

CLYDE CITY COUNCIL
Regular Session – April 5, 2022

Clyde City Council met at 7:00 p.m. on Tuesday, April 5, 2022 in Council Chambers of the Municipal Building, 222 N. Main Street, Clyde, Ohio. Mayor Brent Stanley called the meeting to order.

Roll Call.

Present: Mayor Brent Stanley
Vice Mayor Chris Shay
Council Member Scott Black
Council Member Steve Keegan
Council Member Doug McCauley
City Manager Paul Fiser (Not voting)
Clerk of Council Janet Dickman (Not voting)
Deputy Clerk Jackie Hoppe (Not voting)
Finance Director Craig Davis
IT Administrator Justin LaBenne (Not voting)
Solicitor Zachary Selvey (Not voting)

Absent/

Excused:

Visitors signing in can be referenced in the Record Book Supplement.

The meeting opened with The Lord's Prayer followed by the Pledge of Allegiance to the Flag.

APPROVAL OF MINUTES

The minutes of the March 14, 2022 special session of council were distributed for review prior to this meeting. There were no corrections.

Motion: to approve the minutes of the March 14, 2022 special session of council as written,

Action: Approve,

Moved by Council Member Steve Keegan, **Seconded by** Vice Mayor Chris Shay.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 5).

Yes: Mayor Brent Stanley, Vice Mayor Chris Shay, Council Member Scott Black, Council Member Steve Keegan, Council Member Doug McCauley.

The minutes of the March 15, 2022 regular session of council were distributed for review prior to this meeting. There were no corrections.

Motion: to approve the minutes of the March 15, 2022 regular session of council as written,

Action: Approve,

Moved by Vice Mayor Chris Shay, **Seconded by** Council Member Doug McCauley.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 5).

Yes: Vice Mayor Chris Shay, Council Member Scott Black, Council Member Steve Keegan,

Council Member Doug McCauley, Mayor Brent Stanley.

DISCUSSION OF PENDING OLD BUSINESS

There was none.

CORRESPONDENCE

- A Thank you from the CHS prom committee for the donation of \$1,500.00.
- Notice to legislative authorities; all class C and D permits to sell alcohol in our political subdivision will expire 6/1/2022 – attachment in Record Book Supplement for review; Mr. Selvey explained this process for new Council members; typically Council would check with Chief Campbell to ask if there have been any problems with any of the retail establishments, of which Mr. Selvey is not aware of any problems; if any Council members have concerns with any of the establishments, they should share their concern with Mr. Selvey by the next Council meeting.

Craig Davis entered the meeting at 7:07 p.m.

Visitors:

No visitors requested to speak at this time.

FIRST READING ORDINANCES

2022-22 AN ORDINANCE AUTHORIZING THE CITY MANAGER TO EXECUTE A SCHEDULE TO MASTER SERVICES AGREEMENT BETWEEN THE CITY OF CLYDE, OHIO AND AMERICAN MUNICIPAL POWER, INC., FOR PARTICIPATION IN THE ADVANCED METERING INFRASTRUCTURE PROGRAM AND DECLARING AN EMERGENCY.

Ordinance No. **2022-22** was read in its entirety.

Mr. LaBenne stated this Ordinance is a long time coming. It was approved in last year's budget and had been discussed the past two years. This will help to streamline the meter process. From an IT perspective, we will share a network with AMP. Entering into this agreement was suggested by John Courtney.

Mr. McCauley questioned our financial obligation for this agreement (\$700,000 will be paid outright). Will we get a return on this investment (yes). Will all members of AMP be entering into a similar agreement (yes, it is headed that way).

Mayor Stanley stated he believes when this was originally discussed in 2020 the cost was \$1 mil (yes, but there was more included in that agreement; we will start with this and see how it goes).

Mayor Stanley announced that this ordinance contained an emergency clause.

Motion: to suspend the rule preventing passage of an ordinance at a meeting at which it is first introduced, which is section 4-5 of the Charter, **Action:** Suspend rule,

Moved by Council Member Steve Keegan, **Seconded by** Vice Mayor Chris Shay.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 5).

Yes: Council Member Scott Black, Council Member Steve Keegan, Council Member Doug McCauley, Mayor Brent Stanley, Vice Mayor Chris Shay.

By poll of Council, Ordinance No. **2022-22** was read by title only for its second reading.

There were no further comments and/or questions.

Motion: to adopt Ordinance No. **2022-22**, **Action:** Adopt,

Moved by Council member Doug McCauley, **Seconded by** Council Member Steve Keegan.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 5).

Yes: Council Member Steve Keegan, Council Member Doug McCauley, Mayor Brent Stanley, Vice Mayor Chris Shay, Council Member Scott Black.

Mayor Stanley announced that Ordinance No. **2022-22** has been adopted.

2022-23 AN ORDINANCE AUTHORIZING THE CITY MANAGER TO ADVERTISE FOR BIDS FOR THE 2022 WOODLAND AVENUE/MAPLE STREET SANITARY SEWER PROJECT IN THE CITY OF CLYDE; APPROPRIATING FUNDS THEREFOR; AUTHORIZING THE EXPENDITURE OF FUNDS; AND AUTHORIZING A CONTRACT.

Ordinance No. **2022-23** was read in its entirety.

Mr. LaBenne stated this is a \$1.1 mil project, of which \$325,000 comes from OPW, \$200,000 from County Commissions and the balance from Permanent Improvement and the American Rescue Act. This will eliminate a lift station in the area.

Mr. Keegan stated this has been a long time coming. Previously, a questionnaire had been sent to the residents in that area. The majority of those residents do not have access to sewer services in that area. He suggests that the City keep the residents informed of the status of the project, even if it means having special meetings in the evenings at the City Building.

Mr. McCauley questioned the timeframe (bid July 1, then 30 days until contracts are executed, then the project will begin, possibly in August). Mr. Fiser explained that this project is for our benefit; therefore, they will be waiving assessments to the residents. However, there will be a tap in fee. The Health Department will require those without a septic system to tie in.

Mr. Shay questioned how long the project should take (if they start in August, maybe three months).

Mayor Stanley questioned the amount of the tap fee (maybe \$2,400-2,500).

Mr. Keegan questioned how they will deal with the grain train detour (they will need to maintain

traffic; it will be on the west side of the road).

Mayor Stanley announced that Ordinance No. **2022-23** had its first reading.

SECOND READING ORDINANCES

There were none.

RESOLUTIONS

2022-24 A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH THE OHIO TURNPIKE AND INFRASTRUCTURE COMMISSION FOR THE CONSTRUCTION OF A SANITARY SEWER SYSTEM.

Resolution No. **2022-24** was read in its entirety.

Mr. LaBenne noted the details of the project are in the attachment exhibit. We are giving up a portion of the property from S.R. 510 to the WWTP so that it will be a direct line to the plant. Expected annual revenue for this project is \$100,000.

Mr. Keegan confirmed it will be a direct line from the turnpike to the WWTP, with no odor from manholes along the way.

Mr. McCauley questioned, with this coming on line, at peak capacity, how much can we handle (we are currently at about 80% capacity; the turnpike will not be adding too many gallons per day; either way we will need to expand, and this will be a good revenue for us).

Mr. Black stated he is glad to see this finally get done. He has wanted to see this ever since we got water to them.

Mayor Stanley echoes these comments. We will need to have conversations in the future regarding an expansion.

Motion: to pass Resolution No. **2022-24**, **Action:** Pass,

Moved by Vice Mayor Chris Shay, **Seconded by** Mayor Brent Stanley.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 5).

Yes: Council Member Doug McCauley, Mayor Brent Stanley, Vice Mayor Chris Shay, Council Member Scott Black, Council Member Steve Keegan.

Mayor Stanley announced that Resolution No. **2022-24** passed.

2022-25 A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH UTILITY ASSET MANAGEMENT INC., DENVER, COLORADO FOR THE INSPECTION OF OUR ELECTRICAL SYSTEM POLES FOR CLYDE LIGHT & POWER; APPROPRIATING AND AUTHORIZING THE EXPENDITURE OF MONEYS THEREFOR.

Resolution No. **2022-25** was read in its entirety.

Mr. LaBenne extended thanks to Mr. Lachner for his work on this project. We were unable to get this done the past couple of years due to COVID. However, the cost is much better now. In 2020 we would have gotten 300 poles for \$100,000. Now we are getting 2,100 poles and it is a better method.

Mayor Stanley appreciates Mr. Lachner finding other opportunities to test the electric poles and for saving approximately \$60,000. He questioned if we have used this company before (no).

Motion: to pass Resolution No. **2022-25**, **Action:** Pass,

Moved by Council Member Steve Keegan, **Seconded by** Vice Mayor Chris Shay.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 5).

Yes: Mayor Brent Stanley, Vice Mayor Chris Shay Council Member Scott Black, Council Member Steve Keegan, Council Member Doug McCauley.

Mayor Stanley announced that Resolution No. **2022-25** passed.

2022-26 A RESOLUTION AUTHORIZING THE CITY MANAGER TO APPLY FOR PARTICIPATION IN THE OHIO DEPARTMENT OF TRANSPORTATION'S (ODOT'S) WINTER-USE SALT CONTRACT (018-23).

Resolution No. **2022-26** was read in its entirety.

Mr. LaBenne stated this is an annual contract for salt usage. We will need to get about 400 tons this year; we average 800-1,000 tons per year; 400 tons is what we need to get us back to storage capacity.

Mr. Keegan questioned how much we have used so far this winter (about 400 tons)

Mr. Shay questioned if the cost of salt fluctuates from year to year (yes; price fluctuation for this year is unknown).

Motion: to pass Resolution No. **2022-26**, **Action:** Pass,

Moved by Council Member Steve Keegan, **Seconded by** Mayor Brent Stanley.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 5).

Yes: Vice Mayor Chris Shay, Council Member Scott Black, Council Member Steve Keegan, Council Member Doug McCauley, Mayor Brent Stanley.

Mayor Stanley announced that Resolution No. **2022-26** passed.

ADMINISTRATIVE REPORT

Justin LaBenne gave the following report:

- Much time has been spent the past two weeks, training with Mr. Fiser while maintaining IT responsibilities.

- Initial work has begun on Paden Lane; trees have been removed – and yes, trees, shrubs, flowers, etc. will be coming back to that area; it is a full-scale renovation of the alleyway. People have committed to donate towards benches, flowerpots, a mural. Most is funded through grants. We came across and submitted an application for a Lowes Hometowns Grant to also put towards the Paden Lane amenities.
- Met with union representatives, consultants, John Courtney during the training with Mr. Fiser.
- Ads for replacing the IT Administrator position will be coming out Wednesday. We expect some pretty strong candidates to apply, and letting go of what I have built over the last 15 years will be difficult.
- Recreation - 145 kids signed up for T-ball/Knothole (57 more than last year) 40 people signed up using the CivicRec software (using a credit card) this time around, and people that missed sign-ups were pointed there and able to get signed up quickly without creating headaches for our staff, and for the parents that missed the deadline.
- Attended an R3 Steering Committee meeting in Gibsonburg. The R3 is a grant initiative from BGSU, paid for thru the Cares Act. We were going to apply last year, but were unable to commit at that time. The funding will go towards the BGSU students to come into your town and give you people and resources to plan for art projects, events, etc. It is 100% free for us. The application is almost done and should be turned in on Friday.
- Will be attending a three-day training course on the Basics of Economic Development in Ohio in Columbus for the rest of the week.

FINANCE DIRECTOR'S REPORT

Mr. Davis - Reviewed the financials for February:

- Everything has been tracking the same as earlier in the year
- Funds are in a healthy position
- A meeting will be scheduled for the Finance Committee to review the Interest Income

Tax due date is April 18th.

GAP conversion to prepare for annual audit is in process.

Payroll software upgrade is in the final stretch. The utility upgrade, which was paid for last year, is set to start being worked on. That will be a huge upgrade. Hopefully this upgrade will go smoother than the last two upgrades (from the same company) last year.

Records retention files need to get to disposal. Mr. Davis will get a listing to Administration so these records can be destroyed.

FIRE DEPARTMENT REPORT

Chief Davis sent eight firefighters to fire school at Penta vocation school.

Have had some issues with two of our truck engines.

Call volume YTD is at a total of thirty.

COUNCIL REMARKS

Mr. Keegan noted this is Mr. Fiser's last Council meeting and teased that this is the end of his "reign of terror". He commended Mr. Fiser for working with Council and for always getting things done. The past two and half years have been some of the craziest stuff he has ever seen. Our department heads and our staff are great, as they continued to provide all services we needed to survive. Hopefully it is coming to an end. He offered thanks to Mr. Fiser for doing a good job.

Mr. McCauley echoed Mr. Keegan. Although his time on Council with Mr. Fiser has been short, he has seen what Mr. Fiser has done for the City. Most of this work has been done underground through his engineering expertise with the infrastructure. Much has been accomplished, in a masterful way. It is good to see so many department heads here tonight and they are appreciated for the job they do and the way they run their department.

Mr. McCauley commended the Tree Commission for their hard work that went into getting the Arbor Day award. Although two members, Frank Pierce and Becky Brooks, recently resigned, they were a part of the team that got this award.

Mr. Shay received a request from a citizen to have the tennis court at Hendricks Park checked out. They stated there are cracks and other damage to the court, the nets need to be replaced and the fence is rusty. He asked for the budget to be looked at for this year and for next to consider possible upgrades.

Mr. Shay interacted with Mr. Fiser through his involvement with EMS and Mr. Fiser's involvement with the Fire Department. It has been a pleasure to work with and to know him.

Mr. Black finds it hard to believe it's time for Mr. Fiser to retire already. It was a seamless transition from Mr. Weaver to Mr. Fiser. Mr. Fiser exceeded expectations and it has been a pleasure to work with him. Mr. Fiser always provided honest answers and that is appreciated. It has been an honor to have Mr. Fiser as the City Manager. He wishes him well and offered his thanks.

Mayor Stanley echoed Council comments to Mr. Fiser. He appreciates all of the City improvements and all of Mr. Fiser's accomplishments.

Mr. Fiser extended thanks to all his family and departmental superintendents present tonight. He shared the praise with all of the city staff, noting the staff would never let him fail. He reviewed some of the highlights of his accomplishments and some of the things he was not able to get to, but he hopes Mr. LaBenne can get to those projects.

Mayor Stanley read and presented Mr. Fiser with a proclamation.

MOTIONS

Motion: to enter into an executive session at 8:01 p.m. for the sole purpose to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a

public employee., **Action:** Enter Closed Session,

Moved by Mayor Brent Stanley, **Seconded by** Council Member Steve Keegan.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 5).

Yes: Council Member Scott Black, Council Member Steve Keegan, Council Member Doug McCauley, Mayor Brent Stanley, Vice Mayor Chris Shay.

There will be no further business conducted following the adjournment of the executive session.

ADJOURNMENT

Motion: to adjourn the executive session at 8:31 p.m., **Action:** Adjourn,

Moved by Mayor Brent Stanley **Seconded by** Council Member Doug McCauley.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 5).

Yes: Council Member Steve Keegan, Council Member Doug McCauley, Mayor Brent Stanley, Vice Mayor Chris Shay, Council Member Scott Black.

Motion: to adjourn the meeting at 8:32 p.m., **Action:** Adjourn,

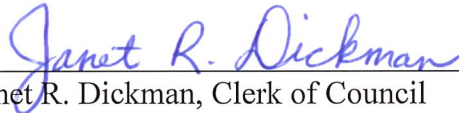
Moved by Mayor Brent Stanley **Seconded by** Council Member Doug McCauley.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 5).

Yes: Council Member Doug McCauley, Mayor Brent Stanley, Vice Mayor Chris Shay, Council Member Scott Black, Council Member Steve Keegan.



Brent Stanley, Mayor



Janet R. Dickman, Clerk of Council

CITY OF CLYDE

COUNCIL MEETING

Date: Tuesday April 5, 2022 Regular Session

Visitors – PLEASE SIGN IN:

1. Ken Winke
2. Jim Rohlf
3. John B. Or
4. Greg Smith
5. Jim Mason
6. Bill Hamilton
7. Cory Lachner
8. Parker Reese
9. MacKenzie Fiser
10. Jenny Andrews
11. Jim Andrews
12. Mary Dencer
13. Dan Dancer
14. John Fiser
15. John Meggitt

Phyllis Fiser
Becky Andrews
Pam Meggitt
Danielle Ardnt