We are going to go through a planning process where we will ask the residents what they want, and we will prioritize. The challenge with building a rec center is that it means all things to all people. We can not afford all things. We can afford some things. He wanted to mention that they have discussed that the levy that supports the Library bonds retirement, which was for the improvement so many years ago. It has been thought it may be a no new tax way to support the operation, not the construction of a rec center. He stated he thought it would be imprudent to build a rec center without having a sustainable funding source for the down years. We do not want to cut funding for a new rec center down the road without this funding.

Mr. Brady agreed with Mr. Murray that the Library funding would be a great way to operate the rec center, not as funding to construct it.

Mr. Poggiali agreed as well, stating it is very important to have dedicated funding source to maintain the rec center prior to it being built. Mr. Poggiali inquired if the Rec Department would run the Rec Center, or would we hire someone to run it?

Mr. Murray stated that he always believed it would be run by our staff, but that would be determined as well with the new city manager.

Mr. Poole inquired if this was going to be a ten to twelve MIL expenditure and \$100,000-200,000 for those with the RFQ? He is not comfortable paying for someone to tell us where to build the rec center. He thinks we should be able to do that ourselves and identify the site.

Mr. Orzech stated that it has always been his understanding that the rec center would be funded from the new admissions and parking tax from Cedar Point. There was a significant amount that would fund the rec center for twenty years in the deal that was approved last year.

Mr. Murray stated that the RFQ would not simply decide the location, but also design the rec center.

Ms. Gilson replied that the RFQ is for site selection and preliminary design which will also involve a community process.

Mr. Orzech stated that it was our intention to have a model or rendering so that when we go to the community next year for the tax levy, we would have something to present to them and what the programming would entail.

**OLD BUSINESS**

None

**NEW BUSINESS**

None

**AUDIENCE PARTICIPATION**

None

**ADJOURNMENT**

**Upon motion of Mr. Murray, the Commission moved to adjourn at 5:26 p.m. President Brady declared the meeting adjourned.**



Cathleen A. Myers  
Commission Clerk



Richard R. Brady  
President of the City Commission