

CLYDE CITY COUNCIL
Regular Session – December 19, 2023

Clyde City Council met at 7:00 p.m. on Tuesday, December 19, 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)
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 December 5, 2023 regular session of council were distributed for review prior to this meeting. There were no corrections.

Motion: to approve the minutes of the December 5, 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.

DISCUSSION OF PENDING OLD BUSINESS

There was none.

CORRESPONDENCE

A letter from Habitat for Humanity of Sandusky County, requesting a donation.

Visitors:

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

Mayor McCauley noted there were twenty-four regular Council sessions, with one hundred pieces of legislation presented, and ten work sessions for Council in 2023. The City is moving forward.

FIRST READING ORDINANCES

2023-97 AN ORDINANCE MAKING CERTAIN SUPPLEMENTAL APPROPRIATIONS, INTER-FUND TRANSFERS AND INTRA-FUND TRANSFERS TO APPROPRIATIONS DURING THE FISCAL YEAR OF 2023 AND DECLARING AN EMERGENCY.

Ordinance No. **2023-97** 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 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.

Mr. Weasner stated this Ordinance is needed for standard end of the year “clean-up” and for year end balancing. Two accounts, Rec Department and the Fair Board, “clean-up” included balances from last year.

By poll of Council, Ordinance No. **2023-97** was read by title only for its second reading.

Motion: to adopt Ordinance No. **2023-97**, **Action:** Adopt,

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 Ordinance No. **2023-97** has been adopted.

SECOND READING ORDINANCES

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. Keegan inquired if renters in new properties will be encouraged to park in the back (yes, they can be).

Motion: to adopt Ordinance No. **2023-90**, **Action:** Adopt,

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

Mayor McCauley announced that Ordinance No. **2023-90** has been adopted.

RESOLUTIONS

2023-98 A RESOLUTION AUTHORIZING AND APPROPRIATING FUNDS FOR CURRENT EXPENDITURES RELATED TO RENOVATION WORK AT 102 S. MAIN ST.

Resolution No. **2023-98** was read in its entirety.

Mr. LaBenne noted this is a recommendation from the auditors to “clean-up” the documentation for the use of these funds.

Motion: to pass Resolution No. **2023-98**, **Action:** Pass,

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

Mayor McCauley announced that Resolution No. **2023-98** passed.

2023-99 A RESOLUTION AUTHORIZING THE PURCHASE OF CONSTRUCTION MATERIALS FOR 102 SOUTH MAIN STREET, APPROPRIATING FUNDS, AND AUTHORIZING THE EXPENDITURE OF MONEYS THEREFORE.

Resolution No. **2023-99** was read in its entirety.

Mr. LaBenne explained that Carter’s had processed some invoices to include sales tax and some invoices to exclude sales tax. When correcting their error, they lumped multiple invoices together, which then pushed the amount over \$25,000.

Mr. Stanley questioned if all the materials included with the invoices have already been used (yes).

Mayor McCauley noted the statement attached to this Resolution is not itemized; he would like future invoices for Council review to be itemized (the original invoices were itemized and prices were verified; the attached statement includes amounts with corrections related to sales tax).

Motion: to pass Resolution No. 2023-99, **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: 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. **2023-99** passed.

2023-100 A RESOLUTION SUPPORTING THE CITY OF CLYDE COMPLETE STREETS POLICY.

Resolution No. **2023-100** was read in its entirety.

Mr. LaBenne stated this policy was reviewed and discussed at a work session. Other minor revisions have been made to the policy. We will factor in these guidelines for future projects.

Mr. Stanley feels this will be good for the community. This policy can be used for future designing, and will help with walking accessibility and handicapped accessibility. With this policy, the City may be eligible for some grants to help fund projects.

Mayor McCauley noted the Complete Streets review was a comprehensive audit of the City of Clyde, taking into account sidewalk access and pointing out what we have and also what we need. This policy will enhance the community and will make grants possible, that we otherwise would not be eligible for.

Motion: to pass Resolution No. **2023-100**, **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: 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. **2023-100** passed.

2023-101 A RESOLUTION DECLARING CERTAIN EXPENDITURES TO BE A PROPER PUBLIC PURPOSE.

Resolution No. **2023-101** was read in its entirety.

Mr. LaBenne noted this is another recommendation from the auditors to “clean-up” the documentation for the use of these funds.

Mr. Weasner added that when using the General Fund, this is the tax payor’s money. Having a blanket resolution is proper and good for this purpose.

Mr. Stanley is glad we are taking steps to implement the auditors recommendations.

Mayor McCauley agreed it is good to clean up documentation; there have been many other legislations this year for “clean-up.”

Motion: to pass Resolution No. **2023-101**, **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 Chris Shay, Council Member Steve Keegan, Council Member Brent Stanley, Mayor Doug McCauley, Vice Mayor Scott Black.

Mayor McCauley announced that Resolution No. **2023-101** passed.

ADMINISTRATIVE REPORT

Mr. LaBenne gave the following report:

- We are wrapping up the end of the year
- The last meeting was held with the union to ratify their new contract

FINANCE DIRECTOR'S REPORT

Mr. Weasner reported the following for the November financial statement:

- General Fund is down by approximately \$70,000; this is due to a large end of year "clean-up"
- Sewer Fund is down slightly
- Income Tax receipts are down compared to November 2022, when there was a large receipt from Whirlpool; however, in 2023, we have needed to pay back a portion of that large receipt
- Interest Income has tripled compared to 2022; possibly in 2024, this might level off

Mayor McCauley commended Mr. Weasner for doing a remarkable job.

COUNCIL REMARKS

Mayor McCauley acknowledged the presence of his grandson at tonight's meeting, who is home on leave from the U.S. Army, after having been gone the past year.

Mr. Keegan attended the Employee Christmas party potluck last week and it was a great time.

Mr. Keegan commented on the downtown sidewalks that were torn up when Columbia Gas was doing some work there. Their patching of the sidewalks is deplorable. He questions how they will dig up the asphalt they used to patch them, and replace with cement in the spring.

Mr. Keegan noted this is his last meeting. He offered thanks to the citizens who have voted for and supported him over the years; he offered thanks to this Council for asking him to fill in for Ms. Jackson's unexpired term; and he offered thanks to his family members who are present at this meeting.

Mr. Stanley offered a holiday reminder to be aware of family and friends who may be experiencing stress during this holiday season and/or those who are not as fortunate to have things that they need.

Mr. Stanley noted this is also his last meeting after serving four years. He offered appreciation to the Council, to Administration and to the community for their support.

Mr. Black offered wishes of Merry Christmas and Happy New Year to everyone. He wishes the best for Mr. Stanley as he has been a fine addition to Council and he will be missed.

Mr. Shay commends Mr. Stanley and Mr. Keegan for their service to this community. He acknowledged the sacrifices they have made in order to serve in this role. It can be difficult at times if blame is placed on Council members. These gentlemen served with honor and he is proud

to have served with them.

Mayor McCauley is proud of this Council for their professionalism and their ability to be civil with each other even if they disagree. Mayor McCauley has served the past two years with Mr. Keegan and Mr. Stanley and he has learned from them. He wishes them well. He noted the sacrifice of their time and their self while attending approximately thirty-five meetings, and they did not have their “own” agenda but rather had their love for the community. Within Mr. Keegan’s twenty-six years of serving he had to make some tough decisions for the betterment of the community.

Mr. Black read and presented a plaque to Mr. Keegan for his 25 years of service.

Mr. Stanley met Mr. Keegan before serving on Council. It was Mr. Keegan who encouraged Mr. Stanley to run for a Council seat. He commended Mr. Keegan for having a lot of knowledge of Council. Mr. Stanley has lived in Clyde for twenty years while Mr. Keegan has lived in Clyde his entire life.

Mayor McCauley appreciates Mr. Keegan’s twenty-five years of unselfish service; his love for the community is evident.

Mr. Shay feels Mr. Keegan’s heart and soul is in the City of Clyde and for the people. He appreciates his service and is proud to serve with him.

Mr. Selvey commended Mr. Keegan for his ability to listen to comments regarding a topic and his ability to re-evaluate, as appropriate, his opinion regarding that topic based on the comments he heard.

Mr. Black worked at Whirlpool with Mr. Keegan for forty years. At work they would talk about Council meetings and these talks inspired Mr. Black to run for a Council seat. Mr. Black was selected to fill an unexpired Council term. Mr. Black owes it all to Mr. Keegan for helping him get started with Council. Mr. Keegan will be missed.

Mr. Keegan offered thanks for the kind words expressed by his fellow Council members.

By poll of Council, the work session scheduled for December 26, 2023 is cancelled.

By poll of Council, the reorganization meeting scheduled for January 2, 2024 will begin at 6:15 p.m.

MOTIONS

Motion: to enter into an executive session at 7:43 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.

Incoming Council members Terri Meek and Greg McMaster were invited to join the Executive Session.

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

ADJOURNMENT

Motion: to adjourn the Executive Session at 9:29 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).

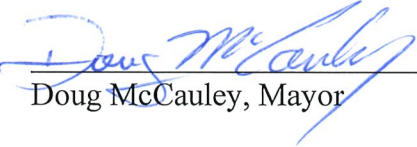
Yes: Mayor Doug McCauley, Vice Mayor Scott Black, Council Member Chris Shay, Council Member Steve Keegan, Council Member Brent Stanley.

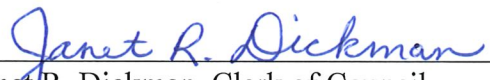
Motion: to adjourn the regular meeting at 9:30 p.m., **Action:** Adjourn,

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. RANDALL KEEGAN
2. Greg McMaster
3. Bar Brown
4. GENE PAUL
5. Gary Smith
6. Terri Meek
7. _____
8. _____
9. _____
10. _____
11. _____
12. _____
13. _____
14. _____
15. _____