

CLYDE CITY COUNCIL
Regular Session – December 5, 2023

Clyde City Council met at 7:00 p.m. on Tuesday, December 5, 2023 in Council Chambers of the Municipal Building, 222 N. Main Street, Clyde, Ohio. Mayor Doug McCauley called the meeting to order.

Roll Call.

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

Absent/

Excused: Finance Director Frank Weasner

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 21, 2023 regular session of council were distributed for review prior to this meeting. There were no corrections.

Motion: to approve the minutes of the November 21, 2023 regular session of council as written,

Action: Approve,

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

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

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

The minutes of the November 28, 2023 work session of council were distributed for review prior to this meeting. There were no corrections.

Motion: to approve the minutes of the November 28, 2023 work session of council as written,

Action: Approve,

Moved by Council member Chris Shay, **Seconded by** Council Member Brent Stanley.

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

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

DISCUSSION OF PENDING OLD BUSINESS

There was none.

CORRESPONDENCE

- A Christmas card from ClydeScope EDC

Visitors:

Mayor McCauley read and presented a proclamation to Tom Leber, original owner of The Pizza House, in recognition of their 50th anniversary of being in business.

Mr. Keegan asked if they are currently at their second location or third (second). He offered his congratulations for serving the best pizza for 50 years. To be the best, you have to do your best, in all that you do.

Mr. Stanley thanked Mr. Leber for all that he has done, including supporting school sporting activities and all he has done for the community. Their pizza is top notch. He has seen the growth of this business, and is glad to be a part of it.

Mr. Black offered thanks and noted the business has been run well. Pizza House is the best pizza in town. Mr. Black noted his kids worked at The Pizza House when they were younger.

Mr. Shay offered his thanks for serving the best pizza in this area. He noted Mr. Leber has hired many young staff over the years, and for many this was their first experience with a job. This job helped them to develop good work skills with customer service. He appreciates that Mr. Leber gave these workers this opportunity. Mr. Leber noted the good workers may have stayed about two years, while others who were not interested in developing good work skills may have stayed about two weeks.

Mayor McCauley stated it is remarkable for a small business in a small town to endure. Mayor McCauley has lived in Clyde for 42 years and he has attended many parties with school events, enjoying Pizza House pizza. He offered good luck to Alesha Beier, one of the new owners. It is great to have family to carry on this tradition. He offered congratulations to Mr. Leber who built a great foundation and developed this good brand. Best wishes to Mr. Leber in his retirement.

Greg McMaster distributed information regarding “Night to Shine,” a prom for special needs individuals in Sandusky County. This event is sponsored by the Tim Tebow Foundation and has been offered in Sandusky County for several years. The event will be held at Terra State Community College on February 9, 2024 and is in need of volunteers.

Mayor McCauley questioned how this event is funded (individual and church donations, a grant from the Tebow Foundation).

Mr. Keegan thanked Mr. McMaster for his time he has given to this event and for sharing this information with Council.

Mr. Stanley has a nephew who attends this event. He questioned if Mr. McMaster is requesting a donation (not asking, but would accept a donation). Mr. Stanley offered thanks to Mr. McMaster for being a part of this event.

Mr. Black offered thanks for sharing this information and for taking on his part to help as everyone involved with this event is special to participate.

Mr. Shay offered thanks for this information, noting he has heard about this event on social media. He questioned how long Mr. McMaster has been involved with Night to Shine (for ten years; he initially became involved through his church; his duty at the event is to oversee parking). Mr. Shay supports this event.

Mayor McCauley offered thanks for this information. He was not aware of Night to Shine. His mother worked with children with disabilities for 25 years; in her retirement she continued to be an advocate. He offered thanks for what Mr. McMaster is doing.

FIRST READING ORDINANCES

2023-89 AN ORDINANCE AMENDING SECTION 557.03 OF THE CODIFIED ORDINANCES OF THE CITY OF CLYDE, AND DECLARING AN EMERGENCY.

Ordinance No. **2023-89** was read in its entirety.

Mayor McCauley 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** Council member Chris Shay.

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

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

Mr. LaBenne stated this is needed to update for a change that was made last year. A reference to 14 days was changed to 7 days, but the remainder of the document stayed the same.

By poll of Council, Ordinance No. **2023-89** was read by title only for its second reading.

Motion: to adopt Ordinance No. **2023-89**, **Action:** Adopt,

Moved by Council Member Chris Shay, **Seconded by** Council Member Brent Stanley.

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

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

Mayor McCauley announced that Ordinance No. **2023-89** has been adopted.

2023-90 AN ORDINANCE AUTHORIZING THE TRANSFER OF PROPERTY LOCATED AT 102 SOUTH MAIN STREET TO THE CLYDE DEVELOPMENT AUTHORITY.

Ordinance No. **2023-90** was read in its entirety.

Mr. LaBenne stated this was initially discussed when we decided to purchase this property. The Clyde Development Authority was created and would have less restrictions when handling it.

Mr. Keegan questioned how much more needs to be done with this property before it can be rented (HVAC, utilities; we are also waiting for the final plans to be approved by the state).

Mr. Stanley questioned how long it might be before the State approves our final plans (we just got a response from the State with some revisions that need to be made; after we re-submit it might take about a few weeks).

Mr. Black questioned if we have another property in mind to purchase and use (the City Manager has a list of potential properties, but we will wait and see what comes up).

Mr. Shay feels this is all a part of the original plan.

Mayor McCauley stated the Development Authority fits with the plan as discussed. It will help with development, with expediting construction, with permits, etc. We never want the City to be a landlord; the Authority will do that, under the umbrella of Council. This was an ambitious project, taking time and resources. Positive comments have been received regarding the progress so far.

Mr. Selvey stated if this Ordinance is approved at the next meeting, the transfer will occur after the first of 2024.

Mayor McCauley announced that Ordinance No. **2023-90** had its first reading.

SECOND READING ORDINANCES

There was none.

RESOLUTIONS

2023-91 A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH CDWG FOR THE PURCHASE OF VERKADA CAMERA EQUIPMENT FOR THE CITY OF CLYDE, APPROPRIATING FUNDS AND AUTHORIZING THE EXPENDITURE OF MONEYS THEREFOR.

Resolution No. **2023-91** was read in its entirety.

Will Chambers stated this purchase was discussed during the 2024 budget hearings. The price will be 50% off retail. We will order now, and pay for it in 2024.

Council members thanked Mr. Chambers; also, his knowledge and skills are very valuable.

Mayor McCauley questioned if the purchase price is the same as the price that was budgeted (the actual price is slightly lower than budgeted). Technology growth is never ending and it is costly; the safety it can provide needs vigilance.

Mr. Chambers confirmed three vendors offered quotes. This will be a cloud based system, eliminating the need for four servers. This is especially needed in Community Park due to previous vandalism. This is the same system the Clyde-GS school system is going to be using. If needed, we would be able to work together with the school system for added help with seek and search situations, to track persons or vehicles. The system will have a high tech search engine, with the ability to track specific characteristics (i.e., a yellow hoodie, a face as identified in a picture, etc.).

Mr. Selvey confirmed that cameras will only be pointed towards public property, not a private home. There will not be an invasion of privacy.

Motion: to pass Resolution No. **2023-91**, **Action:** Pass,

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

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

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

Mayor McCauley announced that Resolution No. **2023-91** passed.

2023-92 A RESOLUTION AUTHORIZING THE PURCHASE OF ELEVEN SINGLE-PHASE TRANSFORMERS OF VARYING SIZES FOR CLYDE LIGHT & POWER, APPROPRIATING FUNDS, AND AUTHORIZING THE EXPENDITURE OF MONEY THEREFOR.

Resolution No. **2023-92** was read in its entirety.

Mr. LaBenne reported these are single phase transformers. Some will immediately be put into use, and some will be held for a back-up.

Mr. Keegan questioned if these will be used on the street or for a business (unsure). He agrees it is good to have back up supplies. He questioned if there is room indoors to store the back-ups (yes).

Mr. Stanley questioned why some of the transformers are listed at a lower price than others (it could possibly be due to some being new and some being re-wound). Mr. Stanley assumes Mr. Lachner will have a preventive maintenance schedule for those in storage.

Motion: to pass Resolution No. **2023-92**, **Action:** Pass,

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

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

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

Mayor McCauley announced that Resolution No. **2023-92** passed.

2023-93 A RESOLUTION AUTHORIZING THE PURCHASE OF SPILLMAN FLEX SOFTWARE FOR THE POLICE AND FIRE DEPARTMENTS, APPROPRIATING FUNDS, AND AUTHORIZING THE EXPENDITURE OF MONEY'S THEREFOR.

Resolution No. **2023-93** was read in its entirety.

Mr. LaBenne stated we have, in the past, considered joining with Sandusky County for record management. The County has tried this software and it is working well for them. The County has offered money if we go with this system and the Commissioners will be voting on this offer next week. We will be adding the Fire Department, in addition to the Police Department.

Mr. Chambers confirmed this will not be a centralized dispatch. The initial cost of this system is higher than our current system, but the annual fee is one third less than current.

Mr. Stanley questioned the annual fee (\$6,000 for five years).

Mr. Black once visited Chicago with Mr. Paul Fiser for a technology related event. The technology today to be able to track and ensure safety is a great asset, although it is costly.

Mr. Shay questioned if residents will still be able to gain access to their records locally or will they need to request from the County (locally; nothing will change in that regard). Mr. LaBenne noted there will be no change to what we have access to.

Mr. Chambers shared another benefit of this software in that when the Police Department interacts with a suspect, they will also be able to see any other interaction details related to that suspect with County officers.

Motion: to pass Resolution No. **2023-93**, **Action:** Pass,

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

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

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

Mayor McCauley announced that Resolution No. **2023-93** passed.

2023-94 A RESOLUTION AUTHORIZING THE EXPENDITURE OF PUBLIC FUNDS FOR THE ANNUAL EMPLOYEE POTLUCK CHRISTMAS PARTY.

Resolution No. **2023-94** was read in its entirety.

Mr. LaBenne noted this documentation was recommended by our auditor.

Mr. Selvey offered an opinion that Council could do a blanket legislation for future holiday parties.

Mr. Keegan questioned if the Union also contributes to this event (yes). He has attended in the past, and enjoys the good food at this party. It was confirmed the date is 12/15/2023.

Mr. Stanley agrees with supporting this event.

Mayor McCauley also supports this event, and feels it is important for everyone to gather together.

Motion: to pass Resolution No. **2023-94**, **Action:** Pass,

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

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

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

Mayor McCauley announced that Resolution No. **2023-94** passed.

2023-95 A RESOLUTION REAPPOINTING REBECCA ESTEP TO THE CLYDE DEVELOPMENT AUTHORITY BOARD OF DIRECTORS.

Resolution No. **2023-95** was read in its entirety.

Mr. LaBenne had decided to stagger the terms of the initial Development Authority Board members. Ms. Estep was given a one year term, and has expressed a desire to continue.

Council members offered thanks to Ms. Estep for volunteering. She is a very bright individual and Council is glad she is willing to continue.

Motion: to pass Resolution No. **2023-95**, **Action:** Pass,

Moved by Council Member Brent Stanley, **Seconded by** Council Member Chris Shay.

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

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

Mayor McCauley announced that Resolution No. **2023-95** passed.

2023-96 A RESOLUTION REAPPOINTING JENI GOLDEN TO THE CLYDE FAIR BOARD.

Resolution No. **2023-96** was read in its entirety.

Mr. LaBenne is happy to have Ms. Golden back for another term with the Fair Board.

Mr. Keegan is the Council liaison for the Fair Board. He noted Ms. Golden was initially involved with the Queen's Contest, but now has more responsibilities and she does a lot for the Fair. He offered thanks.

Mr. Stanley offered thanks for her continuing to serve.

Mr. Black offered thanks. He worked with Ms. Golden at Whirlpool; his wife now serves with her on the Fair Board.

Mr. Shay noted all City Boards/Commissions are very important. He noted the Fair Board works year round to prepare for the Fair and he appreciates their commitment.

Mayor McCauley offered thanks as volunteering is an unselfish act. We do not have an abundance of volunteers, and we are thankful for the volunteers we have.

Motion: to pass Resolution No. **2023-96**, **Action:** Pass,

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

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

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

Mayor McCauley announced that Resolution No. **2023-96** passed.

ADMINISTRATIVE REPORT

Mr. LaBenne gave the following report:

- It was discovered this morning that there is a pole hanging/damaged at the corner of Main/Amanda Streets; it is unknown what happened to this pole or who is responsible for it; Administration will make some calls tomorrow to try to get this resolved
- The Church Street project was started this week
- The intersection of Woodland Avenue/Maple Street is tore up related to the Woodland Avenue project
- Terry Drive, the alley behind the school board office off of Buckeye Street is tore up; Columbia Gas is currently upgrading services to the downtown area
- Work is underway to wrap up this year with last minute legislation

COUNCIL REMARKS

Mr. Keegan spoke about the Green Springs reservoir, which he estimates to currently be down by ten to fifteen feet. Years ago the EPA approved a water line through Old Fort to the Sandusky River. Mr. Paul Fiser is familiar with getting grants for this project. Mr. Keegan encourages Council and Administration to not let this project fall through the cracks. He encourages Council members to drive by and observe this reservoir.

Mr. Stanley referenced two Board member resignations that are included with tonight's meeting packet, one for BZA and one for the Rec Board.

Mr. Stanley offered a reminder for safety during this holiday season, especially with electrical safety such as extension cords for decorations, etc. Safety is first and foremost.

Mr. Black agrees with the importance of the water line to the Sandusky River. He recalls that this project was halted due to mussels needing to be relocated but he questions why that would take this long.

Mayor McCauley referenced a \$3 mil grant for the water line that Mr. Fiser obtained. He questioned if there is a timeframe for using those funds and a timeframe for this project. The status of this project will need to be monitored. Water is a valuable asset.

Mayor McCauley reported observing the results of littering and vandalism of the new playground equipment at Cherry Street Park. He questioned if this could be monitored with cameras. There needs to be consequences for this type of behavior.

Mayor McCauley referenced the sidewalks on Main Street that have been damaged by the contractor for the gas line upgrades. The sidewalks are currently in awful condition. He questioned how we can ensure they will be fixed properly when the weather allows. Mr. Selvey stated we will contact them; if need be, we could file a lawsuit. Mr. LaBenne noted we currently contact them frequently to ensure proper repairs are completed.

Mr. Selvey serves as the City Solicitor. He noted Council would need to make a motion to have the Development Authority included in his duties.

MOTIONS

Motion: to accept the resignation of Mike Arnold from the Recreation Board, **Action:** Accept, **Moved by** Council Member Steve Keegan, **Seconded by** Council Member Brent Stanley.

Council members offered thanks to Mr. Arnold for his service.

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

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

Motion: to donate \$500.00 to the Night to Shine, **Action:** Donate,

Moved by Council Member Brent Stanley, **Seconded by** Council Member Chris Shay.

Council members hope this money will help with this event. They feel Night to Shine is a great event and they are proud to be a part of this donation.

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

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

Motion: to retain our City Solicitor for the Clyde Development Authority legal matters,

Action: Retain,

Moved by Council Member Brent Stanley, **Seconded by** Council Member Chris Shay.

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

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

Motion: to accept the resignation of Art Maines, II from the BZA, **Action:** Accept,

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

Council members offered thanks to Mr. Maines for his time and effort as he did a good job. Mr. Shay is the Council Liaison for BZA and he noted Mr. Maines was dedicated, but due to his busy schedule as a business owner and a father, he felt it was time to resign. Mayor McCauley requests recommendations for new volunteers.

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

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

Motion: to enter into an executive session at 8:21 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 Doug McCauley, **Seconded by** Council Member Steve Keegan.

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

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

Mayor McCauley announced no further business/action will take place following the adjournment of the Executive Session.

ADJOURNMENT

Motion: to adjourn the Executive Session at 9:06 p.m., **Action:** Adjourn,

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

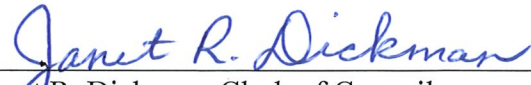
Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 5).

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

Motion: to adjourn the regular meeting at 9:07 p.m., **Action:** Adjourn,
Moved by Council Member Chris Shay, **Seconded by** Council Member Steve Keegan.
Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 5).
Yes: Vice Mayor Scott Black, Council Member Chris Shay, Council Member Steve Keegan,
Council Member Brent Stanley, Mayor Doug McCauley.



Doug McCauley, Mayor



Janet R. Dickman, Clerk of Council

CITY OF CLYDE

COUNCIL MEETING

Date: Tuesday December 19⁵, 2023 Regular Session

Visitors – PLEASE SIGN IN:

1. Terri Meek
2. Greg McMaster
3. Alicia Beier
4. Gene T. Paul
5. Tom Leber
6. Gary Smith
7. Bill Brown
8. _____
9. _____
10. _____
11. _____
12. _____
13. _____
14. _____
15. _____