

CLYDE CITY COUNCIL
Regular Session – November 15, 2022

Clyde City Council met at 7:00 p.m. on Tuesday, November 15, 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 Justin LaBenne (Not voting)
Clerk of Council Janet Dickman (Not voting)
Deputy Clerk Jackie Hoppe (Not voting)
Finance Director Frank Weasner (Not voting)
Solicitor Zachary Selvey (Not voting)

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 November 1, 2022 regular session of council were distributed for review prior to this meeting. There were no corrections.

Motion: to approve the minutes of the November 1, 2022 regular session of council as written,

Action: Approve,

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

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.

DISCUSSION OF PENDING OLD BUSINESS

There was none.

CORRESPONDENCE

- A thank you note from the family of Virginia Wilkins, mother of former employee Sharon Smith
- Parade registration for Winesburg Weekend; several Council Members will attend the parade and tree lighting, but they will not be participating in the parade.

Visitors:

There were no visitors who requested to speak at this time.

FIRST READING ORDINANCES

2022-65 AN ORDINANCE REDESIGNATING THE HEREINAFTER-DESCRIBED REAL ESTATE IN THE CITY OF CLYDE, OHIO, PART OF OUTLOT 96, PARCEL NO. 326000009601, TOTALING APPROXIMATELY 9.718 ACRES, IN THE CITY OF CLYDE FROM (R-3) MULTI-FAMILY RESIDENTIAL TO (C-2) GENERAL COMMERCIAL AND DECLARING AN EMERGENCY.

Ordinance No. **2022-65** was read in its entirety.

Mr. LaBenne is happy to have them here.

Council had no further comments/questions.

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 Vice Mayor Chris Shay, **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.

By poll of Council, Ordinance No. **2022-65** was read by title only for its second reading.

Motion: to adopt Ordinance No. **2022-65**, **Action:** Adopt,

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.

Mayor Stanley announced that Ordinance No. **2022-65** has been adopted.

2022-66 AN ORDINANCE ADOPTING A CREDIT CARD POLICY AND DECLARING AN EMERGENCY.

Ordinance No. **2022-66** was read in its entirety.

Mr. LaBenne noted the previous credit card policy was very brief; this policy is a “housekeeping” measure. The current system is to have four credit cards that are used by all City staff, with a maximum usage of \$20,000 for citywide. The cards are frequently used for training/travel. There have been times when the card has reached its maximum, and staff then need to use their personal credit cards and request reimbursement. With this new policy, individual cards will be issued to staff and a dollar amount maximum for the card will be

allocated to each department. This will overall clean up the process.

Mr. McCauley questioned how a compliance officer will be selected, and questioned if the CO should be the Council liaison to Finance (Council will select the CO at their annual reorganization meeting).

Mr. McCauley questioned if a Purchase Order will still be needed (the new process will also offer some flexibility because the card could be used without having a PO, by contacting Administration for approval; this will help in emergent situations).

Mayor Stanley stated it is good to bring the policy up to date and to clean up the process.

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 Vice Mayor Chris Shay, **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.

By poll of Council, Ordinance No. **2022-66** was read by title only for its second reading.

Motion: to adopt Ordinance No. **2022-66**, **Action:** Adopt,

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 Ordinance No. **2022-66** has been adopted.

SECOND READING ORDINANCES

2022-63 AN ORDINANCE TO MAKE PERMANENT APPROPRIATIONS FOR CURRENT EXPENSES AND OTHER EXPENDITURES PURSUANT TO OHIO REVISED CODE SECTION 5705.38 FOR THE CITY OF CLYDE, STATE OF OHIO, DURING THE FISCAL YEAR 2023.

By poll of Council, Ordinance No. **2022-63** was read by title only for its second reading.

Mr. LaBenne reported this will finalize the budget. Some letters of intent for new equipment have already been sent out with the hopes if we order sooner, we will not have to wait the possible eighteen months to receive the equipment.

Motion: to adopt Ordinance No. **2022-63**, **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: Mayor Brent Stanley, Vice Mayor Chris Shay, Council Member Scott Black, Council Member Steve Keegan, Council Member Doug McCauley.

Mayor Stanley announced that Ordinance No. **2022-63** has been adopted.

RESOLUTIONS

2022-67 A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH MELDRUM MECHANICAL SERVICES, INC. FOR THE REPAIR OF A CLARIFIER DRIVE FOR THE CITY OF CLYDE WASTEWATER TREATMENT PLANT; APPROPRIATING FUNDS AND AUTHORIZING THE EXPENDITURE OF MONEYS THEREFOR.

Resolution No. **2022-67** was read in its entirety.

Mr. John Biggs, WWTP superintendent, explained what a clarifier does.

Council members thanked Mr. Biggs for attending this meeting and sharing the explanation.

Mr. McCauley questioned if there is a back-up for this equipment (no, it typically runs 24/7/365; however, they currently have it running only two hours at a time until repairs are made).

Mr. Shay questioned if this is part of the upgrade plans (a master plan will be worked on in the near future; this will be part of Phase III which could be ten years out; we need to get another five years use out of this unit).

Mayor Stanley questioned what will happen if the unit completely stops working (we would need to get creative with how to move sludge and would need to bring in temporary pumping; repairs are costly due to labor and the use of a crane).

Motion: to pass Resolution No. **2022-67**, **Action:** Pass,

Moved by Council Member Steve Keegan, **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.

Mayor Stanley announced that Resolution No. **2022-67** passed.

2022-68 A RESOLUTION AUTHORIZING AND DIRECTING THE CITY MANAGER TO ENTER INTO AGREEMENTS WITH GREEN CREEK, RILEY AND YORK TOWNSHIPS TO PROVIDE FIRE PROTECTION.

Resolution No. **2022-68** was read in its entirety.

Mr. LaBenne received this information today. We need to approve this first, before Green Creek votes to approve. This will include a one percent increase.

Mayor Stanley noted this is a routine “housekeeping” matter for an annual renewal.

Motion: to pass Resolution No. **2022-68**, **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 Scott Black, Council Member Steve Keegan, Council Member Doug McCauley, Mayor Brent Stanley, Vice Mayor Chris Shay.

Mayor Stanley announced that Resolution No. **2022-68** passed.

ADMINISTRATIVE REPORT

Mr. LaBenne gave the following report:

- Spending time getting ready for the Winesburg Weekend preparations.
- Meetings for contracts and health insurance.
- Budget clean-up for end of year with appropriations that need to be done and preparing for next year.

FINANCE DIRECTOR'S REPORT

Mr. Weasner gave the following updates:

- The cost for the recent city-wide garbage drop-off event was \$3,589.24
- We are finalizing our staff healthcare agreement
- Funds from First Financial and PNC have been combined; the accounts at these banking institutions have been liquidated and closed
- 17,000 non-filing tax letters have been sent for the time period 2015-2021
- The new utility software will be up and running by the end of the month; staff are currently receiving training for software use
- Julian & Grube have submitted our 2021 audit to the Auditor of State

COUNCIL REMARKS

Mr. Keegan extended compliments for the downtown area looking nice, including the mural.

Mr. Keegan offered congratulations to the Clyde Flier football team, the cheerleaders, band and everyone who was involved with and/or supported the team.

Mr. Keegan questioned if a grant is available to purchase carbon monoxide detectors for the Fire Department to offer to residents at no charge (we will look into this). Mr. Shay reported the Clyde Ace Hardware gives a discount to Clyde Fire Department to purchase the detectors. It was questioned if COVID/ARPA funds could be used to purchase these detectors (we will look into this).

Mr. Keegan questioned if the City has a list of community members who would like to be called if a deer is hit/killed, to take possession of the carcass (no; our Police Department would call the Sheriff's department who has a list).

Mr. Keegan discussed the ongoing concern with Evergreen Plastics, with constant, repeated

problems with trash all over their property and adjacent property, and an odor. This is observed as a public nuisance. Council and Administration voiced agreement with this concern.

Mr. Keegan observed a fire hydrant laying in the weeds near S.R. 510 / C.R. 223.

Mr. Keegan noted that Clyde currently has a leaf pick-up process that requires two staff members, and with the new leaf pick-up equipment it will require only one staff member to run it. In Cleveland, they need four staff members to run their leaf pick-up equipment.

Mr. McCauley offered kudos to Clyde Light & Power for a job well done during a recent high winds storm. These guys are skilled and he respects the linemen for the dangers they face repairing lines during this type of storm. It is a privilege to have a system that runs so well.

Mr. McCauley questioned how a possible power/electric theft could occur (possibly if the service has been disconnected and the resident somehow hooks the meter back up; not paying a bill for this service; bypassing the meter; a neighbor taps into someone's electricity). Mr. Selvey noted this is a chargeable offense through the police department.

Mr. McCauley has also observed the mess from Evergreen that is trashing our City and the bike trail. The plastic particles were "raining" down on them as they used the bike trail, and the particles migrate and invade our water stream, all the way to Sandusky Bay. The particles do not biodegrade. This is a health concern. The next time he speaks about this, it will be to the regional EPA office in Bowling Green. Something has to be done about this. They have no management to contain their trash. Mr. Selvey noted there could be zoning violations that would apply. We could charge littering, which could be a criminal charge if it is habitual. It would be beneficial to report to EPA as a City as opposed to a private citizen. Mr. Winke noted there have been multiple changes in management at Evergreen. Mr. LaBenne stated they added a \$10 mil expansion, and they should have a plan to address this situation. He has video footage of the concern areas. This issue has been going on as long as they have been at this location. Mr. LaBenne will contact them to bring this concern back to their attention.

Mr. McCauley referenced a memory plaque on the bike rack downtown. He inquired if the City takes care of this, as a plaque had come off (we will take care of replacing it).

Mr. Shay added to the Evergreen comments, and feels their overall investment is \$53 mil. The fact that they can clean the area when complaints are brought to them, it shows they can clean it but they choose not to. We want to encourage people to visit Clyde, but this section of our town is embarrassing. He would agree to sign a letter, if one is sent from the City to the EPA. We cannot tolerate the possibility of poisoning our neighborhoods.

Mr. Shay offered thanks to Administration for heading up the Winesburg Weekend duties. They saw a need and volunteered to take it on. This is an important event to the community.

Mr. Shay has toured the WWTP months ago. It is a fascinating facility to see how they process what comes into the plant. Kudos to all of those workers.

Mr. Black agrees with Council comments regarding the Evergreen problem.

Mayor Stanley offered congratulations to Coach Carter, the football team and all subsidies, including school administration, for supporting the team. They had a good season.

Mayor Stanley feels we should do something with CO detectors for those that request them.

Mayor Stanley agrees with getting on top of the trash and plastic blowing around at Evergreen that has been going on for years. He feels we should start with a phone call from Mr. LaBenne, then track if they can consistently keep it clean.

Mayor Stanley referenced numerous complaints related to coyotes. He views this as a wildlife issue. Mr. LaBenne has received no complaints of attacks. Mr. Selvey feels we have had coyotes around here for decades. Residents who call the City about sightings are referred to the Wildlife Officer. A letter is crafted to send to residents who email us, with information included related to trapping.

A work session scheduled for November 22, 2022 at 6:30 p.m. in the conference room to discuss a residential sidewalk program, façade improvements and zoning codes.

MOTIONS

Motion: to enter into an executive session at 8:11 p.m. for the sole purpose to discuss the purchase or sale of property, **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 Steve Keegan, Council Member Doug McCauley, Mayor Brent Stanley, Vice Mayor Chris Shay, Council Member Scott Black.

No further business will be conducted following the executive session, other than adjournment.

ADJOURNMENT

Motion: to adjourn the executive session at 9:15 p.m., **Action:** Adjourn,

Moved by Vice Mayor Chris Shay, **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.

Motion: to adjourn the meeting at 9:16 p.m., **Action:** Adjourn,

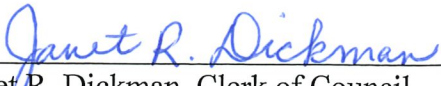
Moved by Vice Mayor Chris Shay, **Seconded by** Council Member Doug McCauley.

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.



Brent Stanley, Mayor



Janet R. Dickman, Clerk of Council

CITY OF CLYDE

COUNCIL MEETING

Date: 11/15/2022 Regular Session

Visitors – PLEASE SIGN IN:

1. [Signature]
2. [Signature] Jostl Sengstak
3. [Signature] Justin Sengstak
4. Pike Brown
5. Gary Smith
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