

**PORT CLINTON CITY COUNCIL MINUTES
REGULAR MEETING**

Due to the coronavirus pandemic, the November 10, 2020, regular meeting of the Port Clinton City Council was held at Port Clinton Yacht Club, rather than in the Linda Hartlaub City Hall Chambers. Gabe Below, President Pro-Tem, presided and the meeting opened at 6:00 p.m.

Ms. Phillips moved to waive opening formalities and proceeded to roll call; seconded by Mrs. Hickman: all agreed.

The roll was called and the following council members were present: Pat Hovis, Beth Gillman, Margaret Phillips, Roseann Hickman, Brian Hild, and Gabe Below. Jerry Tarolli excused.

Ms. Phillips moved to adopt minutes for October 27, 2020; seconded by Mrs. Gillman: all agreed.

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

GUEST PRESENTATION

Poggemeyer Design Group (PDG): Jack Jones, Doug Nusser, and Greg Telecky

Mayor Mike Snider presented the Infrastructure Project. PDG will follow up with questions, answers, and discussion.

Where we have been, where we are today and where we want to be in the future for the City.

When PDG discussed the idea with the Administration, it was looked at as one project for the City. It has become apparent to do this correctly; the project must become two projects. Project "A" and Project "B".

Project "A" will be above ground. All roads that are not impacted by project "B". The intent is to take this to the ballot for the vote of the people in 2021. This will amount to \$7.00 month to every \$100,000.00 value of your home to be added to each parcel's real-estate tax.

Project "B" will be below ground. This will include new water, sanitary and storm sewer lines in key areas. In addition to reconstruction of the roads that are impacted. This is being referred to as the "spine" of the project.

It has come to our attention that Lakeshore Drive needs to be addressed, due to the erosion that has transpired as result of the high lake levels. This will be added to Project "B". The estimated cost for Project "B" is just over \$16,000,000.

Equivalent Dwelling Unit (EDU) – Is an equitable way of charging water and sewer.

There is a water EDU and sewer EDU. The reason for two different EDU due to people outside the City limits who pay for water only. In addition, there are people outside the City limits that pay for sewer only.

When figuring the EDU usage for water and sewer for our customers it was determined that, there are higher EDU's the originally estimated. EDU's are based on the use of the property. Example: The Gristmill was a gas station, which was 2.5 EDU's. Currently the property is a bar, which changes the EDU's to 4.22.

Each EDU charge will be \$12.50 a month; this will be added to the water and sewer bills as an infrastructure assessment fee. .

The charge will assist with:

- Future Phases
- Maintenance on current infrastructure
- What is next? With the age of our current infrastructure, water tower, etc.

At the next City Council meeting, there will be three new ordinances:

- Adopt the EDU charge.
- Asking for authorization for engineering services to put Project “B” in place.
- To authorize the Safety-Service Director to find the loan funding sources.

The new EDU charges will appear on water/sewer bills as of January 2021.

By the end of 2021, this will allow the City to select bids for Project “B”.

In 2022, we will begin construction. Projections are to complete Project “B” in 18 to 24 months.

The City will be working on getting additional information out to the community in regards to Project “A” for the March or November ballot.

QUESTION, ANSWER and DISCUSSION

Mr. Jones of PDG

An EDU is an Equivalent Dwelling (one Unit), which essentially equates to single-family residence. Any one that uses more than one EDU; commercial, institutional, and industrial will pay an additional share on the basis of how many EDU’s their business equivalent to. Example: Grocery store may have three EDU’s. They would pay $\$12.50 \times 3 = \37.50 additional on their water and sewer bill.

Mr. Hild inquired if the EDU charge that is proposed to start January 2021 is that for everyone in Port Clinton or everyone using Port Clinton water.

Mayor Snider advised it is everyone using Port Clinton water and sewer. If they only use sewer, it will only be the sewer portion. If they only use the water, it will only be the water portion of the EDU.

Mr. Nusser advised that since PDG presented the project to the public earlier in the year the project has only been tweaked a bit. Mostly to the water portion. Reprioritizing which water lines needed addressed first after meeting with the City’s Water Foreman many times. It is the same lineal footage as to what was presented to the public.

Mr. Jones advised the water lines that are being replaced are for two primary reasons. First reason are lines that are currently problematic that provide water to the community. Second reason is to improve the fire hydrant flow of small diameter lines. This would create good fire hydrant flow within 1000 ft. of each residence. This will provide the lowest fire insurance rate for our department.

Mayor Snider asked that PDG provide the importance of the “spine” of the sanitary and storm separation and how that leads to capacity at the sewer treatment plant.

Mr. Nusser advised that the sanitary sewer portion of the project the “back bone” is a further extension of the main trunk we have been installing over the last couple of years. Jefferson Street project did a short further extension of that trunk main. It is an 18” sewer. It stopped short at Third and Jefferson Street. We will be extending that further down Jefferson Street and then one branch run a 15” sewer, down Fourth Street to pick up a sanitary pumping station on the east side of the community. Then from there we will have 8” and 10” branch sewers. They will work off the side streets off Jefferson Street. The storm sewer portion of the project will be coming off Washington Street. This will separate the flows out of the combined system. We anticipate we can eliminate the existing combined sewer on Jefferson Street. It is a 20” to 24” combined sewer. The trunk sewer we are extending is a direct line to the sewer treatment plant.

Ms. Phillips inquired is the assessment based on property value.

Mayor Snider advised Project "B" is not based on property value. It is based on EDU. A single-family residence is one EDU, which will be \$12.50 a month.

Mr. Below inquired if South Ottawa Drive (in Portage Township) can the City do the infrastructure portion but leave the road portion to Portage Township.

Mr. Nusser does not see why that cannot happen.

Mr. Below inquired about the estimated design costs on Project "B"

Mr. Nusser stated it has not changed from the original estimate provided:

- Preliminary cost: \$159,465 (which is completed)
- Design Fees: \$588,700.

Mr. Below spoke about the ordinance for the EDU costs that will be presented at the next Council meeting. Council discussed with the Administration about affordability considerations. Mr. Below has done some research on reduced rates for water. Would like to work with the Law Director to come up with an affordability option for our Senior citizens and others who are on the lower income bracket. In hopes that everyone on Council would be comfortable with that.

Mr. Below inquired if there are any warranties available for this project, specifically roads.

Mr. Nusser advised about the sewer, water and roads would have a one-year warranty in respect to the construction. If you wanted to consider an extended warranty, they can provide that. However, it will drive up the construction costs.

What do most Ohio communities do in regard extended warranties?

Mr. Nusser advised that extended warranties are not requested too often.

Mr. Noderer inquired the definition of an EDU. A residential dwelling is one EDU. If it is an apartment building or condominium what would their EDU be?

Mr. Jones advised that apartments and condominium is defined by EPA legislation. Apartments have a reduced EDU or single EDU at times. Depends on the number of bedrooms they may have. Two bedroom apartment would be 2/3 EDU. A condominium is very similar to a house and is considered one EDU.

What about someone's home that has an apartment / suite. What happens to the EDU then?

Mrs. Frattaroli, Water Department Manager advised that a duplex is two EDU's (there are two separate living residences). If they are only renting a room but using the same utilities as the owners that would be one EDU.

To view the presentation in its entirety go to City of Port Clinton on Facebook or City of Port Clinton Council Meeting – November 10, 2020 on YouTube.com

PUBLIC COMMENT

None

PRESIDENT OF COUNCIL

Not present

MAYOR'S REPORT

Special thanks to The Snyder Family of Catawba Township for donating the Christmas tree for Downtown Port Clinton. Ken Gill Construction will be donating their services to transport the tree. The tree will be placed downtown prior to November 21, 2020.

Earlier today, you should have received an email about ringing the bell for The Salvation Army on Saturday, December 12, 2020, at the Friendship Food Store. If you would like to participate please, contact Mrs. Ostheimer.

“Operation Loud Rudolph” - Santa and Mrs. Claus will be returning to Port Clinton on Saturday, December 6, 2020, 2:00 p.m. They will be going around town on a Fire Truck on the same route we had for the mobile car shows and “Operation Loud Bunny”.

Leaf pick up started this week. Please rake the leaves to the boulevard. Please make sure the leaves are free of debris; sticks, trash, bricks, etc. Leaf pickup will continue until further notice.

Lighthouse Conservancy has paved the walkway around Derby pond.

Mr. Below inquired about the gap at the pathway around the Derby pond at the end of Fulton Street.

Mr. Colston advised Black Swamp (the property owners) would not allow asphalt to be placed at that section. John Smothers is looking at some permeable asphalt. The Black Swamp will have to authorize this prior to being applied.

The Greater Port Clinton Arts Council has submitted a lease proposal to the City for 317 W. Perry Street (the old street garage), to create the Arts Center. The Administration will meet next week to review the lease agreement.

Port Clinton City Hall offices will be closed in observation of Veterans Day.

AUDITOR’S REPORT

Not present

TREASURER’S REPORT

Mr. Below announced Dock tax \$28,400.00. / Bed tax \$155,181.01

LAW DIRECTOR REPORT

Nothing to present

SAFETY SERVICE

Gift of Lights trees will be placed the week of Thanksgiving at Adams Street Park. The Port Clinton Area Chamber of Commerce will announce how to participate in decorating a tree and how the community can vote on the best-decorated tree.

Thank you to Nicole and Brittany of the Port Clinton Area Chamber of Commerce, and Sandye Ostheimer of the City of Port Clinton for assisting in putting lights on the street lights downtown last Friday

POLICE CHIEF REPORT

Not present

COMMITTEE REPORTS

Mr. Below:

Finance Committee: Nothing to present

Economic & Community Development Committee: The Flag Design Competition survey will be available until December 4, 2020. The survey can be found on the City of Port Clinton Facebook page and portclinton.com.

Mrs. Hickman:

Environment & Public Works Committee: Nothing to present

Ms. Phillips:

Safety Services Committee: Nothing to present

Mrs. Gillman:

Arts & Culture Committee: Nothing to present

CORRESPONDANCE

Month End Reports, October 2020 / Cole Hatfield, Auditor

Mrs. Gillman moved to approve correspondence, seconded by Ms. Phillips; all agreed

THIRD READINGS

None

SECOND READINGS

Ordinance 26-20

AN ORDINANCE TO APPROVE OCTOBER 2020 REPLACEMENT PAGES TO THE PORT CLINTON CODIFIED ORDINANCES AND DECLARING AN EMERGENCY.

No action taken – Ordinance 26-20 will be moved to a third reading on November 24, 2020, at the regular scheduled Council meeting.

FIRST READINGS

None

BUSINESS FROM THE FLOOR

Mr. Hild – Thank you to PDG and the City Administration for all the hard work put forward on the infrastructure project.

Mr. Hild announced that he would be resigning his position on Council due to moving out of his ward. He is working with the Board of Elections for a replacement for the balance of his term.

Ms. Phillips – Announced that she posted photos on Facebook when M.O.M. was being taken down last week. She received over 500 comments on the enjoyment they had at that location.

Downtown Port Clinton looks very nice.

Mrs. Hickman – Thank you PDG and others who have worked very hard on the infrastructure project. Excited to see what the community will look like when this project is completed. Mrs. Hickman believes it will take a lot of education to the community on what this project will really mean for our community.

Morgan Realty Group decorated the potted trees today. Four of the trees are Gnomes

Ms. Hovis – Thank you to PDG for the presentation. Wishing Mrs. Gillman a Happy Birthday.

Mr. Below – Advised that any announcements needed for the next Council meeting (November 24, 2020) or committee meetings please have the information to the Council Clerk by Friday, November 20, 2020 by noon.

Mrs. Gillman – There will be a free pop-up COVID -19 testing at the Ottawa County Fairgrounds on Friday, November 13, 2020.

Bistro 163 along with United Way is having a free Thanksgiving Dinner. The last day to RSVP is November 18, 2020. Each of their Facebook pages have information posted.

Mr. Tarolli – Not present

ANNOUNCEMENTS

None

ADJOURNMENT

With no further business to discuss Ms. Phillips moved to adjourn; seconded by Mrs. Hickman. With all those in favor, the meeting was adjourned at 6:47 p.m.

Sandra Ostheimer
Clerk of Council

Gabe Below
President Pro-Tem