



City Manager's Report

City Commission meeting: Monday, November 13, 2023

DONATIONS

- On September 11th, 4 members of Sandusky Fire Department participated in Family Health Services first annual golf classic. Proceeds from this fundraiser are being used to help fund their mission to provide quality healthcare to those in need. A significant portion of the proceeds raised have also been donated to area First Responders. Sandusky Fire Department was awarded a donation of \$2,500.00. Thank you to Family Health Services for their support.
- Parks and Recreation received a donation of STEM activities, giveaways, and miscellaneous supplies to Mills Recreation from Dick Gallagher and Sandusky Children's Museum.
- Thank you to the Hofstatter family and Barnes Nursery of Huron for the coordination and donation of the tree that will illuminate Schade-Mylander Plaza throughout the holiday season. The Norway Spruce was cut down from the 1400 block of Columbus Avenue on Friday, November 3 and installed at the foot of Columbus Avenue by staff from Barnes and the city's Forestry and Facilities Maintenance divisions. Parks & Rec staff will install lights on the tree in time for the lighting ceremony around Thanksgiving.

NEW & OLD BUSINESS

ADMINISTRATION

- I would like to request a motion to affirm Natalie Felter to the Erie County Board of Health. Ms. Felter's term will go through December 31, 2025.

POLICE

- Sandusky Police Department's annual hat, coat, and glove drive has begun. People are encouraged to donate new coats, hats, and gloves for children of all sizes. Drop off the donated items at our police station at any time between now and December 15th. All items will be given to children in need through the Southside Enrichment and Empowerment Program.
- Congratulations to Lieutenant Dahlgren as he was recently selected to be the next Chief of Police for the Norwalk Police Department. We are very happy for him and wish him well on his new journey.



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FIRE

- On Tuesday November 14th Sandusky Fire Department will be offering a Community CPR class at Station #1. This class is a pilot class which eventually in 2024 will lead to quarterly CPR classes for Sandusky residents and businesses. The American Heart Association equates bystander CPR, prior to EMS arrival as a major factor in people surviving a cardiac emergency. Early and continuous CPR is the #1 contributing factor in survivability. Any community members who would like to take part in these classes can register with the Fire Prevention Bureau at 419-627-5823.
- Sandusky Fire Department was awarded \$1,825.00 from the Erie County Community Foundation to purchase 50 lock boxes for resident's homes. These lock boxes will allow safe quick access to residents homes during an emergency. Thank you to the Erie County Community Foundation for partnering with Sandusky Fire Department to bring medical treatment to the cities elderly residents as quickly as possible.

FINANCE

- The first draft of the 2024 budget is available on the City's website, under the Finance Department page. Once final adjustments are made to the budget, it will be presented to the City Commission.

PUBLIC WORKS

- Pertaining to the Justice Center, the police department is operating out of the northern half of the building. Until the completion of the project, the public lobby at the Justice Center will be closed. Visitors are asked to park in the designated parking spots. Posted signage provides instructions for contacting an officer. The Municipal Court has begun operations at the Service Center and will continue to operate there until further notice.



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POLICE DEPARTMENT

DONATIONS

NEW BUSINESS

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OLD BUSINESS



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FIRE DEPARTMENT

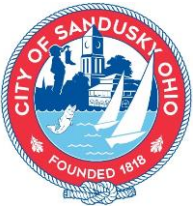
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NEW BUSINESS

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OLD BUSINESS



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FINANCE DEPARTMENT

DONATIONS

OLD BUSINESS

NEW BUSINESS

GENERAL INFORMATION

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PUBLIC WORKS

DONATIONS

NEW BUSINESS

- **Welcome to Jed Roth who has joined Big Island Water Works and Philip Montgomery who has joined Water Distribution.**
- **Pertaining to the Justice Center, the police department is operating out of the northern half of the building and the Municipal Court has begun operations at the Service Center.**

OLD BUSINESS

- **Railroad Update – Handrails were installed on the North half of underpass, week of October 23.**

CONSTRUCTION PROJECTS

- **Butler Street Reconstruction Project**
 - Contractor: Great Lakes Demolition Company
 - Contract Amount: \$890,530.50
 - Construction Completion: June 1, 2024
 - Construction Start: October 23, 2023
 - Work will include reducing most of Butler Street from 3 lanes to 2 between Milan and Cleveland Rd. Replacing concrete with asphalt pavement, adding new curbing. Pavement section repairs beyond Milan Rd. will be added.
 - **Subgrade is excavated for over half of the roadway. Stone base and underdrains should be installed by end of week of 11-6. Encountered a few areas with poor subgrade that required undercutting (additional excavation and stone). Paving is slated for week of 11-20, weather pending.**
- **2023 CDBG Street Paving Project**
 - Contractor: Erie Blacktop Inc.
 - Construction Cost: \$263,211.15
 - Completion Date: November 17, 2023
 - Resurfacing of 10 street sections within the eligible portions of the city.
 - Paving complete week of 9/5.
 - **Manhole and Catch Basin adjustments remain.**



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- Cleveland Rd. Waterline Project
 - Contractor: Ed Burdue Co.
 - Contract Amount: \$298,699.92
 - Construction Completion: December 5, 2023
 - Project to replace 50- to 80-year-old water main lines within the intersection of Cleveland and Cedar Point Dr. To better align with the proposed roundabout.
 - In midst of acquisition of property to keep this utility line out of the new roadway for maintenance purposes.

- Columbus Lift Station Improvements
 - Contractor: All Phase
 - Contract Amount: \$312,895.00
 - Construction Completion: December 16, 2022 (39 weeks, Derailment Dependent).
 - Project to replace existing generator including electrical SCADA and VFD upgrades. Project will involve running city owned fiber from the Sandusky Amtrak/Transit building at North Depot Street to the station.
 - Due to the train derailment, Mosser is working on construction plans for rebuilding the upper level of the station. This work will not be charged to the All Phase contract with the city, but the City's contract will be adjusted to accommodate crossover work.

- East Water Street Reconstruction
 - Contractor: Great Lakes Demolition
 - Contract Amount: \$952,053
 - Construction Completion: May 17, 2024
 - Inspection: K.E. McCartney & Associates
 - Inspection Amount: \$99,999.00
 - This project includes extension of the Sandusky Bay Pathway between Franklin and Meigs Streets, as well as new curbs, bump outs, drainage, and roadway reconstruction.
 - Work is expected to occur February through May of 2024.



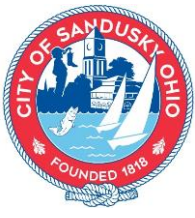
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- 2023 Generator Control Project at BIWW
 - Contractor: TBD
 - Contract amount: \$TBD (EST: \$200,000)
 - Completion date: TBD
 - Replacement of the controls of the main and backup generator at the Water Plant
 - Have had a few instances of inconsistent power regulation upon power outages. Actual generators themselves have been tested to ensure they are mechanically sound.
 - Control units (\$489,416) have been ordered, the delivery time is anticipated to be 50+ weeks, arriving June of 2024.

- Hayes Avenue Corridor Safety Project
 - Contractor: Miller Cable Co.
 - Contract Amount: \$809,400.00
 - Construction Completion Date: March 29, 2024
 - Inspection: K.E. McCartney & Associates
 - Inspection Amount: \$80,912.00
 - LPA Project PID 109523, ERI-SR4-10.66 Hayes Ave
 - This project includes signal and intersection upgrades between Perkins Ave. and Columbus Ave. Project also includes select curb ramp replacements, pedestrian signals and possible restriping at specific locations.
 - **Outstanding items include pedestrian and vehicular signal activation and a few road signs.**

- Jaycee and West Washington Park Concrete Work
 - Contractor: RMH Concrete & Foundations, Inc.
 - Contract Amount: \$44,048.20
 - Construction Completion: December 1, 2023.
 - Construction Start: **Work has started, final completion is expected before Thanksgiving.**
 - Grant funding has been obtained by the Parks and Recreation Department to install a shelter and concrete walkway at Jaycee Park near the basketball courts and an oversized concrete chess board at West Washington Park near the Popcorn Wagon.



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- Justice Center
 - Contractor: Mosser Construction
 - Contract Amount: \$10,623,800
 - Construction Completion Date: September 2024
 - Inspection Consultant: Richard L. Bowen & Associates, LLC
 - Inspection Contract Amount: \$547,072
 - Reconstruction of the 222 Meigs Street facility into the Justice Center to house Sandusky Police Department and Sandusky Municipal Court
 - Furniture Supplier: OSupplies
 - Furniture Contract Amount: \$334,675.83
 - City has been working with OSupplies to supply furniture for the facility where existing furniture cannot be reused.

- Meadowood Subdivision Sidewalk Project
 - Consultant: In-house design
 - Design Completion: Stage 2 comments received from ODOT 5/2/23
 - Total Project estimate: \$193,253
 - LPA Project PID-117271
 - This project involves installing sidewalk in areas of the Meadow Subdivision that currently don't have sidewalk. Various locations along East Oldgate Rd, Heritage Dr, Fallen Timber Dr and Foxborough Circle
 - Construction anticipated in spring of 2024

- Mills Street High-Rate Treatment
 - Contractor: Great Lakes Construction
 - Contract Amount: \$33,570,075.00
 - Completion Date: October 2024 (substantial completion), May 2024 (final completion)
 - Inspection: City staff & Stantec
 - Inspection Amount: \$1,642,466.88
 - As the final project included in the City's NPDES permit as part of the 2015 negotiations with Ohio EPA, the City will be designing and installing a 16 MGD high-rate treatment (HRT) system with a goal of dramatically reducing overflows that result during large rain events when the capacity of the wastewater treatment plant cannot handle the flow. The project will include diversion of wastewater from the west side interceptor, expansion of the existing bar screen process, HRT equipment evaluation, possible replacement and expansion of the ultraviolet disinfection system, and possible relocation of ballfields from Sprau to Amvets Parks. Staff has worked with local youth baseball league to relocate the ball field to a desired alignment and size on the former Amvets site as well as improvements to the buildings.



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- Monroe Street Reconstruction (Decatur Street to Meigs)
 - Contractor: Erie Blacktop Inc
 - Contract Amount: \$749,134.27
 - Completion Date: October 31, 2023
 - Inspection: K.E. McCartney & Associates
 - Inspection Amount: \$76,996.00
 - LPA Project PID 110322 ERI-CR-0504-00.49 (Monroe St)
 - This project involves ADA complaint curb ramps, pavement repair, base repair and resurfacing from Decatur Street to Meigs Street along Monroe Street.
 - Paving complete, manholes and catch basins are being completed. Striping and traffic loops nearly complete.

- Monroe Street Outfall Extension Project (Decatur Street to Meigs)
 - Contractor: Great Lakes Demolition Company LLC
 - Contract Amount: \$553,951.00
 - Completion Date: April 1, 2024
 - Inspection: In-House
 - This project involves installation of a 36" storm sewer from Broadway Street to Mills Creek to relieve the soon-to-be installed storm sewer coming from Camp Street. This takes significant storm flows off Broadway Street, which goes to the WWTP.
 - **Tentatively begin work week of Nov. 13 or 20th.**

- Perkins Avenue & 52nd St. Waterline replacement and Roadway Improvement Project
 - Contractor: Speer Bros. Inc.
 - Contract Amount: \$5,411,227.34
 - Inspection: In-House
 - Construction Completion: December 1, 2023
 - Construction anticipated to begin: April 1, 2023
 - Project planned to replace bad 6" water main with 8", resurface the North half of roadway from the old YMCA to 52nd. Replacing bad sidewalks and curbs along this segment also.
 - Waterline work is progressing with some curb and sidewalk replacement and restoration complete West of Hayes Ave.
 - Emergent (storm and sanitary) sewer line repair work has been performed as necessary when encountered.
 - Columbus intersection planned waterline work and unplanned repair work **done as of 11/1.**
 - **Paving scheduled for 11/3, 11/4; Manhole adjustments and striping will follow for both Perkins and 52nd St. then both will re-open to traffic. Anticipated re-open date 11/17.**



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- 2023 Sidewalk Program
 - Contractor: Hula Construction
 - Contract amount: \$153,628.70 (EST. \$184,000)
 - Completion date: Fall 2023
 - Includes \$100,000 of the City's most displaced sidewalks, deemed as "worst trips".
 - \$60,000 of sidewalk at Shoreline Park (from approved Capital Plan)
 - \$24,000 of concrete work at Fire Station 7 (from approved Capital Plan)
 - Concrete replacement and/or installation at all project locations have been completed, staff is doing a final walk thru at all locations.
 - Staff is coordinating with the Contractor to get pricing on adding three additional sidewalk locations that were damaged by trees during the summer storms. There is money remaining on the contract that will cover the cost.

- Underpass Rehabilitation Project
 - Contractor: Schirmer Construction
 - Contract Amount: \$527,785
 - Completion Date: Mid-2024
 - Inspection: In-House
 - This project involves addressing the worst areas of cracks, spalling and paint coating failing along Columbus Ave. Underpass. Since the train derailment, these deficiencies are more noticeable. Removal of the worst areas of walls and preparation for a detailed filling, leveling and coating system have been specified. Said project also replaces the remaining steel hand railing and lighting beneath the Columbus Ave underpass. Contractor intends on beginning this work in the spring of 2024 due to temperature-sensitive coatings.

- UV Project
 - Contractor: The Great Lakes Construction Co.
 - Contract Amount: \$2,630,156.00
 - Completion Date: Substantial Completion Date March 1, 2024 with Final Completion May 30, 2024
 - Due to the manufacturer no longer making some parts, this project is just a replacement of the existing ultraviolet disinfection system at the wastewater pollution control plant with a few alterations to the channel to accommodate the new equipment.



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- 2022 VFD Project at BIWW
 - Contractor: All Phase
 - Contract amount: \$271,920.00
 - Completion date: March 24, 2023-will require a time extension-TBD
 - Replacement of five existing variable frequency drives
 - Contractor has replaced 1 of the 5 VFDs before water demand increases for the summer. The remaining 4 VFDs are having issues with availability. Staff is coordinating deliveries with electricians and the system integrators.

- Warren Street Reconstruction
 - Contractor: Speer Bros., Inc.
 - Contract Amount: \$3,032,220.00
 - Completion Date: June 1, 2024.
 - This project includes reconstruction of Warren between Water and Monroe Streets, except for the new portion between Market and Washington. Includes new pavement, curbs, drainage system, sidewalk and multi-use path.
 - Work began at the North End, near Water Street on 8/14. **With the current progress, it is anticipated that the waterline will be installed and new services connected before extreme winter weather sets in.**
 - **Block between Water and Market should be paved and reopen to traffic by 11/20. New water main installed up to Jefferson St.**

DESIGN PROJECTS

- Cleveland Road Safety Project
 - Consultant: American Structurepoint
 - Feasibility Study & Preliminary Design: \$263,615.00
 - Detail Design, Environmental & Right of Way: \$914,871.00 (Acquisition fees are not included in this cost but are included as part of the funding from ODOT)
 - Design Completion: November 2023
 - Construction proposed for CY 2024
 - ODOT Safety funding will pay for 95% of project. Includes traffic signal and striping upgrades, sidewalks, turn-lane extensions and intersection improvements between Remington Avenue and Sycamore Line.
 - Property Acquisition in progress for additional right of way for the project.



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- Cleveland Rd. (E.) Drainage and Sidewalk Project
 - Consultant: CVE (Chagrin Valley Engineering)
 - Preliminary & Detail design: \$139,757
 - Construction: planned for 2026, after the larger Cleveland Rd. Safety project is complete.
 - Address 80-year-old drainage and lack of sidewalks on the South side of Cleveland Rd. East of Harbour Parkway to E. Shoreway Dr.

- East Perkins Avenue Improvement Project (Milan Rd to Remington Ave) PID 113959
 - Consultant: Bramhall Engineering & Surveying Company
 - Contract Amount: \$171,160
 - Design Completion: August 5, 2024
 - Total Project estimate: \$561,275
 - LPA Project PID 113959 ERI-CR-0005 02.85 E. Perkins
 - This project involves installing sidewalk on the north side of Perkins from Milan Road to Remington Avenue. Perkins Avenue will be resurfaced from the end of ODOT's east to Remington Avenue. Bramhall has notified property owners of survey work that will begin shortly.
 - Construction anticipated in spring of 2025.

- East Perkins Avenue Waterline Replacement Project Pipe Creek Bridge to Remington Avenue
 - Consultant: Bramhall Engineering & Surveying Company
 - Contract Amount: \$18,900
 - Design Completion: December 2023
 - This project involves installing replacing the 8-inch waterline from the Pipe Creek Bridge to Remington Avenue. This section has experienced several breaks over the past few winters.
 - Construction anticipated in 2024 and to be completed prior to the LPA Project PID 113959

- Follett Street and Mills Street Elevated Water Tank Inspection & TTHM Removal System Project
 - Consultant: Arcadis US Inc.
 - Engineer's Estimate: \$49,000.00
 - Completion date: Early Summer 2023 including EPA submittal and approval
 - Complete EPA required 5yr interior & exterior inspections on both tanks. Replace ventilation units and active mixers, 3" conduit piping system and spray nozzles on both tanks.
 - Bidding of work is awaiting EPA approvals.



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- The Landing – Final Design & Permitting
 - Consultant: Environmental Design Group
 - Contract Amount: \$2,057,845.73
 - Design Completion Date: April 2024
 - This project includes development of final design documents including permitting, acquisition and all other aspects required to prepare construction documents as detailed in the Landing Park conceptual plan approved by City Commission in December 2017. This includes the Sandusky Bay Pathway from the East Corporation Limit through Sports Force Park to Cedar Point Drive. The project will provide direct access to the East Sandusky Bay (the Back Bay) and the easternmost terminus of the Pathway within city limits. Funding for the design of the project is made possible with Tax Incentive Financing on nearby parcels.
 - Federal funding has been allocated for the pathway between Hemminger Ditch and Cedar Point Drive. The Hemminger Ditch crossing and The Landing will be funding by the City.

- MacArthur/Churchwell Park Improvements
 - Consultants: Strand Associates, Inc.
 - Contract Amount: \$110,000.00
 - Design Completion: September 30, 2024
 - Total Project Est: TBD
 - This project is the next step in the design process, building on the adopted concept we created in partnership with Commission and the community in the South Side Plan.

- Monroe Street (West) Improvement Project (Camp Street to Broadway Street)
 - Consultants: Mott MacDonald
 - Contract Amount: \$150,500
 - Design Completion: October 1, 2024
 - LPA Project PID 113957; ERI-CR-0500-01.37
 - Total Project Const. Est: \$1,589,298.64
 - This project addresses roadway and drainage from Camp Street to Broadway Street. Project has already received ODOT funding for FY 2025. Specifically entails roadway resurfacing, installation of a new storm sewer line and limited sidewalk and curb repairs.
 - Alignment selected for general routing of new storm sewer. Storm sewer to be sized to accommodate future connections to neighborhoods with a history of flooding near Fulton and Decatur.
 - Stage 2 Plans sent to ODOT for comments.



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- Monroe Street (West) Improvement Project (Decatur St. to Camp St.)
 - Consultants: TBD
 - Contract Amount: TBD (Est. \$210,462.00)
 - Design Completion: 11/1/2025
 - LPA Project PID: 118505
 - Total Project Est: \$1,134,328.00
 - This project addresses roadway and drainage from Camp Street to Decatur Street. Project was awarded ODOT funding for FY 2026. Specifically entails roadway resurfacing, installation of a new storm sewer line and limited sidewalk and curb repairs.
 - Recently awarded ODOT funds, via the MPO for this project.
 - Scope of Services prepared for ODOT which is a precursor to selecting a design firm.

- Safe Streets Action Plan
 - **Consultant: WSP**
 - Contract Amount: TBD (total project funding is \$250,000)
 - Completion Date: TBD
 - The City was awarded \$200,000 from the USDOT FHWA through the Safe Streets for All grant program. The city-wide plan will evaluate safe passage for motorists and non-motorists alike for all demographics throughout the City. The goal of the plan will be to develop a prioritized list of projects through public collaboration that will systematically be implemented to ensure safe coexistence of all modes of transportation.

- Sandusky Bay Pathway Acquisition and Partial Design
 - Consultant: Environmental Design Group
 - Contract amount: \$2,092,513.00
 - Completion date: Spring 2025
 - A Conceptual Master Plan adopted in June 2018 detailed a multi-use coastal trail that stretches along the waterfront from the east corporation limit to the west corporation limit.
 - This project includes acquisition of needed properties, encroachments and easements along First Street, Pier Track, Water Street and anything needed between King Street and Venice Road.
 - Final design of the sections from Cedar Point Drive to Meigs Street and from King Street to Venice Road is included.
 - Wayfinding and branding of the Sandusky Bay Pathway has been finalized.
 - The railroad agreement has been approved and the crossings at Monroe and Edgewater are being designed.



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ADDITIONAL INFORMATION

Vacancies and budgeted positions:

- BIWW
- Engineering
- Streets & Utilities
 - Cemetery
 - Forestry
- Sewer Maintenance
- Streets & Traffic (2)
- Water Distribution
- WWTP (2)

Congratulations to the following new hires and staff for receiving promotions:

- **Welcome to Jed Roth who has joined Big Island Water Works and Philip Montgomery who has joined Water Distribution.**

STATUS OF GRANT & LOAN APPLICATIONS

- Applications for annual OPWC projects (Downtown Paving, Camp Street Paving) have been submitted to the Erie County MPO, as they funnel submittals to the OPWC District scoring committee. Applicants will be notified of award in December 2023. LTIP projects out of the county area and will be forwarded to the District for review.



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COMMUNITY DEVELOPMENT

COMMUNITY DEVELOPMENT

DONATIONS

NEW BUSINESS

OLD BUSINESS

COMMUNITY DEVELOPMENT PROJECTS

- Environmental:
- Demolition:

PLANNING DEPARTMENT

DONATIONS

NEW BUSINESS

OLD BUSINESS

PLANNING PROJECTS

SANDUSKY TRANSIT SYSTEM

DONATIONS

NEW BUSINESS

OLD BUSINESS



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RECREATION DEPARTMENT

DONATIONS

- Parks and Recreation received a donation of STEM activities, giveaways, and miscellaneous supplies to Mills Recreation from Dick Gallagher and Sandusky Children's Museum.

- Thank you to the Hofstatter family and Barnes Nursery of Huron for the coordination and donation of the tree that will illuminate Schade-Mylander Plaza throughout the holiday season. The Norway Spruce was cut down from the 1400 block of Columbus Avenue on Friday, November 3 and installed at the foot of Columbus Avenue by staff from Barnes and the city's Forestry and Facilities Maintenance divisions. Parks & Rec staff will install lights on the tree in time for the lighting ceremony around Thanksgiving.

OLD BUSINESS

NEW BUSINESS