

The President called the meeting to order at 5 p.m. after the Invocation, given by Blake Harris, and the Pledge of Allegiance.

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

Upon motion of Dave Waddington and second of Naomi Twine, the commission voted to approve the Minutes of the March 23, 2020, meeting and suspend the formal reading. The President declared the motion passed.

City staff present: Trevor Hayberger – Law Director, Stuart Hamilton – IT Manager, Don Rumbutis – IT and Jason Werling – Recreation Program Supervisor.

City staff via telephone: Michelle Reeder – Finance Director, Eric Wobser – City Manager, Aaron Klein - Director of Public Works, Rick Wilcox – Fire Chief and John Orzech – Police Chief and Assistant City Manager and Kelly Kresser – Commission Clerk.

Dick Brady said this is the **first-ever electronic Sandusky City Commission meeting**. Commissioners and staff are in attendance at a variety of locations and we have asked the public to submit questions or comments to the Commission Clerk so they can be answered as the legislation comes up. He reminded everyone to mute their speaker until they wish to speak and noted there will be a slight delay with reception and to speak slowly and softly.

AUDIENCE PARTICIPATION

None.

CURRENT BUSINESS

Dick Brady said each of the items on tonight's Agenda require expenditures of taxpayer dollars. These dollars, and what they fund, come from a variety of different sources and it is important our residents understand how we are paying for these goods and services. We all knew the budget passed last week was not to be the final version as our financial picture is changing, and not for the better. Prior to acting on these items, Dick Brady said he thinks it is important to hear from the City Manager who, with staff collaboration, has developed a framework of how we intend to act responsibly to reduce our budget while still providing essential services and continue to plant seeds to foster economic growth in our city. To do one without the other is like burying one's head in the sand and we can only hope for the best. Eric Wobser said these are very unique times and we are fortunate, as a community, for the staff and partnerships we have had over the past several years to enter these difficult times in a stronger fiscal position than we could have at almost any other time in our recent future. This is an unprecedented time and he does not believe any of us have ever lived through anything quite like this and the quickness in which this pandemic has ground our local and national economies to a halt. Staff has been working very hard with commission guidance to look at opportunities immediately and begin holding down expenditures so as we start seeing a significant decline in revenues - which we know is coming - we will be able to face it in a stronger position than if we did 'business as usual' right now. Through March, revenues have come in strong even though the pandemic hit around March 12 and Ohio's Governor began to shut the State of Ohio down on March 16. Our expenses during March showed changes which will allow expenses to come in under budget to this point and we have a relatively strong cash position which also helps, but this will not be enough. If Cedar Point and our restaurants and retailers continue to be closed, the city will have a down year due to the delay in revenues and the specific nature of this pandemic. Staff has identified budget reductions to be made in 2020 without undoing the significant momentum created in the city over the last several years. Since the passage of Issue 8, we have dedicated resources to certain activities for things like economic development, housing remediation, rebuilding our neighborhood parks, maintenance of trees and sidewalks and resurfacing our local streets at an unprecedented level compared to what the city has been doing in the past. While we need to

reduce nearly all of these programs and the projects we will take on, we do not want to completely get out of any one of these businesses. We know the equivalent of a company completely reducing their sales teams, marketing teams, research and development teams or product pipeline during a recession only focusing on core businesses; the reality is this is a bad long-term solution. While we will see dramatic reductions and we are proposing the strides we made in these areas including recreation and community policing efforts, we do not want to get completely out of any of the new areas since the passage of Issue 8. We have looked at what reductions we can make. Nearly 60% of our total budget is our human capital including salaries and benefits for those who provide services to our citizens on a day-to-day basis. We cannot balance a budget without addressing this. We wanted to lead by example and the first thing we did was implement a ten percent wage reduction for all administrative employees making over \$70,000 working for the city beginning with the next pay period and through the end of the year. In addition, we have frozen hiring and, through attrition, vacancies created will only be filled for essential positions for the duration of 2020. In addition, administrative employees making under \$70,000 have been asked to elect one of two options: take a five percent pay reduction for the remainder of the year with an alternative of taking one furlough day per pay period; or, take a ten percent pay reduction. Most employees have elected to take a five percent reduction although there were a handful who took a ten percent reduction. We have also begun a dialogue with all three of our labor unions who contractually have a right to modify their contracts without their partnership and support. At this point, all three labor unions have elected to not take reductions, but stated as more information becomes available. They will continue to work together as closely as possible to see what options exist to achieve further reductions. Part of the challenge is our budget today does yet not reflect the declines which we know are coming based on the decrease in activity over the last 30 days. With the cuts to administrative staff, this is an annual savings of over \$100,000. In addition, every Director has been asked to sit down with their staff and go through their operation and maintenance budgets, all travel has been postponed, equipment and computer purchases or non-personnel related expenses are being ranked to either be cut immediately, cut with caution or cut as a last resort. We will look at these numbers and we believe we can achieve over \$400,000 in savings on a city-wide basis to the general fund this year. Finally, we believe we can achieve about \$1.8 million due to eliminating, reducing or looking for alternative forms of financing our programs for development, planning projects planned for this year as well as for reductions to our infrastructure investments. We have not completely wiped out the budget for any programs, but recommended delaying projects and reducing amounts in certain funds for this year along with continuing to evaluate. The goal of this first phase of savings is to provide up to nearly \$2.4 million which gives us time to watch and see the market response over the next several weeks. We have already begun to look at reductions and next may need to look at reducing staffing levels and how we would begin to do so. The identified reductions may give us several weeks to make decisions about staff as we have more information. The next phase will be to return with information for the City Commission after members of the Audit/Finance Committee have met. The Audit/Finance Committee have asked to meet once each month during this recession period. This is not a situation we like being in, but is one we have found ourselves in and we want to make sure we do so in a way which allows us to keep running while maintaining our existing momentum to come out of this in a strong place. Michelle Reeder said this is the first wave at what we are looking to do to help the budget this year as we are unsure at this point what our revenues will be. At this point, we can control our expenses and we have gotten to \$2.3 million in budget cuts initially before we have to look further. We are having daily conversations about this. Wes Poole asked for the detail work which makes up these numbers so he can understand what is being taken from development projects and the capital equipment so the commissioners know what we will provide in terms of service and progress for the city. Dick Brady said this information is already available and will be sent to the commissioners.

Upon motion of Dennis Murray and second of Wes Poole, the commission voted to accept all communications. The President declared the motion passed.

CONSENT AGENDA ITEMS

The President asked if the commissioners wished to remove any items from the Consent Agenda. Dennis Murray asked for Item A to be moved to the Regular Agenda (new Item #1 below).

A. Submitted by Jane Cullen, Assistant City Engineer**VENICE ROAD EASEMENTS TO COLUMBIA GAS FOR WEST SIDE UTILITY PROJECT**

Budgetary Information: Columbia Gas of Ohio, Inc. will be responsible for recording fees associated with filing the easement at the Erie County Recorder's Office. There will be no impact on the city's budget to approve these easements.

ORDINANCE NO. 20-063: It is requested an ordinance be passed authorizing and directing the City Manager to grant easements to Columbia Gas of Ohio, Inc. for the purpose of relocating a gas line along Venice Road necessary for the city's west side utility and connectivity improvements project; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

B. Submitted by Jane Cullen, Assistant City Engineer**VENICE ROAD RIGHT-OF-WAY DEDICATION – OWNED BY BEN B. BAILEY AND MARY J. BAILEY, TRUSTEES**

Budgetary Information: There will be a fee for the recording of the right-of-way dedication plat at the Erie County Recorder's Office which will be paid with the water fund.

ORDINANCE NO. 20-064: It is requested an ordinance be passed accepting the dedication plat and confirming the dedication to the public use as public right-of-way a portion of land north of Venice Road and west of Edgewater Avenue, with a total area of 0.1119 acres, as Venice Road right-of-way, as set forth on the dedication plat; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

C. Submitted by Jane Cullen, Assistant City Engineer**VENICE ROAD RIGHT-OF-WAY DEDICATION – OWNED BY TOFT DAIRY, INC.**

Budgetary Information: There will be a fee for the recording of the right-of-way dedication plat at the Erie County Recorder's Office which will be paid with the water fund.

ORDINANCE NO. 20-065: It is requested an ordinance be passed accepting the dedication plat and confirming the dedication to the public use as public right-of-way a portion of land north of Venice Road and west of Edgewater Avenue, with a total area of 0.2364 acres, as Venice Road right-of-way, as set forth on the dedication plat; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

D. Submitted by Josh Snyder, Assistant City Engineer**CHANGE ORDER WITH BAUMANN ENTERPRISES, INC. FOR WATER TOWER DEMOLITION (DEDUCT ONLY)**

Budgetary Information: Change Order #1 and final is a deduction of \$5,000 which will revise the original contract amount of \$83,480 to \$78,480 and will be paid entirely with the city's water fund.

ORDINANCE NO. 20-066: 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 Baumann Enterprises, Inc., of Garfield Heights, Ohio, for the Cedar Point Chaussee water tower demolition project; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

E. Submitted by Aaron Klein, Director of Public Services**GRANT APPLICATION TO ODOT FOR SAFETY IMPROVEMENTS PROJECT**

Budgetary Information: The total project cost, including inflation for the state's fiscal year 2024 is \$6,676,400. The grant application request for those items recommended in ODOT's safety study is \$6,342,580 (95%). The city's share would be \$333,820 (5%). It is unknown how these funds would be divided annually until the final project award is granted because a portion will be needed for design and other aspects. Staff will seek to leverage funding from private sources for construction, like Metropolitan Planning Organization funding, the Ohio Public Works

Commission, and any other potential revenue stream available at the time. Funding distribution will be explicit prior to construction.

RESOLUTION NO. 013-20R: It is requested a resolution be passed authorizing the filing of a grant application with the Ohio Department of Transportation for financial assistance through the Highway Safety Improvement program to the Cleveland Road roundabout and safety improvement project; and declaring that this resolution shall take immediate effect in accordance with Section 14 of the city charter.

F. Submitted by Jason Werling, Recreation Superintendent

GRANT APPLICATION TO ERIE METROPARKS FOR RECREATION DEPARTMENT

Budgetary Information: The Sandusky Recreation Department is applying for two of the three levels of grant funding with priority to the mid-level.

- Level I (up to \$1,000) – Funds to assist the purchase of a Gaga Pit game for use outside the Recreation Department’s offices at 222 Meigs Street later this summer.
- Level II (between \$1,000 and \$3,000) – Funds to assist in the purchase of three stencils of the United States map, World map and State of Ohio map for use on the basketball court surfaces in several parks throughout the city.
- Level III (over \$3,000 and not to exceed \$10,000) – No grant funding requested at this level.

RESOLUTION NO. 014-20R: It is requested a resolution be passed authorizing the submission of a grant application to the Erie MetroParks Board of Park Commissioners for financial assistance through the 2020 local park capital improvement grant program for the Recreation Department; and declaring that this resolution shall take immediate effect in accordance with Section 14 of the city charter.

G. Submitted by Kelly Kresser, Commission Clerk

TRANSFER OF LIQUOR PERMIT FOR MORAN FOODS, LLC dba SAVE A LOT

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

The city is in receipt of a Notice to Legislative Authority from the Ohio Division of Liquor Control for a new C1 (*beer only in original sealed container for carry out only*) liquor permit for Moran Foods LLC dba Save A Lot #8084, 709 West Perkins Avenue. It is requested the Commission Clerk be authorized to notify the Division the city does not request a hearing on this matter.

H. Submitted by Kelly Kresser, Commission Clerk

TREX LIQUOR PERMIT FOR NEW BEGINNINGS ENTERPRISES, INC. dba TEN FIFTY EIGHT EVENT CENTER

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

The city is in receipt of a Notice to Legislative Authority from the Ohio Division of Liquor Control for D5 (*spirituous liquor for on premises consumption only, beer, wine and mixed beverages for on premises, or off premises in original sealed containers until 2:30 a.m.*) and D6 (*sale of intoxicating liquor on Sunday between the hours of 10 a.m. or 11 a.m. and midnight*) liquor permits for New Beginnings Enterprises, Inc. dba Ten Fifty Eight Event Center, 1058 Cleveland Road. It is requested the Commission Clerk be authorized to notify the Division the city does not request a hearing on this matter.

I. Submitted by Kelly Kresser, Commission Clerk

TRANSFER OF LIQUOR PERMIT FOR RAINBOW KITTEN ENTERTAINMENT LLC dba CROWBAR

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

The city is in receipt of a Notice to Legislative Authority from the Ohio Division of Liquor Control for the transfer of D5 (*spirituous liquor for on premises consumption only, beer, wine and mixed beverages for on premises, or off premises in original sealed containers until 2:30 a.m.*) and D6 (*sale of intoxicating liquor on Sunday between the hours of 10 a.m. or 11 a.m. and midnight*) liquor permits for Rainbow Kitten Entertainment LLC dba Crowbar, 206 West Market Street. It is requested the Commission Clerk be authorized to notify the Division the city does not request a hearing on this matter.

Upon motion of Mike Meinzer 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 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: Mike Meinzer, Dave Waddington, Wes Poole, Blake Harris, Dennis Murray, Dick Brady and Naomi Twine, 7. Roll call on the ordinances and resolutions: Yeas: Mike Meinzer, Dave Waddington, Wes Poole, Blake Harris, Dennis Murray, Dick Brady and Naomi Twine, 7. The President declared the ordinances and resolutions contained in the Consent Agenda passed in full accordance with the city charter.

REGULAR AGENDA

SECOND READING

ITEM #1 - Submitted by Josh Snyder, Assistant City Engineer

CONTRACT AWARD TO PRECISION PAVING, INC. FOR 2020 LOCAL STREET RESURFACING PROJECT

Budgetary Information: The total cost of the project based on the construction bid is \$1,119,450.79 which will be funded by \$300,000 in street funds, \$699,450.79 in capital projects funds, \$100,000 from the sewer fund and the remaining \$20,000 will come from the water fund.

ORDINANCE FAILED TO PASS: It is requested an ordinance be passed authorizing and directing the City Manager to enter into a contract with Precision Paving, Inc., of Milan, Ohio, for the 2020 local street resurfacing project.

Discussion: Dennis Murray said he would like a little bit of time to see where this economic and health crisis is going to go so we can consider whether we want to expend this money this year or next. It would certainly be a possibility we would proceed with this project and he does not want to see the city stop all progress on streets. There is another item on tonight's Agenda (Item #6) which is critical for us to approve. We have the ability to finance this work as opposed to paying cash for it. We have the opportunity to borrow money at virtually no cost in terms of interest rates. Also, given the way this project was bid, we only had one bidder and it was done at a very busy time in our economy but the world has changed. It is his hope and belief we could potentially fund this over a five-year period as opposed to doing it all now and get it done at a much better price. This will also give us a bit of time to consider what we want to do. Dennis Murray said he would oppose approving this now because he wants to preserve these dollars but thinks in the very short-term future we might consider this again. He would like to put this bid behind us and take a look at some better options for the future. Dick Brady said this is a very important piece of legislation and paving our city streets is long overdue. Unfortunately, this represents a \$700,000 expenditure from our general fund. He has had arduous discussions with Aaron Klein about what projects we can afford to postpone and ones we cannot at this point in time. There are not a lot of \$700,000 general fund opportunities we can set aside, even if it is just for the moment. He likes the concept of bonding a project like this over a five-year period at a very low interest rate which may even allow us to expand a project to include more city streets and supports not moving forward with this legislation. Dave Waddington asked if this will be placed on the backburner for 30 days and then brought back. He is hopeful, by then, this virus situation will look a lot better for us going forward. Dennis Murray said he would like to take a pause and see where we are in late May or early June. We still need to do this, but the ability to do so at a better price and on a broader basis and finance it at a very low interest rate is an option we may want to take a look at. For this reason, he will vote 'no' as he is opposed to tabling this. This is the proper way to proceed and still allow us the option. Eric Wobser said the Directors are in concurrence with this idea. This is something we absolutely want to do, but supports a 'no' vote tonight to allow staff to bring this back in a revised form as soon as possible and to allow more flexibility. Wes Poole said this gets to what we will probably be discussing in detail going forward and what our priorities are. He needs more convincing and said Issue 8 was passed to repair our roads and streets and suggested we find another way to cut \$700,000 in our \$22 million budget rather than putting off fixing roads. This is not a significant amount of money in a \$24 million budget. He is in favor of going forward with this unless someone comes up with something other than saying we are going to look at this. This takes us back to 2008 when we put everything on hold and did not take care of our roads and put our community into a situation where we were no longer the place people wanted to come to live. If we do not provide the necessary services, people will never get out of this and the population would continue to slip.

This is a big decision. At the last meeting, the commissioners fought very hard and insisted on spending one percent of our admissions tax on public art and now we are saying we should do away with our road projects. He encouraged his fellow commissioners to say we need to do this and we will find someplace else for reductions. Naomi Twine said she understands this perspective to continue this project, but also understands the need to be prudent regarding this expenditure. We are in some challenging times and do not know how long we will be in this situation. She appreciates the collaboration of city staff and supports holding off with this and looking at other ways to possibly fund construction over a longer period of time. It is a bit frustrating to have this legislation be presented and ready for finalization and stopping it all of a sudden. We should continue to look for a way to fund this whether through a bond issue or considering this again when this pandemic is over.

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

ITEM #2 - Submitted by John Storey, Economic Development Specialist

ENTERPRISE ZONE AGREEMENT WITH FOR FEICK BUILDING, LLC, 158 – 160 EAST MARKET STREET

Budgetary Information: The project will have an ongoing positive impact on the general fund as 25% of the increase in assessed value will be subject to real estate taxes during the abatement period. The project will also help sustain employment in the local economy and will create a minimum of 111 permanent full-time positions, once the building is fully leased, subject to city income tax. The project is located in the downtown Tax Incremental Financing district and all new real estate taxes generated from the project for a period of 30 years will be deposited into that fund for infrastructure improvements.

ORDINANCE NO. 20-066: It is requested an ordinance be passed authorizing and directing the City Manager to enter into an enterprise zone agreement with Feick Building, LLC, relating to property located at 158 – 160 East Market Street, and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Mike Meinzer and second of Dave Waddington, the Commission voted to approve this ordinance under suspension of the rules and in accordance with Section 14 of the city charter.

Discussion: Dennis Murray said he really struggled with this piece of legislation and thinks, in a lot of ways, the vote says a lot about what we are going to do going forward as a city and as a commission and what kind of policy directive and hope we want to provide to our residents at the other side of this crisis we are in the middle of. At first, he thought the optics of this were strange and wondered why we would be proceeding with this right now. The answer is this is our job and our obligation. We have an obligation to make sure there are jobs and tax revenues when we come out of this. There will be people who will misrepresent the city could use these funds to support our general obligation, but this is just not true. These are tax incremental financing (TIF) dollars which cannot be spent on parks, police or fire services and if someone did so they would go to jail. He thinks we have to find the right balance moving forward to plan for our future at the other side of this crisis and be able to manage our expenditures today. We have an opportunity to stimulate our local economy and the tax base with TIF dollars going forward and this is the right thing for us to do. Naomi Twine said we are in a position to make some difficult decisions because we do not know what the future holds. She supports the fact we do need to continue to support our local businesses and supports this legislation. She believes, at some point in time, we may not get back to the way things were, but we need to be looking at the here and now as well as trying to have foresight to also present the foundation base with the progress we have made. Wes Poole asked if staff has done the research and asked if there is concern about the Chesapeake TIF making the payments for this. Eric Wobser said property taxes, in general, are not impacted by any recession in the short-term. The Chesapeake TIF has performed very well for a long period of time and we do not believe this would be in question and we have great

confidence in it. Wes Poole said his specific concern is this property is made up of a mix of rentals, second homes and some who live here continuously. As long as we have taken the impact a change in the tourism environment has into consideration and sustaining this property is what he wants to hear. If the rental income does not come back this year, it may have an impact and he wants to make sure this has been factored in to support the legislation. Eric Wobser said hospitality and tourism is going to be impacted by the current changes in the market in the short term. Because of the diversity and uses in this building which include year-round homeowners, transient rental and some who use this as a vacation home, it is unlikely people would default on a property or that taxes would decrease significantly in a short-term recession. Property tax is a more resilient funding stream and if this were all based on lodging taxes, we could see this dive this year. The Chesapeake building was up, for sale, and occupied during the last recession and we have seen nothing but an upward trajectory. We should monitor this, but there is no long-term concerns on our end that the TIF is in danger of not performing.

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

GRANT AGREEMENT FOR FEICK BUILDING, LLC, 158 – 160 EAST MARKET STREET

Budgetary Information: The city will be responsible for providing a total of \$1,300,000 in grant proceeds from the capital projects fund to be payable in three disbursements:

- \$500,000 within 30 days after full execution of this agreement;
- \$500,000 upon completion of all envelope improvements, including, but not limited to new and/or renovation of the roof, windows, doors, tuck pointing, and ground floor facade, completed to the satisfaction of the city pursuant to inspection by the city’s Chief Building Official or his designee; and
- \$300,000 upon completion of white box improvements, completed to the satisfaction of the city pursuant to inspection by the city’s Chief Building Official or his designee.

The city intends to finance this amount through the issuance of urban renewal revenue notes or bonds. These notes or bonds will use proceeds from the Chesapeake TIF to pay such debt service.

ORDINANCE NO. 20-067: It is requested an ordinance be passed authorizing and approving a grant in the amount of \$1,300,000 to Feick Building, LLC, in relation to the property located at 158 – 160 East Market Street; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

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

ITEM #4 – Submitted by Aaron Klein, Director of Public Works

CONTRACT WITH ODOT FOR URBAN PAVING PROJECT

Budgetary Information: The final engineer’s estimate of \$2,145,792.42 of which the city’s portion is \$1,074,955. This cost increased by \$208,444.85 since the City Commission passed Resolution 011-19R on March 11, 2019, which was based on preliminary design. These estimates are prepared by ODOT’s central office based on final plan design and are non-negotiable for the project to move forward. The five-year capital improvement plan breaks down payment accordingly:

ODOT	\$1,070,837.42
Capital Funds (street)	830,602.00

Street Funds (new gas tax)	110,000.00
Sewer Funds (storm Sewer - catch basins)	40,000.00
Sewer Funds (sanitary - manholes)	35,000.00
Water Funds (valve boxes)	30,000.00
Issue 8 Funds (street)	<u>29,353.00</u>
Total	\$2,145,792.42

ODOT's policy is to collect the full payment from the local agency prior to entering into an agreement with the low bidder. They have requested payment and all documentation no later than April 17, 2020. The amount requested from ODOT is based on the final design, whereas Ordinance 011-19R was a budgetary number based on preliminary design.

ORDINANCE NO. 20-068: It is requested an ordinance be passed authorizing and directing the City Manager to enter into a contract with the Director of the Ohio Department of Transportation for the ODOT resurfacing, urban paving City of Sandusky project; 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 Dave Waddington, the Commission voted to approve this ordinance under suspension of the rules and in accordance with Section 14 of the city charter.

Discussion: Aaron Klein said this project includes just over \$1 million of city funds and is basically split in several different ways. There have not been many changes made since the design process with ODOT one year ago. We added a little bit of concrete work and apron work on some of the side streets within the Cleveland Road right-of-way. The ODOT district office submitted the design to the central office and the final design increased \$200,000 for the city portion from last year. All of State Route 6 will be resurfaced from the east corporation limit to the Tiffin Avenue underpass so it includes Huron Avenue, Cleveland Road and Washington Street. There is quite a bit of work needing to be done for \$1 million and essentially the project is going to be split halfway between the city and ODOT. There is road resurfacing, concrete repairs and the portion of concrete on Milan Road from the overpass, around the turn and up to Cleveland Road. In looking at the projects discussed tonight, this is one which ODOT has scheduled to be bid out next week. With the oil prices where they are right now, it is anticipated we could be getting some really good pricing. Fortunately, we were really good at bidding projects early this year, but oil prices have dropped significantly so hopefully ODOT can get better pricing when they do the project. The city must provide them with its share this week in order to do the project; in the end, when the final numbers are calculated, they will provide reimbursement or ask for additional money. Dave Waddington asked if the Tiffin Avenue portion will involve work near the underpass. Aaron Klein said this project includes the underpass, but it not work along the side walls; ODOT did not want to get the railroad involved. This is strictly for resurfacing of the roadway. He asked ODOT if the second lane could be extended between the underpass and Venice Road because people like to beat the traffic, but they said they could not include this in the project because of their funding sources. Dave Waddington said the turn on Tiffin Avenue heading into downtown was of concern to him. Aaron Klein said ODOT gets graded on an annual basis and if any of these projects are delayed for any reason, these grades get passed onto the municipality and points may be lost on future applications. If we were to back out of this project at this point, we would be docked points on future applications. We have already submitted a couple of applications to the MPO and they are already talking about potential stimulus dollars coming from the federal government through ODOT and want to make sure we do everything we can to keep this relationship good. Dennis Murray said we have ample dollars now to fund and bond this. A couple of years ago we were talking about historically low interest rates but they are now even lower still. This allows us to move forward with this important project while conserving cash and managing cash flow until such time as we are a little bit more stable and begin to see revenues return. There is a difference between property taxes and other revenue sources, but our major sources of revenue are income tax, admissions tax and lodging taxes which will be significantly impacted whereas Townships are mostly funded by property taxes which are remarkably stable during times of economic crisis. This is a way to proceed with some important projects and still manage our cash flow. Some folks will point to the city's excess debt, but we have very little debt obligated by the general fund. Some of the city's debt is funded by general obligation bonds, but

the vast majority of our bonds are funded by our water and sewer users. The state has a cap in terms of how much general obligation debt a city is allowed to have and TIF bonds are outside of this and are an entirely different funding stream. This is a great time to take advantage of the fact that as a city, we have narrowed down our debt and know we have debt capacity now at an important point in time and this is the time to take advantage of our capacity because we will get historically low prices and interest rates, and can continue to provide economic stimulus to our local economy. Wes Poole said this is an excellent point and asked staff, moving forward, to provide the commissioners with what the total will be. Doing one little project at a time and two weeks later having another bond is impossible for anyone to keep track of. We should include what is projected for the next several years if this is how far our line of sight is for these bonds. He does agree this is the time to borrow money if we are going to, but does not want to end up looking back eight months to one year from now without having looked at how many we intended to do in the long term.

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

ITEM #5 – Submitted by Aaron Klein, Director of Public Works

MEMORANDUM OF AGREEMENT WITH ERIE SOIL & WATER FOR ANNUAL FEE

Budgetary Information: The annual amount under the previous contract was \$10,000 each year. For continued participation with the Erie County NPDES Phase II program, annual amounts which are paid with storm water funds are as follows:

2020 and 2021	\$13,000/year
2022 and 2023	14,000/year
2024	15,000/year

If payment is received in full by May 1 of each year, the Erie Soil & Water Conservation District will receive matching dollars from the State of Ohio, which allows each participant's costs to be what is listed in their individual agreement.

ORDINANCE NO. 20-069: It is requested an ordinance be passed authorizing and directing the City Manager to enter into a Memorandum of Agreement with the Erie Soil & Water Conservation District for participation in the Erie County National Pollutant Discharge Elimination System Phase II program; authorizing and directing the City Manager and/or Finance Director to expend the necessary funds for participation; and declaring that this ordinance shall take immediate effect in accordance with section 14 of the city charter.

Upon motion of Dave Waddington and second of Wes Poole, the Commission voted to approve this ordinance under suspension of the rules and in accordance with Section 14 of the city charter. Roll call on the motion: Yeas: Mike Meinzer, Dave Waddington, Wes Poole, Blake Harris, Dennis Murray, Dick Brady and Naomi Twine, 7. Roll call on the ordinance: Yeas: Mike Meinzer, Dave Waddington, Wes Poole, Blake Harris, Dennis Murray, Dick Brady and Naomi Twine, 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 Todd Gibson, Facilities & Properties Supervisor

PURCHASE OF NEW BOBCAT TRACK LOADER FROM STREAKER TRACTOR SALES, INC. FOR SEWER MAINTENANCE

Budgetary Information: The total cost of the Bobcat is \$62,968.42 and will be paid from sewer funds which will be budgeted in the 2020 Capital Improvement Plan and have been accounted for in the 2020 rate review. It was listed in the 2019 Capital Improvement Plan as well.

ORDINANCE NO. 20-070: It is requested an ordinance be passed authorizing and directing the City Manager to purchase a 2020 T770 T4 Bobcat compact track loader from Streaker Tractor Sales, Inc. of Fremont, Ohio, through the State of Ohio Department of Administrative Services cooperative purchasing program for the Sewer Maintenance Division; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Mike Meinzer and second of Naomi Twine, the Commission voted to approve this ordinance under suspension of the rules and in accordance with Section 14 of the city charter. Roll call on the motion: Yeas: Mike Meinzer, Dave Waddington, Wes Poole, Blake Harris, Dennis Murray, Dick Brady and Naomi Twine, 7. Roll call on the ordinance: Yeas: Mike Meinzer, Dave Waddington, Wes Poole, Blake Harris, Dennis Murray, Dick Brady and Naomi Twine, 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 motion of Dave Waddington and second of Wes Poole, the commission voted to accept a donation in the amount of \$10,000 from the Randolph J. and Estelle M. Dorn Foundation for the purchase of body-worn cameras for the Police Department. The President declared the motion passed.
- Upon motion of Naomi Twine and second of Wes Poole, the commission voted to accept the donation of a \$500 Gift Card from Target to be used for the purchase of supplies needed in the Police Department due to the pandemic. The President declared the motion passed.
- Upon motion of Naomi Twine and second of Dave Waddington, the commission voted to accept a donation of 36 Tyvek suits and 50 masks from Mike McCall with Habitat for Humanity. The President declared the motion passed.
- Upon motion of Dave Waddington and second of Mike Meinzer, the commission voted to accept a donation of N95 masks from Scott Kresser. The President declared the motion passed.
- Upon motion of Naomi Twine and second of Blake Harris, the commission voted to accept the donation of one gallon of disinfectant from MAD Cleaning. The President declared the motion passed.
- Upon motion of Mike Meinzer and second of Wes Poole, the commission voted to accept the donation of ten pounds of wildflower mulch, fertilizer and seed mix that is butterfly and hummingbird-friendly to be spread over approximately 1,000 SF. The President declared the motion passed.
- Upon motion of Naomi Twine and second of Blake Harris, the commission voted to accept a donation in the amount of \$1,912 from Carol Steuk for the purchase of a memorial bench in memory of William Charles Steuk to be installed in Washington Park near the corner of Washington Row and Wayne Street. The President declared the motion passed.
- Upon motion of Naomi Twine and second of Blake Harris, the commission voted to accept an in-kind donation of grow light fixtures for the City Greenhouse from the Erie County Sheriff's Office (\$500 value). The President declared the motion passed.
- Upon motion of Naomi Twine and second of Blake Harris, the commission voted to accept a \$50 donation in memory of Skip Todi from Hank Solowiej for the Park and Recreation fund. The President declared the motion passed.
- Eric Wobser said Lt. Dawn Allen's scheduled training at the FBI Academy scheduled to begin on March 30 has been postponed due to the COVID-19 pandemic and will be re-scheduled at a later time.
- **Officer David West is retiring from the Police Department** effective April 15, 2020. We congratulate and thank him on his 28 years of service to the city.

- The **Sandusky Fire Department has been participating in the OHgo parade with a fire truck** which is held on Sundays. The parade goes through Sandusky streets spreading cheer as OHgo passes out items to the community.
- The **municipal income tax filing deadline has been extended** until July 15, 2020.
- The city will **no longer have an employee available to assist with filing municipal income taxes**. For income tax assistance, residents can contact the Regional Income Tax Agency at 1.800.860.7482 or visit their website, www.ritaohio.com. Tax payments can also be made at the Customer Accounting Office in City Hall located at 240 Columbus Avenue.
- **Water and sewer bills can be paid** by visiting the city's website, www.cityofsandusky.com/BillPay using one of the following options:
 1. Automatic Bill Pay (ACH) is available and free. ACH is where the monthly bill amount comes directly out of a bank account at no cost. Just fill out the ACH form and return it along with a deposit slip or voided check from a bank account. Documents can be returned by placing them in the drop box located on East Washington Row and Columbus Avenue.
 2. Pay online by clicking 'View' or 'Pay Your Bill Online'. Register for an account or sign in. Customers can also choose to pay online with one-time pay and registration is not required. There is an online service fee of \$3.25 for online bill pay.

Those who prefer paying with a check can use the drop box located curbside at the corner of East Washington Row and Columbus Avenue (no coins), or mail payments to 240 Columbus Avenue, Sandusky, OH 44870. Call 419.627.5893 between the hours of 7 a.m. and 5 p.m., Monday through Friday, to talk with a Customer Accounting Office representative.

- Due to **COVID-19, Republic Services has suspended the city yard waste program until further notice** so their essential staff can focus on trash collection at this time. Republic Services will notify the city two weeks prior to when the service will start up. In the meantime, anyone who signed up for the yard waste service will not be billed until it begins. For questions or concerns, please contact Customer Accounting at 419.626.5893
- **Upon motion of Dave Waddington and second of Dennis Murray, the commission voted to allow staff to submit an application to the National Fish & Wildlife Federation regarding the Cedar Point Causeway wetlands project.**

Discussion: Eric Wobser said in conjunction with ODNR, staff is planning to submit a two-page pre-application to the National Fish and Wildlife Federation for maintenance and environmental monitoring of the Cedar Point Causeway wetlands project. If the short application is accepted by the committee, staff would seek formal approval from the City Commission to submit the full application and will provide all details at that time. Staff received notice of this pre-application last week.

The President declared the motion passed.

- Even with everything else going on these days, **construction season has still arrived**. There are several major sewer, water and street projects taking place throughout the city this year. Please respect the lives of construction workers trying to improve the infrastructure in our community and be mindful of work zones. A map of all road closures and detours is available on the city's website and updated weekly. Specific project-related updates continue to be provided to affected stakeholders.

- Various Divisions have begun **seasonal preparation** throughout the city. This includes installation of docks and buoys, placement of traffic calming measures for state routes and neighborhoods, activation of some park fountains, delivery of portable restrooms and more frequent waste collection in the downtown business district. To report an issue or for questions or concerns, please call 419.627.5829. Please note that drinking fountains will not be installed and restroom buildings will not be opened until the COVID-19 threat is removed.
- **Docks will be installed at the Shelby Street Boat Ramp** on April 17.
- Water crews have commenced **flushing fire hydrants**. Periodic flushing of water mains is required to ensure high-quality water. Weekly flushing locations are available via Public Works construction and service updates on the city's website. For questions, contact Water Distribution at 419.627.5805.
- Code Compliance crews have begun **seasonal lawn maintenance at city-owned land bank lots** to get a jump start on the growing season. Crews will start with city-owned lots and then move to privately-owned lots and properties which have grown over eight inches in height at the appropriate time. Residents are encouraged to call the Code Compliance Division at 419.627.5913 to ensure non-compliant properties are added to the mowing list and prioritized.
- April 3 marked the last day of **Scott Schell's employment with the City of Sandusky's Community Development Department** as Contract Administrator for the Erie County Land Bank (ECLB). Per the city's agreement with the ECLB, the partnership was only to last until the grant closed out of the Neighborhood Initiative program which occurred this spring. We wish Scott all the best moving forward and thank him for all of his work and passion on advancing the city's aggressive blight elimination and neighborhood stabilization efforts. With the Neighborhood Initiative program grant now closed, results of the grant management included: \$952,207.37 in total grant expenditures, 61 total properties demolished (totaling 93 units) and 53 of the 61 properties in the City of Sandusky, or nearly 90%.
- The **Planning Commission** meeting scheduled for April 22 will be held remotely at 4:30 p.m.
- The **Board of Zoning Appeals meeting** for April has been cancelled.
- The **Landmark Commission meeting** scheduled for April 15 will be held remotely at 4:30 p.m.
- The **Public Arts and Culture Commission meeting** for April has been cancelled.
- **Remote meetings will be streamed live** on the City of Sandusky Facebook page: <https://www.facebook.com/cityofsandusky/>. The application materials and staff reports will be available online prior to the meetings.

OLD BUSINESS

Dave Waddington said he thinks now, more than ever, the **Census will be vital for Sandusky**. He does not want the city to become handcuffed for the next ten years. We need to have every citizen in our community counted because it could cost us big bucks. He does not want the city to lose any money and there are effects if we fall below 25,000 persons. Dennis Murray said it would potentially have a major impact to the city on a couple of different levels. It is critically important everyone is counted. Our community does not have the communications resources with internet being as prevalent as it is in other communities and we are more at risk than most communities. We need to work to get people to complete the census and our local committee and its volunteers have been very active with this effort. It would be good to get an update from

them as to where we are and what additional efforts we might be able to put toward this. Dave Waddington said his concern with this virus is a lot of people are hunkered down, will not answer their doors and it can be done online. If we miss 500 to 1,000 people and our population drops below 25,000, this is big money and would be a catalyst for change would last for the next ten years. Dennis Murray said it may be appropriate to ask the local Census Committee members to provide a post-COVID-19 update with plans. We perhaps need to have a phone bank calls or other ways to make sure people are counted. Dick Brady said the federal government is going to extend important deadlines such as tax collections and wonders if there has been any indication the Census deadline will also be extended. Eric Wobser said he believes the deadline currently is July 31 which hopefully will give us some time after the COVID-19 has started to decline. It is a really good idea to continue to be aggressive with our committee and talk about how we count everyone. Dick Brady said he is not opposed to a reminder or marketing effort to do this and it is critically important to weigh the cost of a small marketing effort against the potential dollars in lost revenue. Eric Wobser said there has been pretty significant marketing already with the Census, but he believes it has been disrupted by COVID-19. We had some competitions with nearby communities scheduled to take place and some other marketing efforts which have been derailed. Those on the local committee have been working very hard and we will continue to do so and be even more creative.

NEW BUSINESS

Dick Brady **thanked Stuart Hamilton and Jason Werling for tonight's flawless presentation** as they are responsible for its success. They guided the commissioners and staff through this process and thinks it has gone well. From his own perspective, Dick Brady said he does not like it, and he would rather be sitting in a room with everyone. It appears this may go on for a short while yet, but is hopeful to continue with this method for only as long as we have to. When we return to City Hall, we will have a more active meeting and return to having audience participation.

ADJOURNMENT

Upon motion of Dave Waddington and second of Wes Poole, the commission voted to adjourn at 6:17 p.m. The President declared the motion passed.



Kelly L. Kresser, CMC
Commission Clerk



Richard R. Brady
President of the City Commission