

December 10, 2024

**PORT CLINTON CITY COUNCIL MINUTES  
REGULAR MEETING**

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The regular meeting of the Port Clinton City Council held in the Linda Hartlaub City Hall Chambers. Lisa Sarty, President of Council, presided and the meeting opened at 6:00 p.m.

The roll was called and the following Council members were present: Pat Hovis, Richard Morgan, Jerry Tarolli, Margaret Phillips. Beth Gillman, Avery Robinson, and Cathy King.

Ms. Phillips moved to approve regular meeting minutes for November 26, 2024; seconded by Mr. Tarolli. All agreed.

The chair notes certification had been received regarding the compliance with the rules and notification of this meeting.

**GUEST PRESENTATION**

Zachary Mulder, Ottawa County Sanitary Engineering Department

Subject: Ottawa County Sanitary Engineering upcoming water line construction.

To not misinterpret Mr. Mulder's presentation, it may be view at:

<https://www.youtube.com/watch?v=GAWs0Ms2smA&t=7s>

Attached to these minutes is an informational bulletin provided by Mr. Mulder that will be mailed to the property owners that will be affected by their construction project.

**PUBLIC COMMENT**

None

**PRESIDENT OF COUNCIL**

Under second reading this evening is:

- Ordinance 21-24
  - Was previously assigned to Finance Committee
  - Administration has requested that Council considers adopting this evening.

Under first reading this evening is:

- Ordinance 22-24,
  - Mr. Colston will discuss during his time to speak.
- Ordinance 23-24, Ordinance 24-24, Ordinance 24-24, Ordinance 25-24, and Ordinance 26-24
  - Mr. Below will discuss each of these ordinances during his time to speak.

The Administration has requested that Council considers adopting all the above ordinances this evening due to time constraints.

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Reminder that the December 24, 2024, Council meeting has been moved to Tuesday, December 17, 2024, 6:00 pm. This will be the last Council meeting of 2024.

## **MAYOR'S REPORT**

At the last Council meeting Anthony Hatmaker, Ottawa County Treasurer, presented information regarding the school districts / 20-mill floor. Mayor Snider has been notified that the County Commissioners did take action to reduce property taxes throughout the county.

Yesterday the Administration was informed that Water Works Parks has been awarded the designation of "Lake Erie Scenic Vista". Very few locations have this designation. It is a nine-step process by Ohio Department of Natural Resources (ODNR), that they did on their own accord. Signage has been provided and will be placed in the spring of 2025.

Saturday, December 14, 2024, 11:00, the Wreaths Across America ceremony will take place at Riverview Cemetery (end of W. Third Street). After the ceremony, wreaths will be placed at all the Veterans laid to rest at Riverview and Lakeview Cemetery.

Lindsay Kaufman (former Port Clinton resident) currently lives in the Dominican Republic and started a non-profit, Strength for the Journey. From time to time, she brings residents from the Dominican Republic to Port Clinton to visit with government officials. This past summer Ms. Kaufman brought Mayor Jairo Morillo Arvelo. During their visit they toured Port Clinton's Fire Department; they are in the beginning stages of forming a fire department in their community. In fire service industry all the turn out gear that fireman wear is governed how long it can be used in the United States (has an expiration date). When expired it has been donated to other countries that don't have these policies. Port Clinton Fire Department donated helmets, pants, jackets, air packs, wrench, tools, etc. that can no longer be used in the day-to-day operations to Mayor Arvelo to utilize for his community. Ms. Kaufman and Mayor Arvelo were here last week to assist in packing all the donated equipment. During their visit Mayor Arvelo presented Mayor Snider with the Key to his City. He also presented Interim Fire Chief Brian Gutman an official proclamation appointing him the unofficial Fire Chief of their community.

Santa Claus has arrived!!! His available hours to stop by are Wednesday, December 11<sup>th</sup> & 18<sup>th</sup> from 5:00 – 6:00pm and Sunday, December 15<sup>th</sup> & 22<sup>nd</sup> from 12:00 – 1:00 pm, at Adams Street Park.

John & Donna McElwee former second homeowners in the city (for 25 years), recently sold their home and came across some Port Clinton Christmas ornaments that she donated to the city. They are displayed on the Christmas Tree located at Port Clinton City Hall / Water Department.

After this evening's Council meeting, Mayor Snider will be conducting a presentation on Community Support Groups at the Economic Community Development Committee meeting.

## **AUDITOR'S REPORT**

Ordinance 21-24, temporary appropriations to allow the city to cover necessary expenditures for January and February of 2025. The goal is to enact a full budget by the beginning of March. Due to the proposed lower attendance of Council members at the next Council meeting, requesting Council to consider adopting this evening.

Ordinance 23-24, follow up on the recreation amenities plan. The \$49,500 is the remaining American Rescue Plan Act (ARPA) funds that are to be obligated by the end of 2024. This allows the city to do survey / site prep work at Water Works Park, Phase 1 recreation improvement (splash pad). Requested that Council consider adopting this evening due to time constraints.

Ordinance 24-24 & Ordinance 25-24, this is bookkeeping for the State Auditors.

- Ordinance 24-24 establishes an IRA forestry grant fund. This is a reimbursement grant the city was awarded. The city must have a separate fund to manage the funds.
- Ordinance 25-24, USDA street improvement funds for the road work that has already been completed. The City will start payment on this right away.
- Ordinance 26-24, Increasing amount limits of blanket purchase orders. The State Auditor made the city aware that Council had not approved a blanket purchase order amount limit and is required to do so.

Mr. Morgan inquired was there a reason we couldn't have received the new ordinances prior to allow for three readings?

Mr. Below advised Ordinance 24-24 & Ordinance 25-24 was not brought to his attention until just recently. Ordinance 23-24, that was just finalized last month.

## **TREASURER'S REPORT**

Bed Tax as of December 10, 2024: \$361,505.25

Watercraft Tax as of December 10, 2004: \$22,603.39

Short Term Rental Registration Fee as of December 10, 2024: \$62,700.00

## **LAW DIRECTOR REPORT**

There will be two ordinances presented to Council on behalf of the Police Department in January 2025.

## **SAFETY SERVICE REPORT**

Ordinance 22-24, ODOT requires this ordinance for the revetment work at W. Lakeshore Drive.

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Mr. Colston advised that the city needs to determine if they will extend the current garbage / recycling contract with Republic Services (for one additional year by December 31, 2024) or open it up bids for garbage pickup alone and garbage pickup to include recycling.

Discussion ensued for and against going out for bid.

Mr. Tarolli moved to authorize the Safety Service Director to send out letters requesting bids for trash collection; seconded by Ms. Hovis.

Results of a voice roll call are as follows: Mrs. Gillman, yes; Ms. Phillips, yes; Mr. Morgan, yes; Ms. Hovis, yes; Mr. Tarolli, yes; Mr. Robinson, yes; and Mrs. King, no. Motion carried 6-1: per Mrs. Sarty

H2O (Help to Others) program: Mr. Below has offered to provide an additional \$10,000 to the account to allow additional community members to apply to waive the \$12.50 fee that has been added to the water/sewer bills. Those that apply for the waiver have an application process that they have to meet certain criteria to be approved.

Ms. Hovis moved to authorize an additional \$10,000 to be added to the H2O program for the balance of 2024 and 2025; seconded by Ms. Phillips.

Results of a voice roll call are as follows: Mrs. Gillman, yes; Ms. Phillips, yes; Mr. Morgan, yes; Ms. Hovis, yes; Mr. Tarolli, yes; Mr. Robinson, yes; and Mrs. King, yes. Motion carried 7-0: per Mrs. Sarty

## **ECONOMIC COMMUNITY DEVELOPMENT COORDINATOR**

Nothing to present.

## **POLICE CHIEF**

Not present

## **INTERIEM FIRE CHIEF**

Not present

## **COMMITTEE REPORTS**

### ***Finance Committee***

#### **Ms. Hovis**

A meeting was held prior to the Council meeting to discuss Ordinance 21-24.

***Environment and Public Works Committee***

**Mr. Tarolli**

Nothing to present

***Safety Services Committee***

**Ms. Phillips**

Next committee meeting will be held on Tuesday, January 21, 2025, 5:30 pm.

***Economic and Community Development Committee***

**Mrs. Gillman**

There will be a committee meeting this evening following the Council meeting.

**CORRESPONDENCE**

None

**THIRD READING OF ORDINANCES AND RESOLUTIONS**

None

**SECOND READING OF ORDINANCES AND RESOLUTIONS**

**Ordinance 21-24**

AN ORDINANCE APPROPRIATING CERTAIN FUNDS FOR THE OPERATION OF THE CITY OF PORT CLINTON, OHIO

Ms. Hovis moved to waive the three required readings of Ordinance 21-24: seconded by Mr. Tarolli.

Results of a voice roll call are as follows: Mrs. Gillman, yes; Ms. Phillips, yes; Mr. Morgan, yes; Ms. Hovis, yes; Mr. Tarolli, yes; Mr. Robinson, yes; and Mrs. King, yes. Motion carried 7-0: per Mrs. Sarty

Ms. Hovis moved to adopt Ordinance 21-24; seconded by Mr. Tarolli.

Results of a voice roll call are as follows: Mrs. Gillman, yes; Ms. Phillips, yes; Mr. Morgan, yes; Ms. Hovis, yes; Mr. Tarolli, yes; Mr. Robinson, yes; and Mrs. King, yes. Motion carried 7-0: per Mrs. Sarty

**FIRST READING OF ORDINANCES AND RESOLUTIONS**

**Ordinance 22-24**

AN ORDINANCE AUTHORIZING THE DIRECTOR OF SAFETY AND SERVICE TO PARTICIPATE WITH THE OHIO DEPARTMENT OF TRANSPORTATION (ODOT) FOR THE SHORELINE REVETMENT RESTORATION ALONG SR 163 / WEST LAKESHORE PER THE TERMS, CONDITIONS, AND REQUIREMENTS AS DEFINED HEREIN AND DECLARING AN EMERGENCY

Mr. Tarolli moved to waive the three required readings of Ordinance 22-24: seconded by Ms. Hovis.

Results of a voice roll call are as follows: Mrs. Gillman, yes; Ms. Phillips, yes; Mr. Morgan, yes; Ms. Hovis, yes; Mr. Tarolli, yes; Mr. Robinson, yes; and Mrs. King, yes. Motion carried 7-0: per Mrs. Sarty

Mr. Tarolli moved to retain the emergency clause of Ordinance 22-24; seconded by Ms. Hovis.

Results of a voice roll call are as follows: Mrs. Gillman, yes; Ms. Phillips, yes; Mr. Morgan, yes; Ms. Hovis, yes; Mr. Tarolli, yes; Mr. Robinson, yes; and Mrs. King, yes. Motion carried 7-0: per Mrs. Sarty

Mr. Tarolli moved to adopt Ordinance 22-24; seconded by Ms. Hovis.

Results of a voice roll call are as follows: Mrs. Gillman, yes; Ms. Phillips, yes; Mr. Morgan, yes; Ms. Hovis, yes; Mr. Tarolli, yes; Mr. Robinson, yes; and Mrs. King, yes. Motion carried 7-0: per Mrs. Sarty

**Ordinance 23-24**

AN ORDINANCE AUTHORIZING THE DIRECTOR OF SAFETY AND SERVICE TO ENTER INTO AN AGREEMENT FOR DESIGN SERVICES FOR THE WATERWORKS PARK PHASE 1 RECREATION IMPROVEMENTS FROM THE FUNDS APPROPRIATED FROM THE AMERICAN RESCUE PLAN ACT FUND AND DECLARING AN EMERGENCY

Mr. Tarolli moved to waive the three required readings of Ordinance 23-24: seconded by Ms. Hovis.

Results of a voice roll call are as follows: Mrs. Gillman, yes; Ms. Phillips, yes; Mr. Morgan, yes; Ms. Hovis, yes; Mr. Tarolli, yes; Mr. Robinson, yes; and Mrs. King, yes. Motion carried 7-0: per Mrs. Sarty

Mr. Tarolli moved to retain the emergency clause of Ordinance 23-24; seconded by Ms. Hovis.

Results of a voice roll call are as follows: Mrs. Gillman, yes; Ms. Phillips, yes; Mr. Morgan, yes; Ms. Hovis, yes; Mr. Tarolli, yes; Mr. Robinson, yes; and Mrs. King, yes. Motion carried 7-0: per Mrs. Sarty

Mr. Tarolli moved to adopt Ordinance 23-24; seconded by Ms. Hovis.

Results of a voice roll call are as follows: Mrs. Gillman, yes; Ms. Phillips, yes; Mr. Morgan, yes; Ms. Hovis, yes; Mr. Tarolli, yes; Mr. Robinson, yes; and Mrs. King, yes. Motion carried 7-0: per Mrs. Sarty

**Ordinance 24-24**

AN ORDINANCE ESTABLISHING THE IRA URBAN FORESTRY FUND AND DECLARING AN EMERGENCY

Mr. Tarolli moved to waive the three required readings of Ordinance 24-24: seconded by Ms. Hovis.

Results of a voice roll call are as follows: Mrs. Gillman, yes; Ms. Phillips, yes; Mr. Morgan, yes; Ms. Hovis, yes; Mr. Tarolli, yes; Mr. Robinson, yes; and Mrs. King, yes. Motion carried 7-0: per Mrs. Sarty

Mr. Tarolli moved to retain the emergency clause of Ordinance 24-24; seconded by Ms. Hovis.

Results of a voice roll call are as follows: Mrs. Gillman, yes; Ms. Phillips, yes; Mr. Morgan, yes; Ms. Hovis, yes; Mr. Tarolli, yes; Mr. Robinson, yes; and Mrs. King, yes. Motion carried 7-0: per Mrs. Sarty

Mr. Tarolli moved to adopt Ordinance 24-24; seconded by Ms. Hovis.

Results of a voice roll call are as follows: Mrs. Gillman, yes; Ms. Phillips, yes; Mr. Morgan, yes; Ms. Hovis, yes; Mr. Tarolli, yes; Mr. Robinson, yes; and Mrs. King, yes. Motion carried 7-0: per Mrs. Sarty

**Ordinance 25-24**

AN ORDINANCE NAMING THE STREET IMPROVEMENT BOND 2024 FUND AND DECLARING AN EMERGENCY

Mr. Tarolli moved to waive the three required readings of Ordinance 25-24: seconded by Ms. Hovis.

Results of a voice roll call are as follows: Mrs. Gillman, yes; Ms. Phillips, yes; Mr. Morgan, yes; Ms. Hovis, yes; Mr. Tarolli, yes; Mr. Robinson, yes; and Mrs. King, yes. Motion carried 7-0: per Mrs. Sarty

Mr. Tarolli moved to retain the emergency clause of Ordinance 25-24; seconded by Ms. Hovis.

Results of a voice roll call are as follows: Mrs. Gillman, yes; Ms. Phillips, yes; Mr. Morgan, yes; Ms. Hovis, yes; Mr. Tarolli, yes; Mr. Robinson, yes; and Mrs. King, yes. Motion carried 7-0: per Mrs. Sarty

Mr. Tarolli moved to adopt Ordinance 25-24; seconded by Ms. Hovis.

Results of a voice roll call are as follows: Mrs. Gillman, yes; Ms. Phillips, yes; Mr. Morgan, yes; Ms. Hovis, yes; Mr. Tarolli, yes; Mr. Robinson, yes; and Mrs. King, yes. Motion carried 7-0: per Mrs. Sarty

**Ordinance 26-24**

AN ORDINANCE INCREASING THE BLANKET PURCHASE ORDER AMOUNT LIMIT AND AUTHORIZING EXEMPTIONS AND DECLARING AN EMERGENCY

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Mr. Tarolli moved to waive the three required readings of Ordinance 26-24: seconded by Ms. Hovis.

Results of a voice roll call are as follows: Mrs. Gillman, yes; Ms. Phillips, yes; Mr. Morgan, yes; Ms. Hovis, yes; Mr. Tarolli, yes; Mr. Robinson, yes; and Mrs. King, yes. Motion carried 7-0: per Mrs. Sarty

Mr. Tarolli moved to retain the emergency clause of Ordinance 26-24; seconded by Ms. Hovis.

Results of a voice roll call are as follows: Mrs. Gillman, yes; Ms. Phillips, yes; Mr. Morgan, yes; Ms. Hovis, yes; Mr. Tarolli, yes; Mr. Robinson, yes; and Mrs. King, yes. Motion carried 7-0: per Mrs. Sarty

Mr. Tarolli moved to adopt Ordinance 26-24; seconded by Ms. Hovis.

Results of a voice roll call are as follows: Mrs. Gillman, yes; Ms. Phillips, yes; Mr. Morgan, yes; Ms. Hovis, yes; Mr. Tarolli, yes; Mr. Robinson, yes; and Mrs. King, yes. Motion carried 7-0: per Mrs. Sarty

## **BUSINESS FROM THE FLOOR**

**Mr. Morgan** – Nothing to present

**Mr. Robinson** – Would like to see a community effort to assist senior citizens to take their recycling products to a central location (containers at City Hall parking lot) if needed in the future.

**Ms. Phillips** – Would like to see the recycling containers located in the parking lot of City Hall remain.

**Ms. Hovis** – Nothing to present

**Mr. Tarolli** – Merry Christmas and Happy New Year; will not be present at the next Council meeting.

**Mrs. King** – Excited to see Annie at Playmakers Civic Theatre this coming weekend.

**Mrs. Gillman** – There are a lot of benefits to living within a city limit and having access to municipal service, including curb side trash / recycling pickup. Possibly we could consider recycling pickup once a month vs. twice a month.

This weekend is your last opportunity to see Annie at Playmakers Civic Theatre. Have heard great reviews of the production.

**ANNOUNCEMENTS** None

## **ADJOURNMENT**

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With no further business to discuss Ms. Phillips moved to adjourn; seconded by Mrs. King. With all those in favor, the meeting was adjourned at 7:21 p.m.

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Sandra Ostheimer  
Clerk of Council

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Lisa Sarty  
President of Council