

February 11, 2025

**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, Margaret Phillips. Beth Gillman, Avery Robinson, and Cathy King. Jerry Tarolli excused.

Ms. Phillips moved to approve regular meeting minutes for January 28, 2025; seconded by Ms. Hovis. All agreed.

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

**GUEST PRESENTATION**

None

**PUBLIC COMMENT**

None

**PRESIDENT OF COUNCIL**

Under first reading this evening:

- Ordinance 4-25
  - Was assigned to the Safety & Service Committee; can go all three reads
- Ordinance 5-25
  - Was assigned to the Safety & Service Committee; can go all three reads
- Ordinance 6-25
  - Not assigned to a committee. Administration requesting Council to consider adopting at the first reading; time sensitive.
- Ordinance 7-25
  - Not assigned to a committee. Administration requesting Council to consider adopting at the first reading; time sensitive.
- Ordinance 8-25
  - Not assigned to a committee. Administration requesting Council to consider adopting at the first reading; time sensitive.

**MAYOR'S REPORT**

At the last council meeting Mayor Snider advised that interviews were being conducted for two different positions. The Heavy Equipment Operator will be starting in a week or so. This last Tuesday, February 4<sup>th</sup>, Brian Gutman took the Oath of Office to be the City's new Fire Chief.

In March, there will be an individual swearing in ceremony by rank for the Fire Department just prior to a Council meeting. Once determined the date will be provided.

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Thank you and congratulations to Andrew Petersen, a Senior at PCHS. He choose to build drop off boxes to place tattered American Flags around the community as his Eagle Scout project. There has been one placed in the atrium of City Hall, VFW downtown, and Trinity Methodist Church. The VFW will monitor the boxes and properly dispose of the flags.

Mayor Snider has once again been invited to the Mayors Challenge in association of the Italian Bowl in Toledo, Ohio in June.

PC Day at Fifth Third Field for 2025 will be on Sunday, August 17<sup>th</sup> with first pitch at 2:00 pm. Information about buying tickets will be provided in the near future.

Earlier today the Administration met with staff at Sandusky regarding their splash pad(s) operation.

Reminder the blue waterlines laying about are due to a water project that Ottawa County is doing. There will be some road closures for fourteen days on Madison Street starting tomorrow.

Mrs. King inquired about the pause of funding from the Federal Government two weeks ago, is there any additional information available.

Mayor Snider advised that we are good to go.

## **AUDITOR'S REPORT**

Not present

## **TREASURERS REPORT**

Not present

## **LAW DIRECTOR REPORT**

### *Ordinance 4-25*

This ordinance is amending 352.99 (parking infraction fines). This is not to change the process; it is to collect on the tickets that people have disregard. There are tickets not paid for from 2022 through 2024. The current fine is \$20.00 per ticket; an envelope is provided. The violator needs to place cash or check in the envelope, place a stamp on it and put it in the mail. They are also welcome to bring the ticket with payment to the PCPD to pay; all within ten days of receiving it to prevent an increase in the fine.

The cost of the process to collect the past due tickets costs more than the fine.

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This ordinance is asking that the original fine of:

- \$20.00 (current parking fine) be increased to \$30.00 (to be paid in 10 days)
- If not paid in 10 days increase fine to \$60.00
- If not paid in 30 days increase fine to \$90.00

Ms. Shenker provided the detail of the mailing of letter(s) to have the past due fine paid and the cost to the City doing so. To include the process and fee when sent to Ottawa County Court for collections.

Ms. Shenker and Chief Scott advised the city is working on a new option to have a QR code on the ticket paperwork to pay immediately with a credit card. This is not part of Ordinance 4-25.

Chief Scott spoke regarding the City of Port Clinton is quite unique that we do not charge to park on our city streets. Most cities across the country have a fee to park (with a kiosk or attendant on site); we don't want to run tourism away. However, the PD receives several complaints from the local businesses that visitors (not local residents) choose to park downtown instead of parking at the Jet Express Parking lot, avoiding paying a parking fee (\$20) when going to Put-in-Bay. This prevents the businesses customers having anywhere to park and them losing business. There are signs posted throughout downtown with a maximum of two-hour parking.

Mrs. King voiced her concern about the increase.

Mr. Morgan voiced his agreement to move forward with the ordinance.

#### *Ordinance 5-25*

In 2021 Section 131.06 was amended to charge \$10.00 for every subpoena the PD served. At the end of 2024, Judge Wargo of the Ottawa County Municipal Court conducted a meeting with various police departments and Sherrif's department; it was decided by Judge Wargo that for milage each entity can charge \$1.00 a mile with minimum of \$2.00 for milage to serve summons, pick up on warrants, etc.

Mr. Morgan inquired who pays this?

Ms. Shenker advised it is accessed as court costs to the defendant.

#### *Ordinance 7-25*

This ordinance is to revise the salary range, full-time and exempt employee status for the Fire Chief.

### **SAFETY SERVICE REPORT**

Nothing to present

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## **ECONOMIC COMMUNITY DEVELOPMENT COORDINATOR**

Ordinance 8-25

The City recently received an award letter from ODNR; the approval from City Council is one of the final steps in agreement with ODNR with receipt of the grant. These funds will go towards funding for the splash pad at Waterworks Park.

Mrs. King inquired how long it will take to receive the funds.

Mr. Christman advised this award is reimbursement after the project is completed.

## **POLICE CHIEF**

Nothing to present

## **INTERIEM FIRE CHIEF**

Not present

## **COMMITTEE REPORTS**

### ***Finance Committee***

#### **Ms. Hovis**

Nothing to report

### ***Environment and Public Works Committee***

#### **Mr. Tarolli**

Not present

### ***Safety Services Committee***

#### **Ms. Phillips**

The committee met on January 28, 2025, and unanimously approved to move forward with Ordinance 4-25 and 5-25.

### ***Economic and Community Development Committee***

#### **Mrs. Gillman**

Nothing to report

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## **CORRESPONDENCE**

Safety & Service Committee, January 28, 2025, meeting minutes.

Ms. Phillips moved to accept the correspondence as presented; seconded by Mr. Robinson. All agreed.

## **THIRD READING OF ORDINANCES AND RESOLUTIONS**

### **Resolution 25-2**

A RESOLUTION AUTHORIZING SALE OF PERSONAL PROPERTY BY INTERNET AUCTION

Mrs. Gillman moved to adopt Resolution 25-2; seconded by Mrs. King.

Results of a voice roll call are as follows: Mrs. Gillman, yes; Ms. Phillips, yes; Mr. Morgan, yes; Ms. Hovis, yes; Mr. Robinson, yes; and Mrs. King, yes. Motion carried 6-0: per Mrs. Sarty

## **SECOND READING OF ORDINANCES AND RESOLUTIONS**

None

## **FIRST READING OF ORDINANCES AND RESOLUTIONS**

### **Ordinance 4-25**

AN ORDINANCE AMENDING SECTION 352.99, PARKING INFRACTION FINES, OF THE PORT CLINTON CODIFIED ORDINANCES AND DECLARING AN EMERGENCY

No action taken – Ordinance 4-25 will be moved to second reading on February 25, 2025, at the regular scheduled Council meeting

### **Ordinance 5-25**

ORDINANCE AMENDING SECTION 131.06, FEE SCHEDULE FOR THE SERVICE AND RETURN OF WRITS AND ORDERS, OF THE PORT CLINTON CODIFIED ORDINANCES AND DECLARING AN EMERGENCY

No action taken – Ordinance 5-25 will be moved to second reading on February 25, 2025, at the regular scheduled Council meeting

### **Ordinance 6-25**

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 6-25; seconded by Mr. Robinson.

Results of a voice roll call are as follows: Mrs. Gillman, yes; Ms. Phillips, yes; Mr. Morgan, yes; Ms. Hovis, yes; Mr. Robinson, yes; and Mrs. King, yes. Motion carried 6-0: per Mrs. Sarty

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Ms. Hovis moved to adopt Ordinance 6-25; seconded by Mr. Robinson.

Results of a voice roll call are as follows: Mrs. Gillman, yes; Ms. Phillips, yes; Mr. Morgan, yes; Ms. Hovis, yes; Mr. Robinson, yes; and Mrs. King, yes. Motion carried 6-0: per Mrs. Sarty

### **Ordinance 7-25**

AN ORDINANCE ESTABLISHING THE SALARY OF A CERTAIN SUPERVISORY POSITION CLASSIFIED AS EXEMPT EMPLOYEE OF THE CITY OF PORT CLINTON, OHIO, AND REPLACING ANY PREVIOUS ORDINANCES REFERENCING SALARIES FOR CERTAIN EXEMPT EMPLOYEE AND DECLARING AN EMERGENCY.

Mrs. Gillman moved to waive the three required readings of Ordinance 7-25; seconded by Mr. Robinson.

Results of a voice roll call are as follows: Mrs. Gillman, yes; Ms. Phillips, yes; Mr. Morgan, yes; Ms. Hovis, yes; Mr. Robinson, yes; and Mrs. King, yes. Motion carried 6-0: per Mrs. Sarty

Mrs. Gillman moved to retain the emergency clause of Ordinance 7-25; seconded by Mr. Robinson.

Results of a voice roll call are as follows: Mrs. Gillman, yes; Ms. Phillips, yes; Mr. Morgan, yes; Ms. Hovis, yes; Mr. Robinson, yes; and Mrs. King, yes. Motion carried 6-0: per Mrs. Sarty

Mrs. Gillman moved to adopt Ordinance 7-25; seconded by Mr. Robinson.

Results of a voice roll call are as follows: Mrs. Gillman, yes; Ms. Phillips, yes; Mr. Morgan, yes; Ms. Hovis, yes; Mr. Robinson, yes; and Mrs. King, yes. Motion carried 6-0: per Mrs. Sarty

### **Ordinance 8-25**

AN ORDINANCE AUTHORIZING AND DIRECTING THE DIRECTOR OF SAFETY AND SERVICE TO ENTER INTO A NATUREWORKS GRANT AGREEMENT WITH THE OHIO DEPARTMENT OF NATURAL RESOURCES TO FUND CONSTRUCTION OF THE WATERWORKS PARK COMMUNITY SPLASH PAD

Mrs. Gillman moved to waive the three required readings of Ordinance 8-25; seconded by Mrs. King.

Results of a voice roll call are as follows: Mrs. Gillman, yes; Ms. Phillips, yes; Mr. Morgan, yes; Ms. Hovis, yes; Mr. Robinson, yes; and Mrs. King, yes. Motion carried 6-0: per Mrs. Sarty

Mrs. Gillman moved to adopt Ordinance 8-25; seconded by Mrs. King.

Results of a voice roll call are as follows: Mrs. Gillman, yes; Ms. Phillips, yes; Mr. Morgan, yes; Ms. Hovis, yes; Mr. Robinson, yes; and Mrs. King, yes. Motion carried 6-0: per Mrs. Sarty

## **BUSINESS FROM THE FLOOR**

**Mr. Morgan** – Nothing to present

**Mr. Robinson** – Nothing to present

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**Ms. Phillips** – Not sure if those in the community know that City Council is a legislative body; the Administration completes what is necessary to enforce, alter, initiate or complete the day-to-day operations of the city.

**Ms. Hovis** – Nothing to present

**Mr. Tarolli** – Not present

**Mrs. King** – Nothing to present

**Mrs. Gillman** – Encourage everyone to be safe with the incoming storm and it will be a full moon tomorrow.

**ANNOUNCEMENTS** None

**ADJOURNMENT**

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With no further business to discuss Ms. Phillips moved to adjourn; seconded by Mr. Robinson. With all those in favor, the meeting was adjourned at 6:55 p.m.

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Sandra Ostheimer  
Clerk of Council

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Lisa Sarty  
President of Council