

CLYDE CITY COUNCIL
Regular Session – May 7, 2024

Clyde City Council met at 7:00 p.m. on Tuesday, May 7, 2024 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 Greg McMaster
Council Member Terri Meek
Council Member Chris Shay
City Manager Justin LaBenne (Not voting)
Deputy Clerk Jackie Hoppe (Not voting)
Finance Director Frank Weasner (Not voting)
Solicitor Zachary Selvey (Not voting)

Absent/

Excused: Clerk of Council Janet Dickman

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 April 16, 2024 regular session of council were distributed for review prior to this meeting. There were no corrections.

Motion: to approve the minutes of the April 16, 2024 regular session of council as written,

Action: Approve,

Moved by Council Member Greg McMaster, **Seconded by** Council Member Terri Meek.

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

Yes: Council Member Greg McMaster, Council Member Terri Meek, Council Member Chris Shay, Vice Mayor Scott Black, Mayor Doug McCauley.

The minutes of the April 17, 2024 special session of council were distributed for review prior to this meeting. There were no corrections.

Motion: to approve the minutes of the April 17, 2024 special session of council as written,

Action: Approve, **Moved by** Council Member Chris Shay, **Seconded by** Mayor Doug McCauley.

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

Yes: Council Member Chris Shay, Mayor Doug McCauley, Vice Mayor Scott Black, Council Member Terri Meek, Council Member Greg McMaster.

DISCUSSION OF PENDING OLD BUSINESS

There was none.

CORRESPONDENCE

There was none.

Visitors:

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

FIRST READING ORDINANCES

2024-48 AN ORDINANCE CREATING SECTION 137.04 OF THE CITY OF CLYDE CODIFIED ORDINANCES AND ADOPTING A LAW ENFORCEMENT TRUST FUND INTERNAL CONTROL POLICY, AND DECLARING AN EMERGENCY.

Ordinance No. **2024-48** was read in its entirety.

Mr. Weasner noted this was written to replace a very short one that was adopted in 1989. It was identified, when working with our auditors, that we did not have an expanded explanation to know what to do with forfeiture and seizure moneys gained by the City. Our auditors, Julian & Grube, recommended this update to clarify what to do with these funds.

Council had no comments/questions.

Mayor McCauley announced that Ordinance No. **2024-48** had its first reading.

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, **Action:** Suspend rule, **Moved by** Council Member Chris Shay, **Seconded by** Council Member Greg McMaster.

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

Yes: Council Member Chris Shay, Council Member Greg McMaster, Council Member Terri Meek, Vice Mayor Scott Black, Mayor Doug McCauley.

Mr. Black questioned the need for the emergency clause (this is solely at Council's discretion).

By poll of Council, Ordinance No. **2024-48** was read by title only for its second reading.

Administration and/or Council had no additional comments and/or questions.

Motion: to adopt Ordinance No. **2024-48**, **Action:** Adopt,

Moved by Council Member Chris Shay, **Seconded by** Council Member Terri Meek.

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

Yes: Council Member Chris Shay, Council Member Terri Meek, Council Member Greg McMaster, Vice Mayor Scott Black, Mayor Doug McCauley.

Mayor McCauley announced that Ordinance No. **2024-48** has been adopted.

SECOND READING ORDINANCES

There were none.

RESOLUTIONS

2024-49 A RESOLUTION AUTHORIZING THE PAYMENT OF FUNDS TO THE CLYDE DEVELOPMENT AUTHORITY TO AWARD FAÇADE IMPROVEMENT GRANTS.

Resolution No. **2024-49** was read in its entirety.

Mr. Weasner stated when ClydeScope dissolved a portion of their funds through fundraising and donations had been earmarked for the grant program that is run for local businesses. With that, under the CDA we opened a second account for these grant funds. This is strictly because the checks were made payable to the City of Clyde. We needed to deposit them into the CDA line but now it is time to transfer them over for their intended purposes.

Mr. Shay questioned if there will be individual limits/restrictions for the amount of each grant (this is still being discussed by the CDA, but yes there will be limits, matches, etc.).

Mayor McCauley requested a definition of façade (something that the community can benefit from because they can see it; something on the outside such as paint, color, windows; something the CDA feels would enhance the benefit of the business and the curb appeal; visual improvements). Mayor McCauley questioned if this would apply to the Board of Education (the CDA will be getting more intentional to determine what people intend to do and to have plans in writing; previously, things were left to chance; some future requests may possibly be denied).

Motion: to pass Resolution No. **2024-49**, **Action:** Pass,

Moved by Council Member Greg McMaster, **Seconded by** Mayor Doug McCauley.

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

Yes: Council Member Greg McMaster, Mayor Doug McCauley Vice Mayor Scott Black, Council Member Chris Shay, Council Member Terri Meek.

Mayor McCauley announced that Resolution No. **2024-49** passed.

2024-50 A RESOLUTION APPOINTING CLYDE LANDSCAPE/STREET TREE COMMISSION MEMBERS.

Resolution No. **2024-50** was read in its entirety.

Mr. LaBenne encouraged both community members to serve on this committee. This will be their first term. He offered his thanks and hopes they will continue.

Mr. Shay feels they will be active on the committee and have great ideas. He offered thanks for their service.

Mr. Black offered his thanks for their participation.

Mayor McCauley offered thanks and noted both members attended the recent Arbor Day ceremony.

Motion: to pass Resolution No. **2024-50**, **Action:** Pass,

Moved by Council Member Terri Meek, **Seconded by** Council Member Chris Shay.

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

Yes: Council Member Terri Meek, Council Member Chris Shay, Mayor Doug McCauley, Vice Mayor Scott Black, Council Member Greg McMaster.

Mayor McCauley announced that Resolution No. **2024-50** passed.

ADMINISTRATIVE REPORT

Mr. LaBenne gave the following report:

- Woodland Avenue is scheduled for paving to begin next Monday
- On Church Street, Columbia Gas, Frontier and Spectrum utility work is being finished up and paving will then occur there
- Raw Water Line bid opening is this Friday, to determine who will get this job
- Sunrise has received permit approval from EPA to get rid of some materials
- The Planning Commission will be voting at their next meeting for Zoning updates related to fencing and accessory buildings; driveways, curb cuts and fee structure are still to be discussed; it has also been discussed to get quotes from zoning code consultants for a full scale zoning code re-do; the revisions currently before the Planning Commission will address the majority of issues that the Board of Zoning Appeals faces each spring (i.e., problem season), as we are currently receiving many calls for zoning questions
- At 102-104 S. Main Street Trapp is currently in the building to get the plumbing going at least in the commercial spaces; we are still waiting for final quotes from other vendors
- Port Authority met yesterday to get through the grant process to start to define all the things being done, discussing strategies for the building, incentives, and advertising to try to get people in there by the end of the year

FINANCE DIRECTOR'S REPORT

Mr. Weasner reported the following:

- Extended apologies for the financial statements not being available due to software issues; we are currently working with the software vendor
- Attended OAPT Hot Topics meeting in Bellville last week; he offered thanks for being able to attend
- We are in training for an online portal system for utility payments, with a go-live date of probably August or September; this will be a convenient, user friendly utility invoice pay

- system for our citizens
- Met with a representative of UBS for some financial updates; things are still looking good; transfers have been executed and we are in good shape

COUNCIL REMARKS

Mr. Shay had an opportunity, along with Mr. Brown, Mr. LaBenne and Mayor McCauley, last week to attend four days of training in Dublin regarding economic development.

Mayor McCauley questioned sidewalk repairs downtown by Columbia Gas (they had someone come look at it; we are under the impression it could be done any day now; Mr. LaBenne will follow up).

Mayor McCauley also thought the economic development training was very informative; it helps with terminology and strategy and to help us know how to use the tools that are available to us.

MOTIONS

Motion: to enter into an executive session at 7:21 p.m. for the purpose to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee and to consider the purchase or sale of real estate., **Action:** Enter Closed Session,

Moved by Mayor Doug McCauley, **Seconded by** Council Member Greg McMaster.

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

Yes: Mayor Doug McCauley, Council Member Greg McMaster, Council Member Terri Meek, Council Member Chris Shay, Vice Mayor Scott Black.

Mayor McCauley announced that no further formal action will be taken.

Motion: exit executive session at 7:45 p.m., **Action:** Adjourn,

Moved by Council Member Chris Shay, **Seconded by** Council Member Greg McMaster.

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

Yes: Council Member Chris Shay, Council Member Greg McMaster, Council Member Terri Meek, Mayor Doug McCauley, Vice Mayor Scott Black.

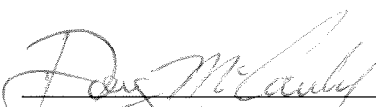
ADJOURNMENT

Motion: to adjourn the meeting at 7:46 p.m., **Action:** Adjourn;

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

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

Yes: Council Member Greg McMaster, Council Member Terri Meek, Mayor Doug McCauley, Vice Mayor Scott Black, Council Member Chris Shay.



Doug McCauley, Mayor



Janet R. Dickman, Clerk of Council

