

July 8, 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 6:20 p.m.

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

Ms. Phillips moved to approve regular meeting minutes for June 24, 2025, and special meeting minutes for June 26, 2025; 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**

None

**PUBLIC COMMENT**

**Kim Bender, 803 Fulton Street, Port Clinton, Ohio**

Mrs. Bender advised she has been a resident of the City of Port Clinton for 45 years. Thanked everyone for the event and fireworks. It was very nice and greatly appreciated.

Mrs. Bender spoke about short term rental in the residential districts of the City of Port Clinton. Feels they should be limited and / or all together eliminated. When an individual buys a home in a residential district that comes with an expectation that there won't be a business moving in next door. It's a detriment to home value and personal safety.

Mrs. Bender was in attendance when Larry Fletcher of Shores & Islands Ohio discussed Senate Bill 104 & House Bill 109 to Council. These pieces of legislation were created to deregulate and abolish any regulations on short-term rentals. However, Mr. Fletcher didn't support these two pieces of legislation. They believe that most communities that allow short term rentals have their own regulations (housing and safety issues) in place.

Mrs. Bender is concerned that the loss of single-family homes in the city can change our status of a City to a Village if we go below a population of 5,000.

Mrs. Bender provided regulations for short-term rentals in our surrounding communities. She questioned what the surrounding communities believe that we don't. What do they value about their residential neighborhoods in her opinion more than we do. What is the next step and what are we going to do to protect the residents? Flourishing safe family-oriented neighborhoods are the soul of our community, at least as important as our downtown.

Mr. Morgan asked if she was in Council's place what do you think is right?

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Mrs. Bender advised she would eliminate them from the residential districts and only allow them in the business districts. She would consider grandfathering in the residential districts, but only for the current owner. When sold that property would not be allowed to become a short-term rental.

Mrs. Bender inquired about what the Planning Commission meeting on July 10<sup>th</sup> has to do with.

Ms. Shenker, Law Director advised that it only has to do with the definition of “dwelling” in the Zoning legislation (Chapter 1125.02 (74) “Dwelling” – removing the very last sentence “Overnight rental and occupancy of a dwelling shall be prohibited”). Not short-term rentals legislation that is under Treasurer’s Department (Chapter 171, transient occupancy tax “bed tax”) and Auditor’s Department (Chapter 735 short term rental yearly registration requirements). Short-term rentals are not regulated under Zoning whatsoever. Other communities have short-term rentals under Zoning; the City of Port Clinton does not.

Councilman, Beth Gillman advised that the short-term legislation (Chapter 735) has been place over 1.5 years, it is time for the Safety & Service Committee to review and present their findings and concerns with their fellow Council members.

**Drew Gatliff, 119 Madison Street, Port Clinton, Ohio**

Mr. Gatliff requested clarification on what the process is to remove the last sentence in the definition of “Dwelling” in Chapter 1125.02 (74) on July 10, 2025, Planning Commission meeting.

Ms. Shenker advised that the Planning Commission was asked by the Zoning Inspector to consider removing the last sentence in the above chapter / section listed above. The Planning Commission only has authority to review and recommend to Council to consider amending the legislation. Council will then have their own public hearing and make a decision if they follow the recommendations that Planning Commission presented or go in another direction. If needed based on the decision that Council makes an ordinance may be created to modify the current legislation as they specify.

Mr. Gatliff feels those that wrote the ordinance for transients were not likely for short-term rentals, but for hotels, motels, B & B’s, etc. It did not state that they want the residential districts to be completely filled with short-term rentals. He advised that he is not looking to eliminate them all together. However, if Council choose to eliminate them, he would not be upset. There should be regulations.

Mr. Gatliff stated surrounding communities have made significant regulations or restrictions. Why is the City of Port Clinton not doing anything and waiting for the outcome of Senate Bill 104 & House Bill 109.

Mrs. Gillman advised Mr. Gatliff that Council adopted legislation (Chapter 735) in December 2023 with regulations for a short-term rental to operate in the city.

Ms. Shenker advised that Chapter 171 for transient occupancy tax (bed tax) was adopted in the 1980’s. Under Chapter 171 it has its own definition of a “Dwelling”. Chapter 735 (short-term rental registration / regulation) was adopted in December 2023. Chapter 735 requires a yearly application. The initial application requires the applicant to self-report by providing photos of safety measures and providing other supporting documents. This legislation also had rules regarding noise, parking, and the maximum number of occupants allowed based on the number of true bedrooms at the property. If there is a complaint, the Auditor and Safety Service Director investigate and will request changes in writing to the owner. If the issue reoccurs again or is not resolved the certificate to operate the property as short-term rental can be revoked.

## **PRESIDENT OF COUNCIL**

Under first reading this evening:

- Ordinance 20-25
  - Mr. Colston will discuss
  - This ordinance is time sensitive; Administration has requested that the Council consider passing on the first reading.

Thank you to the Port Clinton Fire Department and all the volunteers. The Port Clinton Women's Club had a 5k run on July 4<sup>th</sup>. Approximately 80 individuals participated. There were a lot of good comments regarding the new route (due to construction on State Street and Buckeye Blvd).

## **MAYOR'S REPORT**

Thank you to the Port Clinton staff and volunteers during the Fourth of July Celebration. With next year being the 250<sup>th</sup> anniversary more communities are planning to go bigger and better. He asked the Councilman to talk to their constituents and see their thoughts. Stay with the cost where we have been or dig deeper as a community for a grander fireworks display.

Brush pickup will begin on Monday, July 14, 2025. The Street department starts on the west end of the city and moves east. Once they have passed your property, they will not return for brush until next month. It generally takes three to four days to complete the entire city.

Thank you to Brian Gutman for participating in the Ottawa County Health Department eight-mile ride through the city two days ago on Mayor Snider's behalf.

July 16, 2025, Chief Dave Scott will be attending Governor Fish Ohio Day. Mayor Snider is not seaworthy and offers one of the City's employees to participate on his behalf.

This past weekend a multi-family structure burnt down leaving two families having lost everything. Lighthouse Sober Living and Ottawa County Family Advocacy will be having a Pancake feed on Saturday, July 12, 2025, 9:00 – 1:00 pm. This will take place at Ottawa County Family Advocacy Center located at 570 S. McKinley Drive. Free will offerings will be accepted.

Monday, July 14, 2025, at 4:30 pm will be the First Shot Ceremony at the annual National Matches at Camp Perry.

Monday, July 14, 2025, we are officially out of the Mayfly season. Ohio Edison will be back to turn the streetlights on.

For the last few months, the Port Clinton Fire Department has been conducting a Swearing in Ceremony prior to the City Council meeting. Today's swearing in is posted on Mayor Snider's personal Facebook page. Congratulations to all that have completed their fire training and received their commendation.

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Saturday, July 12, 2025, will be Mayor Snider's parents 56<sup>th</sup> wedding anniversary.

Happy Birthday today to our very own Council Clerk, Sandye Ostheimer.

## **AUDITOR'S REPORT**

Not present

## **TREASURERS REPORT**

As of July 8, 2025

Bed Tax: \$86,926.62

Watercraft Dock Tax: \$21,028.75

STR Registration Fee: \$27,500.00

Figures delivered by Mrs. Ostheimer

## **LAW DIRECTOR REPORT**

Nothing to present

## **SAFETY SERVICE REPORT**

Ordinance 20-25

Mr. Colston advised that the Wastewater Treatment plant has had no HVAC for the last year. They heated the building this past winter with propane blowers. Also, the Brooklyn Street pump station is deteriorating and needs replaced immediately.

The Administration requests that the City Council consider waving the bidding requirements for Ordinance 20-25 to prevent further delays. Brooklyn Street lift station is consequently going to fail in the very near future.

## **INCOME TAX COMMISSIONER**

Not present

## **POLICE CHIEF**

Not present

## **FIRE CHIEF**

Not present

## **COMMITTEE REPORTS**

### ***Finance Committee***

#### **Ms. Hovis**

There will be a Finance Committee meeting on Monday, July 14, 2025, at 6:00 pm at Port Clinton City Hall.

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

#### **Mr. Tarolli**

Nothing to report

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

#### **Ms. Phillips**

Nothing to report

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

#### **Mrs. Gillman**

Nothing to report

## **CORRESPONDENCE**

None

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

None

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

None

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

### **Ordinance 20-25**

AN ORDINANCE AUTHORIZING THE DIRECTOR OF SAFETY AND SERVICE TO ENTER INTO A CONTRACT WITH VERDANTAS FOR ENGINEERING SERVICES FOR THE DESIGN PHASE, BIDDING PHASE, AND CONSTRUCTION PHASE TO MAKE NECESSARY IMPROVEMENTS TO THE CITY'S WASTEWATER TREATMENT PLANT AND SANITARY LIFT STATION WITHOUT FORMAL BIDDING AND ADVERTISING AND DECLARING AN EMERGENCY.

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Mr. Tarolli motioned to waive the bidding requirements for Ordinance 20-25; seconded by Ms. Phillips

Mr. Morgan asked what's the life span of a sanitary lift station and how old is the Brooklyn Street lift station.

Mr. Colston advised approximately 20 years is the average life span. The Brooklyn Street lift station is 24 years old. We have been doing repairs for as long as possible and were getting by until recently.

Mr. Morgan feels the city went too long, without requesting the funds for the needed repairs. Requiring Council to waive the three required readings and requesting Council to pass on the first reading. Why wasn't this proposed a year ago.

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

Mr. Tarolli moved to waive the three required readings of Ordinance 20-25; seconded by Mr. Robinson.

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

Mr. Tarolli moved to retain the emergency clause of Ordinance 20-25; seconded by Mr. Robinson.

Mr. Tarolli stated to Mr. Morgan this is not out of the ordinary. Sometimes we have to do what we have to do.

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

Mr. Tarolli moved to adopt Ordinance 20-25; seconded by Mr. Robinson.

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

## **BUSINESS FROM THE FLOOR**

**Mr. Morgan** – Nothing to present

**Mr. Robinson** – Nothing to present

**Ms. Phillips** – The Fourth of July weekend was lovely.

**Ms. Hovis** – Nothing to present

**Mr. Tarolli** – What is the status of the tree grant.

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Mr. Colston advised the city has received the first reimbursement check. Due to the Federal Government funding being pulled once on this grant recently. The city is moving conservatively on the second round.

Mr. Tarolli inquired about the status of getting the potholes addressed in the city.

Mr. Colston advised Mr. Tarolli that the Street Department were out today filling potholes with what asphalt was available to them.

At the last Council meeting it was discussed communicating with our non-internet community members.

Mr. Colston advised that the city is working on providing more available information regarding the FLIP project.

**Mrs. King** – Mrs. King advised that she received complaints from community members about not being notified prior to receiving their water / sewer bill with an increase that has been implemented. We need to be more transparent to our community members; people need to be informed.

Mayor Snider asked President of Council, Mrs. Sarty to assign to a committee a position of “Communication Director” with salary and job description to be provided.

**Mrs. Gillman** – Nothing to present

## **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 7:55 p.m.

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Sandra Ostheimer  
Clerk of Council

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Lisa Sarty  
President of Council