

CLYDE CITY COUNCIL
Regular Session – January 21, 2025

Clyde City Council met at 7:00 p.m. on Tuesday, January 21, 2025 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)
Clerk of Council Janet Dickman (Not voting)
Deputy Clerk Jackie Hoppe (Not voting)
Finance Director Frank Weasner (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 January 7, 2025 special session/reorganization of council were distributed for review prior to this meeting. There were no corrections.

Motion: to approve the minutes of the January 7, 2025 special session/reorganization of council as written, **Action:** Approve,

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

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

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

The minutes of the January 7, 2025 regular session of council were distributed for review prior to this meeting. There were no corrections.

Motion: to approve the minutes of the January 7, 2025 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 Chris Shay, Vice Mayor Scott Black, Council Member Greg McMaster, Council Member Terri Meek, Mayor Doug McCauley.

DISCUSSION OF PENDING OLD BUSINESS

There was none.

CORRESPONDENCE

- An invitation to attend the Sandusky County Economic Development annual meeting on 2/27/2025; Council should RSVP to Frank Weasner by 2/18/2025 and he will send in reservations and payment
- Reminder for details related to Ohio Ethics Commission filing deadline for financial disclosure statements for 2024

Visitors:

There were no visitors who requested to speak at this time

FIRST READING ORDINANCES

2025-04 AN ORDINANCE AUTHORIZING THE PURCHASE OF 5.5 ACRES OF REAL PROPERTY FROM CHERYL P. DOEBEL AND DECLARING AN EMERGENCY.

Ordinance No. **2025-04** 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,

Moved by Vice Mayor Scott Black, **Seconded by** Council Member Council Member Chris Shay.

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

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

Mr. LaBenne noted this has been previously discussed. The City has been able to acquire other properties in that area to add to our portfolio. This property will be landlocked.

Mr. McMaster questioned if there is other residential property nearby (yes, there is residential, along with other industrial properties; the City has no definitive plans for use of this property).

The next step would be for this issue to go to the Planning Commission, at which time notifications will be sent to adjacent properties so the owners can voice any concerns.

Mayor McCauley stated anytime we can add property, at a reasonable cost, to our portfolio for future use we should do that.

By poll of Council, Ordinance No. **2025-04** was read by title only for its second reading.

Motion: to adopt Ordinance No. **2025-04**, **Action:** Adopt,

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

Mayor McCauley announced that Ordinance No. **2025-04** has been adopted.

SECOND READING ORDINANCES

There were none.

RESOLUTIONS

2025-05 A RESOLUTION AUTHORIZING THE CITY MANAGER AND SOLICITOR TO INITIATE A PROPERTY TAX FORECLOSURE ACTION ON THE TAX-DELINQUENT, VACANT, NON-PRODUCTIVE LAND KNOWN AS 528 BROWN ST, PARCEL ID NO. 32-50-00-1349-01, IN ACCORDANCE WITH CHAPTER 5722 OF THE OHIO REVISED CODE.

Resolution No. **2025-05** was read in its entirety.

Mr. LaBenne noted this is a property that had been a nuisance property, partly due to squatters and garbage, and the City tore it down last year.

Mr. Selvey explained this is a new process and it will take time. We will meet with the land bank council on Monday; it will be good if we can be ready to file by the end of February. We will meet with county officials to determine what costs related to this property that they will forgive. The goal is to have a property that is generating tax revenue, instead of the property just sitting still. This is a good property to start with, as we continue to learn about this process moving forward.

Mayor McCauley noted the City has \$20,000 already invested in this property. We must start with something at some point, to learn this process.

Motion: to pass Resolution No. **2025-05**, **Action:** Pass,

Moved by Vice Mayor Scott Black, **Seconded by** Council Member Greg McMaster.

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

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

Mayor McCauley announced that Resolution No. **2025-05** passed.

2025-06 A RESOLUTION REQUESTING THE REDESIGNATION OF VARIOUS CITY OWNED PROPERTY.

Resolution No. **2025-06** was read in its entirety.

Mr. LaBenne reported that he and Mr. Winke are reviewing the zoning map, looking at City parcels. There are several properties that need redesignated, some of which are city owned properties/open space. This is only a request. The next step would be for this request to go to the Planning Commission; if the Planning Commission recommends approval, it would come back to Council for approval. Even though the properties are City owned, we still have to go through the whole zoning process while we are trying to clean up the map.

Motion: to pass Resolution No. **2025-06**, **Action:** Pass,

Moved by Council Member Chris Shay, **Seconded by** Vice Mayor Scott Black.

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

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

Mayor McCauley announced that Resolution No. **2025-06** passed.

2025-07 A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT FOR THE PURCHASE OF A 2026 INTERNATIONAL HV607 6X4 CAB AND CHASSIS FOR THE GENERAL SERVICE DEPARTMENT.

Resolution No. **2025-07** was read in its entirety.

Mr. LaBenne stated this is a big truck, that will be a replacement for a plow.

Mayor McCauley questioned if there is a projected timeframe for delivery (anticipated for November 2025).

Motion: to pass Resolution No. **2025-07**, **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 Chris Shay, Vice Mayor Scott Black, Council Member Greg McMaster, Council Member Terri Meek, Mayor Doug McCauley.

Mayor McCauley announced that Resolution No. **2025-07** passed.

2025-08 A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT FOR THE PURCHASE OF A SNOWPLOW WING AND VARIOUS SNOW REMOVAL EQUIPMENT FOR THE GENERAL SERVICE DEPARTMENT.

Resolution No. **2025-08** was read in its entirety.

Mr. LaBenne stated this purchase is additional equipment for the snowplow. Timeline to receive the equipment is unknown.

Mr. Shay noted the cost of this additional equipment is higher than the cost of the truck.

Motion: to pass Resolution No. **2025-08**, **Action:** Pass,

Moved by Council Member Chris Shay, **Seconded by** Vice Mayor Scott Black.

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

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

Mayor McCauley announced that Resolution No. **2025-08** passed.

2025-09 A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT FOR THE PURCHASE OF A VER-MAC PORTABLE TRAFFIC SIGNAL SYSTEM AND SCORPION II TOWABLE ATTENUATOR FOR VARIOUS CITY DEPARTMENTS.

Resolution No. **2025-09** was read in its entirety.

Mr. LaBenne stated this is an approved budget item that will be used by several different departments, with each department sharing in the cost.

Mr. McMaster agrees this is a great purchase to help keep City staff safer. It will also negate the need for a staffer to man a flag at each end of the project.

Mr. Shay questioned if the City does not have equipment like this at this time (no).

Motion: to pass Resolution No. **2025-09**, **Action:** Pass,

Moved by Vice Mayor Scott Black, **Seconded by** Council Member Greg McMaster.

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

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

Mayor McCauley announced that Resolution No. **2025-09** passed.

2025-10 A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH VERTOSOFT, LLC, INC. FOR THE PURCHASE OF OPENGOV BUDGETING AND PLANNING SOFTWARE.

Resolution No. **2025-10** was read in its entirety.

A salesman has been contacting Mr. Weasner for 1.5 years to make him aware of this software. Mr. Weasner reviewed the budgeting tool and has decided to proceed with buying it to replace the antiquated budget prep software (Lotus 123) we currently use. The new software can “talk” to our

current software regarding the current budget. It will also provide workforce scenario analysis.

The initial deployment cost will be higher, but the cost is reasonable for a large software package such as this; going forward there will be a lesser cost each year. We will have liaisons to work with us for the new software going forward. It could also be used for department tracking/department budgets for annual reports.

Mr. McMaster questioned if we have talked to other municipalities/references (no, but we do have the names of references).

Ms. Meek is excited about this purchase and how the budget reports will look different next year.

Mayor McCauley feels this is the cost of simplification.

Motion: to pass Resolution No. **2025-10**, **Action:** Pass,

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

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

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

Mayor McCauley announced that Resolution No. **2025-10** passed.

ADMINISTRATIVE REPORT

Mr. LaBenne gave the following report:

- City staff have been busy with snow removal and extreme cold weather; also repairs, Fire Department calls and Police Department calls. He expressed appreciation.
- The raw water line project is on pause due to the weather.
- Waste Water bid documents are being compiled for the upgrades and documents for the loan application.
- Continue to work on land bank updates and strategies for moving forward; there are multiple properties we have placed liens on.
- Property maintenance codes continue to be reviewed and streamlined.
- Clyde Light & Power tree truck has been received, after ordering it two years ago.

FINANCE DIRECTOR'S REPORT

Mr. Weasner reported the following:

- Financial fund balances MTD thru November 2024
 - General, electric and sewer funds are down compared to November 2023
 - Income Tax receipts are up compared to November 2023
- State auditors will be conducting our audit this year; we will provide preliminary sheets to them when we close December financial information

COUNCIL REMARKS

Ms. Meek offered kudos to City staff for their efforts during the recent winter weather.

Mr. Shay offered kudos to Mr. LaBenne for a well-written and informative letter to politicians regarding the importance of the Turnpike (Mr. Adam Greenslade assisted with the letter composition; we are trying to arrange a meeting with the Turnpike Director).

Mayor McCauley offered thanks to Mr. Bill Brown for his economic development update. Mr. Brown is always trying to do what is best for the City.

A scheduled work session will be held on Tuesday, January 28, 2025 at 7:00 p.m. in the conference room to discuss sewer rates. Mr. John Courtney will be in attendance to participate in the discussion. This work session is open to the public.

MOTIONS

There were none.

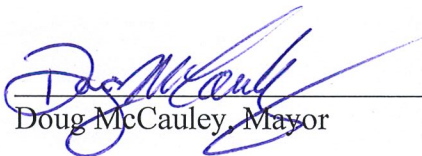
ADJOURNMENT

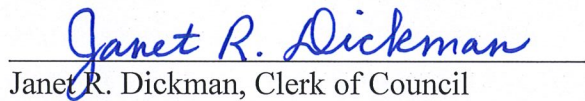
Motion: to adjourn the meeting at 7:46 p.m., **Action:** Adjourn,

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 Chris Shay, Vice Mayor Scott Black, Council Member Greg McMaster, Council Member Terri Meek.


Doug McCauley, Mayor


Janet R. Dickman, Clerk of Council

CITY OF CLYDE
COUNCIL MEETING

Date: Tuesday, January 28, 2025 Work Session

Visitors – PLEASE SIGN IN:

1. Derek Kariemien Mayor Green Springs
2. John BIGGS WWTP CITY OF CLYDE
3. Scott DWieging WWTP Courtney & Associates
4. John Courtney " " "
5. Gary Smith
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