

President Dan Kaman called the meeting to order at 5 p.m. Julie Farrar gave the **Invocation**, followed by the **Pledge of Allegiance**.

The Clerk **called the roll** and the following Commissioners responded: Julie Farrar, Pervis Brown, Dan Kaman, John Hamilton and Kim Nuesse.

Upon motion of Julie Farrar and second of Kim Nuesse, the Commission voted to excuse Dave Waddington and Brett Fuqua from the meeting. All Ayes. The President declared the motion passed.

Upon motion of Pervis Brown and second of Kim Nuesse, the Commission approved the minutes of the April 26, 2010 meeting and dispensed with the oral reading of the minutes. All Ayes. The President declared the motion passed.

Dan Kaman welcomed three members of Boy Scout Troop 44 who were in attendance for a project with their Troop.

George Poulos, Chief Building Official, provided an update regarding **the marina project for The Paper District**. George Poulos said he is pleased to report the necessary documents have been signed by the Corps of Engineers to modify our permit and allow the Hoty's to continue working on the development. The contract is being written and a first draft should be ready for a June 1 "shovel in the ground" date. George Poulos said the necessary documents will be coming to the City Commissions for approval prior to this date. Don Icsman said he wanted the Commissioners to be aware of the status of this project and said legislation will be presented for the regular session on May 24. Dan Kaman said a meeting was held recently with officials from the Ohio Department of Development to answer questions about the EPA "No Further Action" letter; he said we are fine with our environmental consultants. George Poulos said this major hurdle with the Corps of Engineers culminated in a conference call last week with positive results; they asked for documents to be returned which have since been sent. He said there are only a couple of other minor glitches but stated we are 85% – 95% complete with these and they are normal with this type of project.

Under **Audience Participation**, the following persons offered their comments:

John Ginty, 5055 Providence Drive, asked for more investigation for Item #1 concerning the study for the Vermilion River. He asked about the monetary savings (Item #3) for the maintenance agreement with the Ohio Department of Natural Resources (ODNR) for State Route 2. He asked for a closer look to be taken at Item #4. He asked about the demolition of the structures proposed in Item #5.

Sharon Johnson, 1139 Fifth Street, asked if Item #6 was revised after the Public Hearing was held at the last regular session of the City Commission. Dan Kaman said this has not been amended. Sharon Johnson asked if the City Commissioners were going to vote on the study for \$63,000 and Dan Kaman said the presentation on the Agenda tonight will address this study.

Wesley Poole, 1939 East Oldgate, asked if the money allotted for youth recreational programming had been adjusted from \$1,000. Dan Kaman said most of the funding the city uses for recreation is received from other funding sources, including grants. He said examples of this are several pieces of new play equipment, the Huron Park Splash Pad and the splash pad proposed for Lions Park. Wesley Poole stated there is a difference between offering programs or physical equipment.

Dennis Timple, 553 Bimini Drive, said the legislation for Item #2 is a contentious one and causes a situation whereby merchants face direct competition right in front of their respective businesses and the closure of Shoreline Drive should be corrected (changed).

Kim Nuesse then gave a **presentation about a Comprehensive Analysis for the Sandusky Police and Fire Departments**. She outlined the problems needing to be addressed including 1) falling revenues; 2) 74% of General Fund payroll earmarked for Police and Fire and increasing; 3) the population decline; 4) loss of business; 5) increased demand for services; and, 6) the reduction of staffing levels without the benefit of an independent analysis. She said the average cost for a Fire Fighter, with benefits, is \$90,000/yr. while the average cost for a Police Officer, with benefits, is \$85,000/yr. Manning one position 24/7, 365 days per year costs the city approximately \$500,000 annually. Hank Solowiej provided information regarding the distribution of General Fund for payroll in the Police and Fire Departments:

	<u>Police & Fire</u>	<u>Other Departments</u>
2008 (Actual)	70%	30%
2009 (Actual)	72%	28%
2010 (Budget)	74%	26%

Hank Solowiej pointed out the increasing costs or percentages for Police and Fire in spite of the staff reductions. He said these included the amounts transferred from the pension fund and include wages, benefits and any payroll related expenses.

Kim Nuesse said the goals in providing this analysis of our safety services are to:

- 1) Identify strengths and opportunities to increase community confidence;
- 2) assess facilities and technology to maximize their use and potential;
- 3) streamline operations – organizational structure and risk analysis.

Kim Nuesse identified the following needs to be addressed through this analysis:

- 1) Objective assessment;
- 2) options available to reduce costs while not affecting the level of service(s) provided;
- 3) workload analysis (emergency vs. non-emergency call volume);
- 4) staffing analysis;
- 5) comprehensive operational analysis;
- 6) reduce future costs for safety services and potential alternative delivery systems.

Paul Ricci then spoke about the Center for Public Safety Excellence (CPSE) Commission on Fire Accreditation International (CFAI) and what this organization could do for Sandusky in our continuing climate of declining revenues. Paul Ricci said the CPSE is a 501 (c) (3) non-profit organization that, for more than a decade, has helped local public safety agencies around the world to streamline and improve the services they provide to their communities. The CPSE and CFAI will:

- 1) Provide a comprehensive self-assessment/evaluation model;
- 2) allow the examination of past, current and future service levels and performance;
- 3) comparison to “Best Practices”;
- 4) lead to improvement in service delivery;
- 5) determine community risk and safety needs;
- 6) evaluate the performance of the department;
- 7) establish a method for achieving continuous organizational improvement.

Paul Ricci said the benefits of the CFAI are to provide a comprehensive self-assessment to promote excellence and encourage quality improvement by enabling fire and EMS agencies to:

- 1) Provide a detailed evaluation of the services they provide to the community;
- 2) Identify areas of strength and weakness within the department;
- 3) create methods or systems for addressing deficiencies while building organizational success;
- 4) provide a forum for the communication of organizational priorities;
- 5) foster national recognition by colleagues and the public;
- 6) create a mechanism for developing strategic and program action plans.

Performance evaluation categories include: assessment and planning, essential resources, external systems relations, financial resources, goals and objectives, governance and administration, Human Resources, physical resources, programs, training and competency and Paul Ricci said this is the best means to use. Paul Ricci said the accreditation costs include an initial \$500 for registered agency status, \$5,000 for an applicant agent status, \$5,000 - \$7,000 for candidate agency status and a contribution of \$1,000 annually to maintain an accredited agency status. The total cost over a five-year period would be \$17,000.

Paul Ricci then introduced Captain David Dauer of the Toledo Fire Prevention Bureau to provide some insight into the Toledo Fire Division’s experience with CFAI. Captain Dauer said he has been with the Toledo Fire Division for 31 years, the last 17 of which were in Administration. He provides supervision for the Fire Prevention Bureau and is the Accreditation Manager. He stated Toledo is similar in many ways to Sandusky and said Toledo had a \$48 million deficit going into 2010. In spite of this, he said the city has chosen to stay involved in the accreditation process as the benefits are huge. He said the CFAI is a performance based module and Toledo has been a registered agency since 1998 but have been turned down two or three times; he said they were accredited again last year. He said he has been involved

with consultant reports and analysis but none have matched what the CFAI program has provided for the City of Toledo. He said this is a performance based module covering one hundred percent of what the Fire Department does. Captain Dauer said the difference between consultants and reports vs. an accreditation can be related to the Chinese proverb: *"Give a man a fish you will feed him for a day; teach a man to fish and you will feed him for a lifetime"*. This is a comprehensive self-assessment and a model for the department to improve professionalism while enhancing service delivery. It will determine risks and performance needs and provide methods for continuous improvement. The program covers ten categories from assessment to providing goals and objectives for fire programs. He said the accreditation is on the *process* itself to appraise and compare strengths and weaknesses and has created a far better department than what was in existence in 1998. Captain Dauer said Toledo is hosting a workshop in September and that Sandusky could participate. Kim Nuesse asked how much money Toledo actually saved through this process and Captain Dauer said he did not have exact numbers, but there have been different ideas that have come out of the process to generate money for the city. One idea implemented was to bill for motor vehicle accidents and ambulance calls which will produce \$3 million this year for the city through the Fire Department collaborating, strategic planning, and adding an ambulance service in the City of Toledo. Captain Dauer said staffing levels have been reduced but they are still aware of what needs to be provided legally.

Charlie Sams provided an overview of the Commission on Accreditation for Law Enforcement Agencies (CALEA). Charlie Sams said this agency can provide or review:

- 1) standards for law enforcement agencies;
- 2) analysis and review process to make educated management decisions;
- 3) is an independent 501 (c) (3) corporation and maintains a professional staff managed by an Executive Director;
- 4) staff conducts all administrative and operational duties as directed by the City Commission;
- 5) publishes a newsletter three times each year, an entitled CALEA update for its members and maintains a professional website;
- 6) offers accreditation related training at each of its conferences as well as presentations on current issues in law enforcement.

Charlie Sams stated the CALEA process can strengthen accountability through:

- 1) Analysis of use of force;
- 2) crime analysis;
- 3) workload assessments;
- 4) review of specialized assignments;
- 5) analysis of crime prevention programs;
- 6) traffic enforcement activities review;
- 7) recruiting;
- 8) community involvement;
- 9) survey of citizen attitudes and opinions;
- 10) internal affairs statistical summary;
- 11) annual re-training of personnel;
- 12) critical incident equipment readiness inspection;
- 13) responsibility for authority and accountability;
- 14) accounting system;
- 15) annual performance evaluation.

Charlie Sams said the Sandusky Police Department is committed to the accreditation process and while recognizing this is a challenging process, said they will not merely give up because it is demanding. He stated an initial payment of \$10,400 would cover the city for the first three years of membership; after accreditation is achieved, an annual continuation fee of \$3,915 is required for a total cost over the first five years of \$18,230.

Kim Nuesse said there were other options looked at to provide an analysis of our service departments including a performance audit by the State of Ohio Auditor's Office. Hank Solowiej spoke with a representative from this office who said they could provide a performance audit at a rough estimate of \$20,000. He said communities that have been placed under fiscal watch or under fiscal emergency by the State of Ohio have these audits performed at no cost to them. One recent example is Garfield Heights while the City of Lakewood, Ohio paid about \$93,000 for an audit to be performed. Kim Nuesse said information was also received from Citygate Associates, LLC, for a performance review of our safety services at an approximate cost of \$20,000 - \$30,000 for each department (Police and Fire) which does

not include travel expenses. The McGrath Consulting Group, Inc. provided information for an analysis and is priced in the mid to high \$60,000 range. Municipal Consulting Services, Inc. also provided a cost estimate for operational review of our safety services for an approximate cost of \$44,950.

Kim Nuesse stated the ICMA analysis would provide a return on investment in 1 – 2 years and would save the city money in the long run and averts more layoffs. She said there were ten cities asked to provide information about their experience with the ICMA's Comprehensive Analysis. Five of these cities emailed responses including Wyoming, Michigan; East Providence, Rhode Island; Alameda, California; Belton, Texas and Huron, Ohio. Kim Nuesse quoted a couple of the email responses from these communities which addressed the scope, costs, changes implemented, savings, service delivery, drawbacks, if they would have done anything differently, resistance and overall satisfaction with the ICMA. She said all of the responding communities were satisfied with the services received from the ICMA. She commended the Police and Fire Departments for recommending the accreditation processes and said she has overseen an accredited agency. She said accreditation process does bring the standard of service and level of performance up, but does not address efficiencies or staffing as they do not perform an analysis for best practices and procedures nor cost saving measures. She does, however, recommend implementing accreditation at some time. Kim Nuesse then introduced Leonard Matarese from the ICMA to provide information about their proposal.

Leonard Matarese, Director of Public Safety Programs for the ICMA, said they are professionals who provide resources to help elected officials do their jobs. He said his unit was created to give an unbiased analysis of public safety operations and that they also do a lot more than this kind of project with teams all over the world. He said he is currently working on a publication about the selection process for a Police or Fire Chief. Leonard Matarese said he strongly supports the accreditation process and recommends to most communities that they pursue it, but cautioned it is not comparable to what the ICMA does. He said the accreditation process gets departments to do what they should have been doing all along, is a lengthy process and not easy to get through. He said the cost is more for manpower as it is very labor intensive project.

Leonard Matarese said the ICMA approaches their analysis with a two-pronged approach whereby raw data in the CAD system is converted into workload (data analysis). He said although the Police Department reports their call activity by number and type, this is not the same as the workload analysis which is converted to determine how much time is spent on calls for service during different times of the day, times of year (season), etc. A percentage is then arrived at for amount of time officers are tied up on calls vs. deployment - or time available - so that staffing decisions can be made. He said most cities, even larger ones, do not have the capability of doing this and understanding the workload is a critical component. Leonard Matarese said the number of total calls for service is meaningless as calls are recorded as an "event" regardless of their nature. He said although we may be reporting an increase in the number of calls for service, this does not equate with actual time spent. He said as an example, one city showed their utilization rate was probably less than 50% and intelligent decisions cannot be made without this information. The second part to the approach regards best practices operations analysis to identify ways to improve service levels and productivity to reduce costs. He said the ICMA is a not-for-profit organization and the cost to perform the analysis is lower than in other communities and said they are sensitive to the economic reality. He said the first three pie charts shown are very disconcerting; non-public safety services are decreasing each year and some communities have eliminated everything that they do other than Police, Fire and EMS services. Leonard Matarese said they have worked with communities that are either on the verge of financial ruin or those trying to avoid financial ruin. He said the City of Alameda, California, was literally on the verge of bankruptcy and has realized a savings of \$3 - \$4 million annually with changes they have made.

Julie Farrar asked what the amount of money was that was actually saved by each of the five cities responding. She asked if Leonard Matarese could put a number to this as those who responded did not. She said if we were to spend \$63,500 to potentially save \$500,000 - \$1 million over a period of time, these cities should be able to provide that information. Leonard Matarese said she could ask this question of those communities, but there is no guarantee provided for any cost savings. He said the ICMA provides absolutely no guarantees for savings, but based upon unbiased information provided, Police and Fire Departments can implement changes to save or generate money. They will easily identify areas for potential savings and even if one position is manned unnecessarily 24/7, this cost is \$500,000 per year.

Julie Farrar said the pie chart shows safety services at 74% of our General Fund but the whole pie (all funds) are actually 50% and she wanted this to be clear. Julie Farrar said one of the recommendations made for the City of Lake Havasu, Nevada referred to a non-viable patient and she asked what this

meant. Leonard Matarese said a patient becomes non-viable after about ten minutes and this reference was made through a recommendation for the placement of public access defibrillators in police cruisers. This would allow for a police officer to deal with this type of an emergency through use of a defibrillator prior to EMS crews arriving and could prevent a person from becoming a non-viable patient or one who could not be resuscitated.

Kim Nuesse asked Leonard Matarese to clarify the "cutting and pasting" of information from one analysis to another. He explained they had been criticized for using a standard procedure for preparing reports. He said they know what they are looking for and their initial effort is designed to measure very specific things with the same type of analysis. When they find anomalies, they try to determine why they exist similar to how a doctor would evaluate a patient with standard tests such as blood pressure, heart rate, etc. He said they do not rely on surveys of departmental personnel, rather, they measure things. He said the ICMA does have a Performance Measurement branch which will collect information and compare staffing levels with comparable size communities.

Julie Farrar asked if any other consulting companies were informed about or offered the opportunity to come to tonight's meeting other than the ICMA. Kim Nuesse said Mr. Matarese was the only one asked. Kim Nuesse said other companies were sent email requests for information and she is presenting only what she was asked to present, comparable other options, but could do more follow-up, if requested. Kim Nuesse said she wished to clarify that 50% of the total payroll means all funds. She said in the pie chart presented, the General Fund pays 74% for Police and Fire and monies cannot be taken from one fund to pay for another (e.g. water & sewer funding cannot be used for Police and Fire). She said the pie chart showed 74% of General Fund monies because that is where they (Police and Fire) are paid from. Kim Nuesse said this is not a comparable analysis for what we are looking at with the whole payroll as it would be 50% of the whole payroll. Julie Farrar said it is still 50% of the General Fund and Kim Nuesse said it is 50% of the city's total funds, not 50% of the total General Fund payroll. Julie Farrar said she knows what the General Fund is; Kim Nuesse said she does not want the general public to misunderstand because while it is 50% of the total city dollars, other city dollars cannot be utilized for Police and Fire; it is 74%.

Paul Ricci asked Leonard Matarese about studies performed that have recommended or resulted in an increase in staffing. Leonard Matarese said in Wyoming Michigan, the analysis showed the workload required additional personnel. He said what the city does with the truth presented and the outcome is up to us. He said he wished to compliment Paul Ricci on the SFD's data collection. Paul Ricci asked if workload analysis was specific to hours of activity. Leonard Matarese said in the Fire Department, they analyze the types of calls, apparatus used, severity, appropriate response, etc. Paul Ricci said they track workload, hours of activity for emergent and non-emergency activities and Leonard Matarese said this is a very good quality system. Paul Ricci said there is a reference made in the study for Beaufort, South Carolina regarding CPSE and asked what type of regression analysis was used. Leonard Matarese said he could put Paul Ricci in touch with someone to get this information.

Upon motion of Pervis Brown and second of Kim Nuesse, the Commission voted to accept all communications. All Ayes. The President declared the motion passed.

ITEM #1

RESOLUTION NO. 013-10R: It is requested a Resolution be passed **repealing Resolution No. 005-08R, passed on February 11, 2008, entitled: A Resolution in support of the City of Vermilion's request to the Director of the Ohio Department of Natural Resources and requesting that the Ohio Division of Natural Areas and Preserves study the Vermilion River for possible designation as wild, scenic or recreational under the Ohio Scenic Rivers program.**

Upon motion of Pervis Brown and second of Kim Nuesse, the Commission authorized the passage of this Resolution in accordance with Section 14 of the City Charter.

Discussion: Dan Kaman said he asked the Law Department to look into this because several years ago, the City of Vermilion asked the city for its support which was authorized by legislation. Vermilion has since withdrawn their request and he thought we should too.

Roll Call on the motion: Yeas: Julie Farrar, Pervis Brown, Dan Kaman, John Hamilton and Kim Nuesse, 5. The President declared the Motion passed. Roll Call on the Resolution: Yeas: Julie Farrar, Pervis Brown, Dan Kaman, John Hamilton and Kim Nuesse, 5. The President declared the Resolution passed.

ITEM #2

ORDINANCE FIRST READING: It is requested an Ordinance be passed **authorizing and directing the City Manager to establish terms and conditions for the presentation of Ohio Bike Week by Advantage Entertainment, LLC from 2 p.m. on June 9, 2010 to 5 p.m. on June 13, 2010, for the event area, and further authorizing the City Manager to take such actions as are deemed necessary and proper to implement the presentation of Ohio Bike Week in the city.**

Upon motion of Kim Nuesse and second of Pervis Brown, the Commission authorized the passage of this Ordinance at first reading. Roll Call on the motion: Yeas: Julie Farrar, Pervis Brown, Dan Kaman, John Hamilton and Kim Nuesse, 5. The President declared the Motion passed. Roll Call on the Ordinance: Yeas: Julie Farrar, Pervis Brown, Dan Kaman, John Hamilton and Kim Nuesse, 5. The President declared the Ordinance passed at first reading.

ITEM #3 – Submitted by Scott Miller, Director of General Services

Budgetary Information: \$16,670.40 will be paid with the city's State Highway Funds (Account 217).

ORDINANCE NO. 10-040: It is requested an Ordinance be passed **authorizing and directing payment to the Treasurer of State, Ohio Department of Transportation for the maintenance of State Route 2 for the CY 2009; authorizing the City Manager to enter into an Agreement for the maintenance of State Route 2 in the City of Sandusky by the Ohio Department of Transportation for the period of January 1, 2010 through June 30, 2011; and declaring that this Ordinance shall take immediate effect in accordance with Section 14 of the City Charter.**

Upon motion of Kim Nuesse and second of Julie Farrar, the Commission authorized the passage of this Ordinance in accordance with Section 14 of the City Charter.

Discussion: John Hancock asked if a cost analysis was performed for this expenditure as it has steadily increased each year. Don Icsman said this is a positive for the city in terms of what the State of Ohio provides. Kathy McKillips said the snow and ice removal portion ends up being a wash for the city but that in exchange for routine maintenance on guardrails and patching on the portion of S.R. 2 within our corporate limits, the city provides coverage for Cleveland Road out to Camp Road and that we do not have the large equipment necessary to do the work required for S.R. 2.

Roll Call on the motion: Yeas: Julie Farrar, Pervis Brown, Dan Kaman, John Hamilton and Kim Nuesse, 5. The President declared the Motion passed. Roll Call on the Ordinance: Yeas: Julie Farrar, Pervis Brown, Dan Kaman, John Hamilton and Kim Nuesse, 5. The President declared the Ordinance passed.

ITEM #4 – Submitted by Kathryn K. McKillips, Engineer

Budgetary Information: No General Fund monies will be expended with this legislation. The city's Water and Sewer Funds will benefit from more accurate meter reading; and in return, the city's Distribution Division will maintain the water mains and fire hydrants.

ORDINANCE NO. 10-041: It is requested an Ordinance be passed **accepting the final plat and confirming the dedication to the public use as a public right-of-way the Muirwood Village apartments water main easement within the city as set forth on the dedication plat, a copy of which is marked Exhibit "A", attached to this Ordinance and incorporated herein.**

Upon motion of Pervis Brown and second of Julie Farrar, the Commission authorized the passage of this Ordinance in accordance with Section 14 of the City Charter.

Discussion: Pervis Brown asked why it took so long for this agreement to be presented for approval. He said he understands during the first three or four years, we were in disagreement, but it has taken ten years to come up with some type of agreement. Kathy McKillips said we were first contacted in 2004; at that time, the city entertained the idea of having the water and sewer utilities dedicated and would have performed inspections. She said the city was aware there would be problems with the placement of meters and the city's last letter asked to be contacted when they (Muirwood) were ready. She said we never heard anything back from them or their consultant until within the last 12 – 18 months regarding their water meters which were providing inaccurate readings. She said the more we talked about replacing these meters, we realized this would not allow for an acceptable configuration of getting water and data for the Sandusky Fire Department. She said we were losing fire flow on the hydrants because of the meters. She said John Hancock has been the consultant for the property owner and after coming to an agreement, they have been paying invoices on a monthly basis so that once we have an accurate number of what is being used, they would not be faced with a huge bill. She said most of this has happened within the last year. Pervis Brown asked if we were losing money for water

because the meters were not accurate and Kathy McKillips said we were not making enough as the meters were not reflecting accurate usage. Pervis Brown asked who owns the meters and Kathy McKillips said they are city meters. She said it is not easy to just replace them because of the configuration and we had originally talked about just doing a bypass. She said we looked at metering each individual building and the property owners balked at that because of the work that would have to be done at each building (installation of meters and service lines) and that they are very particular about their facilities. In the end, they agreed to this. Dan Kaman said these were not always our meters and we determined they were not good for fire protection nor were they located in the correct places, but now they will be.

Roll Call on the motion: Yeas: Julie Farrar, Pervis Brown, Dan Kaman, John Hamilton and Kim Nuesse, 5. The President declared the Motion passed. Roll Call on the Ordinance: Yeas: Julie Farrar, Pervis Brown, Dan Kaman, John Hamilton and Kim Nuesse, 5. The President declared the Ordinance passed.

ITEM #5 – Submitted by Amanda Meyers, Paralegal & Carrie Handy, Chief Planner

Budgetary Information: The cost of this acquisition will be approximately \$20,000 to purchase the parcel, \$30,000 to demolish the structures and \$7,100 in title fees, escrow fees, deed preparation, and closing costs which will be funded by proceeds from the Neighborhood Stabilization Grant. An additional cost of \$2,900 in title fees, escrow fees, deed preparation, and closing costs for four (4) properties not eligible for grant funding will be recouped by the city upon the sale of the property. The taxing districts will not collect the delinquent taxes, assessments, penalties and interest currently due and owing which amount to approximately \$223,501.32. However, by returning this abandoned non-productive land to tax producing status, the taxing districts will once again begin collecting approximately \$5,284.12 yearly in real estate taxes and assessments, which will increase as property values are enhanced and economic development commences.

FIRST READING: It is requested a Resolution be passed **approving and accepting certain real property for acquisition into the Land Reutilization program.**

Upon motion of Julie Farrar and second of Pervis Brown, the Commission authorized the passage of this Ordinance at first reading.

Discussion: John Hamilton said he has received calls about more and more properties being put into this program and asked if we had sold any to help in getting more tax revenues. Julie Farrar said there are several properties slated for sale and we are waiting for the legal requirements to be completed prior to getting clear title. John Hamilton said he has been approached by some people who feel we are a “knock down city” and asked if some of these homes could be salvageable through rehabbing or by first stripping them out by places such as Habitat for Humanity or Architectural Artifacts of Toledo. He said he has walked around town and seen some homes that should come down but wants to make sure we are doing the right thing in each particular case as it costs the city money to take these down. Julie Farrar said two or three homes are being rehabbed rather than torn down by the Neighborhood Stabilization committee. She said NSP grant monies are being used for demolition. Dan Kaman said he has requested the city work with Habitat for Humanity and is aware we have been trying to do this. Don Icsman clarified there are 20 houses declared unfit and a public nuisance and will be demolished but there are also eight slated for rehabbing. John Hamilton said there may be blocks which used to have 16 homes but now may have only five and this looks empty and like an urban economic survivalist street without much of a sense of community.

Roll Call on the motion: Yeas: Julie Farrar, Pervis Brown, Dan Kaman, John Hamilton and Kim Nuesse, 5. The President declared the Motion passed. Roll Call on the Ordinance: Yeas: Julie Farrar, Pervis Brown, Dan Kaman, John Hamilton and Kim Nuesse, 5. The President declared the Ordinance passed at first reading.

ITEM #6 – Submitted by Carrie R. Handy, Chief Planner

Budgetary Information: There will be no impact to the General Fund. Proposed activities will be paid for through the CDBG grant funds.

ORDINANCE NO. 10-042: It is requested an Ordinance be passed **authorizing and directing the City Manager to accept a Consolidated Entitlement grant in the amount of \$892,031 total Community Development Block Grant Funds for the Program year of July 1, 2010 through June 30, 2011, and to submit to the United States Department of Housing & Urban Development a FY 2010 one-year action plan; and declaring that this Ordinance shall take immediate effect in accordance with Section 14 of the City Charter.**

Upon motion of Kim Nuesse and second of Julie Farrar, the Commission authorized the passage of this Ordinance in accordance with Section 14 of the City Charter.

Discussion: Pervis Brown asked about the amount of money earmarked for our youth and said he felt it is an insult not to have designated more money for this purpose. He said this grant is for community involvement and more should be allotted for our youth. He said we should pass this, but should also be addressing where we put our money in the future; Julie Farrar concurred. Kim Nuesse said there is already a movement in the community to utilize former school buildings for the community and to direct Don Icsman to see if we can allocate money for programs and partner with them. Don Icsman said he has had a discussion with Carrie Handy about CDBG funds and their restrictions. He said there are reasons why more money was not allocated for youth but we have a hard external deadline of May 15 for this round. Funding for programming has to be a new service or a quantifiable increase in existing services and because of income levels for programming, this may exclude some children. Pervis Brown said if these figures cannot be changed for this particular grant, to consider changes for the next fiscal year.

Roll Call on the motion: Yeas: Julie Farrar, Pervis Brown, Dan Kaman, John Hamilton and Kim Nuesse, 5. The President declared the Motion passed. Roll Call on the Ordinance: Yeas: Julie Farrar, Pervis Brown, Dan Kaman, John Hamilton and Kim Nuesse, 5. The President declared the Ordinance passed.

ITEM #7 – Submitted by Paul R. Ricci, Assistant Fire Chief

Budgetary Information: The total cost for the dive equipment is \$30,609.50 in which the Federal Share covers \$27,548.55 (90%). The matching \$3,060.95 (10%) funds for this purchase will be paid from the city's Equipment Replacement Fund, Account No. 431.1330.540.00 (EMS Billing Fund).

ORDINANCE NO. 10-043: It is requested an Ordinance be passed authorizing and directing the City Manager to **purchase dive equipment and related training for use in the Fire Department from New Wave Scuba of Port Clinton, Ohio;** and declaring that this Ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

Upon motion of Kim Nuesse and second of Julie Farrar, the Commission authorized the passage of this Ordinance in accordance with Section 14 of the City Charter.

Discussion: Kim Nuesse said she has asked Acting Chief Ricci about this equipment, its importance and the necessity for the purchase. Paul Ricci said a grant was received for our current dive equipment and was originally purchased approximately 20 years ago. Kim Nuesse said this becomes a safety issue. John Hamilton asked about the purchase of Zeagle BCD's and said he thought there may be better ones on the market. Paul Ricci said there are others but through field training and emergency responses, they have gotten to the point where they are not holding up. He said the Zeagle BCD's are of superior quality and that is the reason we continue to use this equipment. John Hamilton asked about the integrated weight belt versus the use of a separate weight belt for quick release. Paul Ricci said these provide a quick release mechanism and work well; there is a one whole zip cord arrangement which functions very quickly and very easily.

Roll Call on the motion: Yeas: Julie Farrar, Pervis Brown, Dan Kaman, John Hamilton and Kim Nuesse, 5. The President declared the Motion passed. Roll Call on the Ordinance: Yeas: Julie Farrar, Pervis Brown, Dan Kaman, John Hamilton and Kim Nuesse, 5. The President declared the Ordinance passed.

ITEM #8 – Submitted by Paul R. Ricci, Assistant Fire Chief

Budgetary Information: Firelands Corporate Health Center is the sole provider of the contractually required annual testing for Fire Fighter within the City of Sandusky. Having the tests performed within the city allows Fire Fighters to be tested while on duty and therefore, avoids the additional expense of overtime and mileage. In addition, Firelands Corporate Health Center maintains the Fire Fighter's medical charts and current testing based upon what each Fire Fighter had tested for in the immediate prior year which means not all Fire Fighters need to have all tests done which will also be a cost savings to the city. The total estimated cost for the medical examinations is not to exceed \$37,387. The cost for the exams is included in the Fire Department 2010 budget.

ORDINANCE NO. 10-044: It is requested an Ordinance be passed authorizing and directing the City Manager to **expend funds to Firelands Regional Medical Center, Corporate Health Center of Sandusky, Ohio, for annual medical exams and fit for duty testing to be completed for the Sandusky Fire**

Department in CY 2010; and declaring that this Ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

Upon motion of Pervis Brown and second of Kim Nuesse, the Commission authorized the passage of this Ordinance in accordance with Section 14 of the City Charter. Roll Call on the motion: Yeas: Julie Farrar, Pervis Brown, Dan Kaman, John Hamilton and Kim Nuesse, 5. The President declared the Motion passed. Roll Call on the Ordinance: Yeas: Julie Farrar, Pervis Brown, Dan Kaman, John Hamilton and Kim Nuesse, 5. The President declared the Ordinance passed.

Note: Item #9 was presented today and therefore, not on the meeting Agenda. This loan was approved by the city's Revolving Loan Fund Committee and is being presented for consideration as an emergency as it will cause a hardship for the owners for equipment that has been ordered for the new establishment.

ITEM #9 – Submitted by Carrie Handy, Chief Planner

Budgetary Information: This action will not impact the city operating budget. The city's revolving loan funds are restricted in use and this loan is within the guidelines of the program. The company must certify hiring a minimum of nine new full-time equivalent employees within three years of receiving this loan. The new hires will result in additional income taxes for the city.

ORDINANCE NO. 10-045: It is requested an Ordinance be passed **authorizing and approving an Economic Development loan in the amount of \$50,000 to Crush Wine Bar, LLC;** and declaring that this Ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

Upon motion of Pervis Brown and second of Kim Nuesse, the Commission authorized the passage of this Ordinance in accordance with Section 14 of the City Charter.

Discussion: Dan Kaman said this is a loan in the amount of \$50,000 at 5% interest for a new small business and is what our Revolving Loan Fund was set up for. He said it has been approved by the Revolving Loan Fund Committee. Kim Nuesse said she understood the urgency for this is because the business is slated to open on Wednesday. John Hamilton noted the owners have put the equity in their own home up to support the loan.

Roll Call on the motion: Yeas: Julie Farrar, Pervis Brown, Dan Kaman, John Hamilton and Kim Nuesse, 5. The President declared the Motion passed. Roll Call on the Ordinance: Yeas: Julie Farrar, Pervis Brown, Dan Kaman, John Hamilton and Kim Nuesse, 5. The President declared the Ordinance passed.

CITY MANAGER'S REPORT

Upon motion of Pervis Brown and second of Kim Nuesse, the Commission voted to accept the following donations:

- 1) in the amount of \$100 from Bill Biehl to the Friends of the Greenhouse (Endowment) Fund;
- 2) three (3) Kodak Easy Share digital cameras from an anonymous donor with an approximate value of \$350 for the Sandusky Police Department.

All Ayes. The President declared the motion passed.

Don Icsman said the Sandusky Fire Department will participate in the **Blessing of the Fleet** this weekend at Cedar Point with the fire boat. Don Icsman said Paul Ricci has personally donated money for the fuel for this event.

Don Icsman said **he received information from the State Theatre for a donation to "Christmas Point, USA" for the City Commission to consider.** Dan Kaman said this will be discussed in the next two weeks and voted upon at the next City Commission meeting.

Don Icsman distributed a memorandum **outlining the road closures in the downtown area for Ohio Bike Week.** He said he was not aware of past issues with the road closures and although this is different and things are not "business as usual", he said there is a sacrifice made for the greater good. Dan Kaman suggested persons wanting to view the sunset could perhaps drive to Lions Park instead.

Don Icsman distributed a **2009 Annual Fund Statement from the Sandusky/Erie County Community Foundation (SECCF) for the Sandusky Horticulture Fund** and said the SECCF does a great job of providing support to the city for this and other projects.

Don Icsman said **the city had received a letter requesting support to join the Chagrin River Partners for research (which includes the Pipe Creek watershed)**. He said Kathy McKillips prepared this letter of support to the National Estuarine Research Reserve System Science Collaborative.

Don Icsman said **Kenny Martin is working to earn the rank of Eagle Scout and will be re-landscaping Veteran's Circle at Oakland Cemetery for his project**. Kenny Martin will be at a future City Commission meeting to make a presentation about his project.

Upon motion of Pervis Brown and second of Julie Farrar, the Commission voted to waive the shelter fee at Schaeffer Park for the Erie Huron CAC Summer Food Service program beginning June 14, 2010 through August 10, 2010. All Ayes. The President declared the motion passed.

Upon motion of Pervis Brown and second of Julie Farrar, the Commission voted to waive the shelter fee at Shoreline Park for Double S Industries on Thursday mornings beginning June 3, 2010 through August 26, 2010. All Ayes. The President declared the motion passed.

Don Icsman informed the City Commission that a **Change Order will be forthcoming for the WWTP Phase II project from Mosser Construction** because of additional control valves necessary at the heat exchangers.

Don Icsman provided information about **the recent storm damage**. He said Scott Miller and the employees in the Department of General Services did their best and encouraged citizens to call 419.627.5879 if we missed anything. Don Icsman said there are a lot of contractors coming into town doing some of this work and some may be more proficient than others. He said residents should make sure their contractor is registered with the city by checking on our website or by contacting Becky in the Building Division.

Kim Nuesse asked about the **legislative training for city employees** and Don Icsman said this will take place on Wednesday.

Dan Kaman said he received a **letter from the Sandusky Erie County Community Foundation (SECCF) stating they had received a grant in the amount of \$14,000 for the tuck pointing and related restoration of the brick foundation of the greenhouse**. This work will be commencing and he thanked them for doing this. Don Icsman said the delay with this is because we were not sure if this was money given to the city from the SECCF or if they received the grant money from another source. He said we need to follow our procedures and had to pay something ourselves previously because of how the money was received.

OLD BUSINESS

Julie Farrar said she fully understands how we fund and pay employees but she has had people in the community who ask about all of the other money the city handles besides General Fund money. She said we can only pay Police and Fire from certain funds and if we can use other funds, we do. She said it looks like \$.74 from every dollar goes to Police and Fire and we are paying the bulk of these salaries from the General Fund because that is how it has to be. She said the pie is bigger than only General Fund.

NEW BUSINESS

Pervis Brown asked about **placing cameras along the Hayes Avenue corridor project to defer damages or destruction to city property**. He asked the City Manager to look into funding to have cameras installed in this area.

Upon motion of John Hamilton and second of Pervis Brown, the Commission voted to have an Executive Session regarding Personnel, Collective Bargaining. Roll Call on the motion: Yeas: Julie Farrar, Pervis Brown, Dan Kaman, John Hamilton and Kim Nuesse, 5. The President declared the Motion passed.

Kim Nuesse announced the **Sandusky Bonsai Club will be hosting a demonstration at the Sandusky Cultural Center on May 22 – 23, 2010** and will have about 80 – 100 trees at this family friendly event.

Julie Farrar said she recently received a call from a West Osborne Street resident **who thanked the city workers for their quick cleanup during the recent storm.**

Dan Kaman announced there will be a **Charter Review Committee** meeting tomorrow evening at 5:30 p.m.

Dan Kaman asked where we are with **potential funding for the Police Department.** Don Icsman said there will be a report prepared for the May 24 Commission meeting.

Don Icsman said there will be a **public meeting concerning the Sandusky Yacht Club expansion plans** at the next regular City Commission meeting.

Under **Audience Participation**, the following persons offered their comments:

Jerry Garrett, Executive Director of the Sandusky Unit of the N.A.A.C.P., said although he is not making an official position statement for the N.A.A.C.P., he will be recommending to his board members the adoption of the ICMA Consulting Services proposal based upon the expertise this organization brings to the table; he believes it is worth the cost. He said this study will look at the Police and Fire Departments in their systemic relationship to the city and there is an art and a science to this type of an analysis to make hard decisions based on finances and what the future holds. Looking at the cost, Jerry Garrett said it is 4/1000's of the city's budget and this is a valuable investment in terms of the exchange. He said if we make this decision now, the plan of action is to measure our tourist season against a more regular environment for Sandusky.

Wesley Poole, 1939 East Oldgate, asked for the public record to reflect why two Commissioners were not here tonight. Dan Kaman said there are reasons why this is not made public.

John Ginty, 5055 Providence Drive, asked the city paid a fee to the gentleman who was here tonight and Kim Nuesse said it was already included in the cost for the proposal. John Ginty said he looked over the document provided and asked if the makeup of the community is considered as compared to some other cities. He did not see where the application was conducive to Sandusky. He said he still feels we need more people on the street, not more studies. He said he requested a copy of the study done for all city Departments, has reviewed it and believes all of the members of the Charter Review should have a copy. He would also like the Charter Review Committee to define an emergency. He said it is a futile task if the recommendations made are not provided to the people for their opportunity to vote. He said he has lived under both City Manager and strong Mayor forms of government but success is based more upon the individuals. He said the city has poured a lot of money into the downtown area but he believes the landlords have to become responsible for some of the people they are renting to.

Sharon Johnson, 1139 Fifth Street, asked if the \$100,000 in escrow for the Marina District project has been cleared for us to spend as it was proposed to use this money to pay for the analysis discussed this evening. Dan Kaman said it was not, this was just one proposal presented. Sharon Johnson said she heard about spending General Fund money for the analysis and money in escrow rather than grant money and she said in her mind, this money has already been spent for the \$139,000 in legal fees for that project. Sharon Johnson asked if an audit will be performed since changing Treasurers. Dan Kaman said this is being discussed, but he did not know if it was mandatory. Sharon Johnson asked if the marina (Paper District) could be done with TIF funds and Dan Kaman said this is still under discussion. Sharon Johnson asked how much the State Theatre was asking for the Christmas displays and Don Icsman said he believes they were asking for \$5,000. Sharon Johnson said we should be freezing our spending until we can get the budget under control. Dan Kaman said she (Sharon) was here the first time this was discussed and it was not very well received.

Dennis Timple, 553 Bimini Drive, referenced festivals and events downtown and said the past year was enlightening as merchants have direct competition in front of their stores. He said vendors should be placed in front of areas where they will not cause direct competition to protect our merchants. Dan Kaman said this is the first year there will be a contract with the organizers of Bike Week.

Scott Brindley, 547 50th Street, said Homeland Security has taken over parking on Market Street and he wanted to come to the meeting to take some of the heat off of Charlie Sams because he knows that he (Charlie) is going to be dealing with this issue. He said employees from the Department of Homeland

Security park their personal cars on the street in front of businesses all day. Charlie Sams said he did talk with one of the Special Agents at Homeland Security and has a meeting set up to discuss this further; he said they have expressed their interest in being good neighbors.

Andy Dunn, 1811 Campbell Street, said he understands if the analysis is performed, the recommendations would not have to be followed, yet we would be spending \$63,000 for them. Andy Dunn said funding for the study is being proposed from escrow money and asked if money from FirstEnergy Solutions could be used. Andy Dunn said he was looking at the monthly reports and in February, 2010; 24 layoffs took effect and the number went down by only one through March and the numbers do not add up. Hank Solowiej said he was not sure where the "24" number came from and Andy Dunn said he saw this in the newspaper. Hank Solowiej said he could not comment on what was written in the newspaper, but with the January 1, 2009 payroll, the city had 252 full-time employees. As of April, 2010, there are 221 full-time employees for a difference of 31 persons in just over one year. Andy Dunn asked if people will be brought back as retirements are realized. Dan Kaman said this is the hope.

Glenn Szatala, IAFF Union President, asked if there was a Request for Proposals or a Request for Qualifications prepared or advertised for the ICMA efficiency study. Dan Kaman said there was not an RFP prepared.

At 7:28 p.m., Dan Kaman announced adjournment of the regular session for a five minute recess; an Executive Session was then held beginning at 7:45 p.m. At 8:31 p.m., the City Commissioners returned to the table and Dan Kaman declared adjournment.

Kelly L. Kresser
Clerk of the City Commission

Daniel J. Kaman
President of the City Commission