

**PORT CLINTON CITY COUNCIL MINUTES**  
**REGULAR MEETING**

---

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: Margaret Phillips, Pat Hovis, Beth Gillman, Jerry Tarolli, Kelly Gangle, Cathy King, and Richard Morgan.

Mr. Tarolli moved to approve regular meeting minutes for December 20, 2022; seconded by Mrs. Gillman. All agreed.

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

**GUEST PRESENTATION**        Richard Norgard, Port Clinton Lighthouse Conservancy  
  
   Please see attachment

**PUBLIC COMMENT**            None

**PRESIDENT OF COUNCIL**    Welcomed Mrs. Cathy King to your At Large position.

The Rules of Council 2023, have been provided to Council. One change has been documented so far; Mr. Tarolli will become Chairman of Environment & Public Works. The rules will be added to the next agenda; the rules will needed to be adopted by Council in the near future.

Ordinance 46-22 & 47-22 are under second reading this evening. The Finance Committee discussed both ordinances at their December 21, 2022, meeting. The Auditor and Administration have requested that Council consider adopting both ordinances at the second reading, if Council so chooses.

Council members should have received correspondence to file their Ethics paperwork by May 15, 2023.

**MAYOR'S REPORT** Welcome Mrs. King to the Council family. Mr. Colston and the Mayor will take Mrs. King around the City and departments on Friday of this week.

Other new employees that have joined the City of Port Clinton family:

- Patrolman Carolyn DeMore
- Mike Lantz – Water Distribution Department
- Derek Cook – Wastewater Department

Recently Congressional Earmarks Bill were passed and signed. The City of Port Clinton was awarded in access of 3.45 million dollars for the below ground Infrastructure project. We are still exploring other revenue opportunities as they become available. Thank you to Congresswoman Kaptur, Senator Brown, and Gabe Below for their assistance in the City of Port Clinton obtaining these funds.

Congratulations to the Walleye Drop committee; they did a fabulous job.

Wreaths across America is a touching and great event recognizing the Veterans that have passed away in our community. Wreaths were placed at Riverview Cemetery and Lakeview Cemetery on December 17, 2022. There were approximately 200 hundred people that assisted in laying the wreaths.

Ashton Fisher received his Eagle Scout Award at Immaculate Conception Church recently. He created a Credence Table (holds the tools of the Eucharist) for the church as his project. Congratulation to Ashton for all his hard work throughout the years.

December 23, 2022, Storm

- Prior to the storm the Administration and Emergency Departments meet to discuss what may happen and how to respond.
- Chief Johnson, Chief Scott and Tracy Colston quickly organized a “Warming Station” when it was determined that the electric would be out beyond 3:00 pm on the 23<sup>rd</sup>. “Warming Station” was located at the Port Clinton Fire Department. The Administration posted announcements of the “Warming Station” on the City’s social media page, and contacted many networks. There were 20 community members, 1 cat, and 2 dogs that came to the Port Clinton Fire Department.
  - The Orchard provided food
  - Annie & Amy Drummer provided cookies
  - Snip & Sharon Snider provided funds to purchase beverages
  - Salvation Army secured housing through Holiday Express and had OCTA in route to transport individuals.
    - The power was restored prior to anyone being transported; individuals preferred going back to their homes.
- The Service Department kept the City working with minimal employees, due to many of the employees were ill with the Flu.
- The Water Department were out throughout the holiday weekend, turning off water at homes that had broken pipes.

The Water Department recommended that homeowners run their faucets at a pencil width to prevent frozen pipes during the storm. In doing so, this will cause an increase to water bills. Please have your constituents contact the Water Department to request an adjustment to their water bill at 419-734-5522, extension 2.

Councilman and Elected Officials are invited to the State of the City Address. This year’s State of the City Address will be a bit different. It will be the State of the City Address “Discussion” (question and answer format). Instead of presenting the City Address at a Council meeting, it will be at two locations on two different dates; open to the public.

- Wednesday, February 8, 2023, 6:00 pm, Port Clinton Fire Department
- Thursday, February 9, 2023, 12:00 pm, Ottawa County Advocacy Center

There are 540 tasks that the City does on a regular basis. Mayor Snider is going to pick 10 items randomly to discuss. Department heads will be in attendance to assist in answering any questions.

Mayor Snider will also be presenting the State of City Address "Discussion" to the Port Clinton Government Class.

**AUDITOR'S REPORT** Council was provided the December Year-end Report.

Council was provided the Amended Official Certificate of Estimated Resources 2022, and Amended Official Certificate of Estimated Resources 2023, provided by Ottawa County Auditor to the City of Port Clinton Auditor.

Mr. Below requests that Council considering adopting Ordinance 46-22 and 47-22 at the second reading this evening.

Mr. Tarolli inquired about the remaining funds that the City received from American Cares Act.

Mr. Below advised that the has City have over two years to spend the total amount of funds that were received. The balance of funds have not been determined as of yet. For those who received less than 15 million dollars have larger choices on how the funds can be used.

**TREASURER'S REPORT** Bed Tax: \$329,702.71, final for 2022

**LAW DIRECTOR REPORT** Nothing to present

**SAFETY SERVICE** Nothing to present

**FIRE CHIEF** Not present

**POLICE CHIEF** Not present

## **COMMITTEE REPORTS**

### ***Finance Committee***

#### **Ms. Hovis**

Ordinance 45-22, was discussed on December 21, 2022, committee meeting.

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

#### **Mr. Tarolli**

Will provide a date in the near future.

***Safety Services Committee***

**Ms. Phillips**

Next committee meeting will be on January 24, 2023, @ 5:30 pm.

***Economic and Community Development Committee***

**Mrs. Gillman**

Next committee meeting, January 24, 2023 @ 6:30 pm

Mrs. Sarty advised Council that Committee meetings need to be scheduled monthly going forward. If some need to be cancelled that is acceptable.

**CORRESPONDENCE**

Finance Committee meeting minutes, July 18, 2022

Finance Committee meeting minutes, October 12, 2022

Finance Committee meeting minutes, November 18, 2022

Finance Committee meeting minutes, December 21, 2022

December Financial Report, Gabe Below

Mrs. Gillman moved to add Amended Official Certificate of Estimated Resources 2022 and Amended Official Certificate of Estimated Resources 2023, provided by Gabe Below to correspondence; seconded by Mr. Tarolli.

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

Mrs. Gillman moved to approve the correspondence as stated; seconded by Mr. Tarolli.

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

**THIRD READING OF ORDINANCES AND RESOLUTIONS**

**Ordinance 45-22**

AN ORDINANCE SETTING THE COMPENSATION OF CERTAIN ELECTED OFFICIALS OF THE CITY AND DECLARING AN EMERGENCY

Ms. Hovis advised that the Finance Committee amended Ordinance 45-22 by eliminating section 4, 5, & 6 from Ordinance 45-22. Also, amended section 3, by removing business hours.

Ms. Hovis moved to Amend Ordinance 45-22 as stated; seconded by Mr. Tarolli.

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

Ms. Hovis moved to retain the emergency clause of Ordinance 45-22 as Amended, seconded by Mr. Tarolli.

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

Ms. Hovis moved to adopt Ordinance 45-22 as Amended; seconded by Mr. Tarolli.

Mr. Morgan inquired why the sections were removed.

Ms. Hovis advised those individuals mentioned in those sections did not want to be included. Council does not want a pay increase until shovels are in the ground for the Infrastructure project.

Mr. Below advised that at the Finance Committee meeting it was discussed what the total cost would be prior removing section 4, 5, & 6 an additional \$84,000.00 over a four year term. This figure did not included the annual 2% increase; so it would be significantly higher. Mr. Below recommends adopting Ordinance 45-22 as amended.

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

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

### **Ordinance 46-22**

AN ORDINANCE REVISING AND FIXING THE SALARIES AND BENEFITS OF CERTAIN SUPERVISORY POSITIONS CLASSIFIED AS EXEMPT EMPLOYEES OF THE CITY OF PORT CLINTON, OHIO, AND DECLARING AN EMERGENCY.

Ms. Hovis moved to waive the three required readings for Ordinance 46-22; seconded by Mr. Tarolli.

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

Ms. Hovis moved to retain the emergency clause of Ordinance 46-22; seconded by Mr. Tarolli.

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

Ms. Hovis moved to adopt Ordinance 46-22; seconded by Mr. Tarolli.

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

### **Ordinance 47-22**

AN ORDINANCE REVISING AND FIXING THE SALARIES OF CERTAIN SUPERVISORY POSITIONS CLASSIFIED AS NON-EXEMPT EMPLOYEES OF THE CITY OF PORT CLINTON, OHIO, NOT COVERED BY A COLLECTIVE BARGAINING AGREEMENT AND REPLACING ANY PREVIOUS ORDINANCES REFERENCING SALARIES FOR CERTAIN NON-EXEMPT EMPLOYEES, AND DECLARING AN EMERGENCY.

Ms. Hovis moved to waive the three required readings for Ordinance 47-22; seconded by Mr. Tarolli.

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

Ms. Hovis moved to retain the emergency clause of Ordinance 47-22; seconded by Mr. Tarolli.

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

Ms. Hovis moved to adopt Ordinance 47-22; seconded by Mr. Tarolli.

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

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

None

### **BUSINESS FROM THE FLOOR**

**Ms. Hovis** – Nothing to present

**Mr. Tarolli** – Thanked the Administration and City crews for all their work on December 23, 2022.

Thanked the Tree Commission and tree crew on the fine job they did last year.

**Mrs. King** – Thank you for welcoming me. Very excited to work with everyone.

**Mr. Morgan** – Welcome Mrs. King.

**Ms. Gangle** – Welcome Mrs. King.

**Ms. Phillips** – Mrs. King you will enjoy it; this is a nice group.

**Mrs. Gillman** – Welcome Mrs. King. Hope you have a good tour of the City with Mr. Colston and Mayor Snider.

**ANNOUNCEMENTS** None

**ADJOURNMENT**

---

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 6:42 p.m.

---

Sandra Ostheimer  
Clerk of Council

---

Lisa Sarty  
President of Council



## **PCLC President's Report to the Port Clinton City Council Delivered January 10, 2022**

As president of the Port Clinton Lighthouse Conservancy, it is my pleasure to provide this annual update of our activities and accomplishments.

The health of the Conservancy is good. The total amount in our various liquid accounts was just under \$29,000. This is down from a year ago due to our support for the new Comfort Station in Waterworks Park, toward which we contributed a total of \$35,000 in donations and grants. An initiative of the Friends of the Port Clinton, the Comfort Station, which is nearing completion, will be a welcome addition to the lighthouse area.

Our revenue stream is derived primarily from annual memberships – that is, the Keepers of the Port Clinton Lighthouse who comprise our donor base. As of the end of 2022 we have 375 Keepers, 115 of whom are Charter and Lifetime members; these members contributed an amount no less than \$1000.

In addition to our generous donors, the sale of merchandise in the Keeper's Boathouse, online, and from our merchant partners in the community contributed \$9,313.56. Our top selling item was again the Cat's Meow collectible.

Our Edward Jones account, which is our "rainy day fund", reserved for emergencies only, has grown to nearly \$46,000.

Our major expenses are related to maintenance; primarily, the ongoing maintenance of the lighthouse and boathouse, as well as groundskeeping and landscaping. Preserving a 126-year-old wooden structure that is constantly exposed to the elements, and which was never designed to exist as long as it has, presents a continuing and considerable challenge and one that we take very seriously. This for us is JOB ONE.



In addition to maintaining the lighthouse, we continue to be committed to making our historic lighthouse accessible to the public. Our volunteer docents conducted 438 tours in 2022, nearly twice as many as the year before. 319 of these were paid tours, which brought in \$957. We also conducted no less than 100 unrecorded free tours for keepers, special groups, or individuals. And, after a two-year hiatus due to Covid, we held our fourth Lighthouse and Maritime Festival – our most successful yet. Last year’s event was notable for the addition of a highly popular boat show, and for our partnership with the Greater Port Clinton Area Arts Council, both of which we plan to continue this year.

This year we also anticipate the completion of electric service to the Boathouse and to the adjacent antique restored light pole. Other future enhancements that we are monitoring and/or anticipating are the paving of the Washington Street parking lot and the addition of a live webcam at the lighthouse.

I want to conclude by noting that the lighthouse area continues to be a magnet for members of, as well as visitors to, our community. We welcome this engagement and encourage it with the placement of holiday decorations and lighting. We urge the city and council members to explore ways we can all work together to further enhance the lighthouse area and the visitor experience.

Respectfully,

Rich Norgard  
PCLC President  
For the PCLC Board