

CLYDE CITY COUNCIL
Regular Session – September 16, 2025

Clyde City Council met at 7:00 p.m. on Tuesday, September 16, 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)
Finance Director Frank Weasner (Not voting)
Clerk of Council Janet Dickman (Not voting)
Deputy Clerk Jackie Hoppe (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 September 2, 2025, regular session of council were distributed for review prior to this meeting. There were no corrections.

Motion: to approve the minutes of September 2, 2025, regular session of council as written,

Action: Approve,

Moved by Vice Mayor Scott Black, **Seconded by** Council Member Terri Meek.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 4, Abstain = 1).

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

Abstain: Mayor Doug McCauley

DISCUSSION OF PENDING OLD BUSINESS

There was none.

CORRESPONDENCE

There was none.

Visitors:

Lilly Riehl and Donna Key from Great Lakes Community Action Partnership (GLCAP) spoke on behalf of Sandusky County Senior Services. There will be a property tax levy on the November 4th ballot, and they need support from community leaders. It has been ten years since their last levy increase. They presented highlights of the program and the many various services they provide.

Mr. McMaster offered thanks for the services they provide.

Mrs. Meek also offered thanks.

Mr. Shay once drove for TRIPS and for Meals on Wheels. He considers the experience very rewarding.

Mr. Black offered thanks and feels their services are a Godsend for one of his relatives.

Mayor McCauley noted it takes a loving, caring and compassionate person to provide these services. He read a Proclamation for September as National Senior Center Month and presented it to Ms. Riehl and Ms. Key.

FIRST READING ORDINANCES

2025-60 AN ORDINANCE REDESIGNATING THE HEREINAFTER-DESCRIBED REAL ESTATE IN THE CITY OF CLYDE, OHIO, PART OF OUTLOT 113, PARCEL NO. 32-60-00-0113-00 TOTALING 8.1699 ACRES IN THE CITY OF CLYDE AT 837 E. MCPHERSON HWY. FROM (C-2) GENERAL COMMERCIAL TO (I-1) GENERAL INDUSTRIAL.

Ordinance No. **2025-60** was read in its entirety.

Mayor McCauley announced the second reading will occur at the next Council meeting when a formal vote will be taken.

Mayor McCauley announced that Ordinance No. **2025-60** had its first reading.

SECOND READING ORDINANCES

There were none.

RESOLUTIONS

2025-61 A RESOLUTION AWARDDING A CONTRACT FOR THE GRANT STREET CULVERT REPLACEMENT PROJECT.

Resolution No. **2025-61** was read in its entirety.

Mr. LaBenne stated this is a project headed by Mr. Paul Fiser, Safety/Service Director. The project had been pushed back, but Mr. Fiser is glad to get it started now.

Mr. McMaster questioned the Resolution referring to the Grant Street Culvert Replacement Project, but the attachment references the Maple & Race Street Improvement project (Grant Street was a part of the Maple & Race Street project).

Motion: to pass Resolution No. **2025-61**, **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: 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. **2025-61** passed.

2025-62 A RESOLUTION AWARDED A CONTRACT FOR THE ELM STREET SANITARY SEWER EXTENSION PROJECT.

Resolution No. **2025-62** was read in its entirety.

Mr. LaBenne stated this is all part of the same Resolution; there were many projects bid together. This is part of the Lemkuhl property.

Motion: to pass Resolution No. **2025-62**, **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: 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. **2025-62** passed.

2025-63 A RESOLUTION AUTHORIZING THE CITY MANAGER TO ADVERTISE FOR BIDS FOR THE WOODLAND AVENUE PUMP STATION REHAB.

Resolution No. **2025-63** was read in its entirety.

Mr. LaBenne stated this involves emergency funding, with \$300,000 to \$400,000 received. We are ready to bid this project.

Motion: to pass Resolution No. **2025-63**, **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. **2025-63** passed.

2025-64 A RESOLUTION AUTHORIZING THE EXECUTION OF THE 2025-2028 REMAINING REQUIREMENTS ENERGY SUPPLY SCHEDULE WITH AMERICAN MUNICIPAL POWER, INC. ("AMP").

Resolution No. **2025-64** was read in its entirety.

Mr. LaBenne stated the actual agreement is for 2025-2028. We will still be purchasing one year at a time. This is just locking it into place instead of going to the open market.

Motion: to pass Resolution No. **2025-64**, **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: 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. **2025-64** passed.

2025-65 A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT FOR CONSTRUCTION ENGINEERING SERVICES WITH LJB ENGINEERING, INC. FOR THE WASTEWATER PLANT UPGRADE PHASE I PROJECT.

Resolution No. **2025-65** was read in its entirety.

Mr. LaBenne explained this was not part of the original agreement; it is part of Phase 1. This will ensure LJB will oversee the engineering for the project.

Motion: to pass Resolution No. **2025-65**, **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. **2025-65** passed.

2025-66 A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT FOR CONSTRUCTION ENGINEERING SERVICES WITH LJB ENGINEERING, INC. FOR THE PREMIER DRIVE IMPROVEMENT PROJECT.

Resolution No. **2025-66** was read in its entirety.

Mr. LaBenne stated this is for Premier Drive, to have LJB oversee the project. We received a \$300,000 grant for these engineering services.

Mr. McMaster questioned the bidding proposed cost. Mr. Selvey explained the engineers develop very specific bidding requirements to ensure fair bidding quotes. Mr. LaBenne stated we do write some bidding requirements in house.

Motion: to pass Resolution No. **2025-66**, **Action:** Pass,

Moved by Council Member Greg McMaster, **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. **2025-66** passed.

2025-67 A RESOLUTION APPROVAL OF THE SANDUSKY COUNTY BUDGET COMMISSION'S ALTERNATIVE METHOD FOR APPORTIONMENT OF UNDIVIDED LOCAL GOVERNMENT FUND TO BE CALLED "LOCAL GOVERNMENT FUND ALTERNATIVE METHOD".

Resolution No. **2025-67** was read in its entirety.

Mr. Weasner stated this is an annual process. This is an estimate of what we would receive. The figure for 2025 is \$135,207 compared to 2024 which was \$125,470. This is based on average census.

Mayor McCauley questioned where the funds come from (the county collects the money from a tax revenue).

Motion: to pass Resolution No. **2025-67**, **Action:** Pass,

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

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 4, Abstain = 1).

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

Abstain: Council Member Terri Meek.

Mayor McCauley announced that Resolution No. **2025-67** passed.

2025-68 A RESOLUTION REAPPOINTING JUSTIN LABENNE TO THE CLYDE DEVELOPMENT AUTHORITY BOARD OF DIRECTORS

Resolution No. **2025-68** was read in its entirety.

Mr. LaBenne offered thanks.

Motion: to pass Resolution No. **2025-68**, **Action:** Pass,

Moved by Council Member Terri Meek, **Seconded by** Vice Mayor Scott Black.

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. **2025-68** passed.

ADMINISTRATIVE REPORT

Mr. LaBenne gave the following report:

- Negotiations continue with IBEW (International Brotherhood of Electrical Workers).
- Mr. LaBenne will be attending an AMP conference next week.
- Utilities have been disconnected at the home on the corner of Church and Cherry Streets.
- Jarod Young has accepted the position of Code Enforcement Officer in the Zoning department. He will begin on October 6th. Land Bank issues are being addressed.

FINANCE DIRECTOR'S REPORT

Mr. Weasner reported the following:

- New staff member is doing well; staff are making significant progress
- Dates/times for the Citywide drop off/clean up are being announced
- Plans are gearing up for the Clyde Fair

COUNCIL REMARKS

By poll of Council and Administration, the work session scheduled for Tuesday, September 23, 2025 is cancelled.

Mr. McMaster will be unable to attend the Clyde Fair this weekend, but he hopes all who attend will be safe and all will go smooth.

Mr. McMaster is happy GLCAP was here tonight to discuss the services they provide; a School of Hope levy will also be on the ballot. He feels it is our responsibility to take care of the at risk population. The services that are provided in Ohio/Sandusky County are top notch. He encourages all to vote.

Mr. Shay offered thanks to Mr. Ken Winke, Zoning Inspector, for his service to the City. He has served for many years, at many levels. Upon his retirement, the City will lose a great source of knowledge and experience. Mr. Shay wishes Mr. Winke the best.

Mr. Shay referenced the Clyde Fair, as an example showing a steady decline in volunteerism. Volunteers are needed for the go kart races, as observers at the corners of the track. Volunteers are also needed for the Alexa Brown 5K, as observers at intersections to control traffic.

Mr. Shay encourages all to pray for our country.

Mr. Black reminds all that the Clyde Fair is a local Fair, not a big county or state fair. He offered thanks to all who volunteer.

Mayor McCauley referenced the covered bridge at Community Park and the quality craftsmanship of the repairs.

Mayor McCauley referenced a resignation from the Landscape Committee and offered thanks.

Mayor McCauley offered thanks to Kevin Hoffman and Alisa Zieber for being conscientious business owners for painting and installing new windows on an old building. Their efforts look very nice and he offered thanks.

Mayor McCauley acknowledged Mr. Winke's dedication and love for the City. He has served on Council as Mayor and now serves in the Zoning office. He offers many hours of work and has created much for zoning. Mayor McCauley wishes him well, encouraging him to enjoy retirement. Mayor McCauley offered his thanks.

Mayor McCauley appreciates the volunteers who offer their services to take care of flowers downtown, recently removing summer flowers and putting out fall decorations.

Mayor McCauley referenced the upcoming levies that will be on the ballot. We have a civil and morale obligation to seniors, to those less fortunate for compassion and an understanding of their needs.

MOTIONS

Motion: to enter into an executive session at 7:54 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 Chris Shay.

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

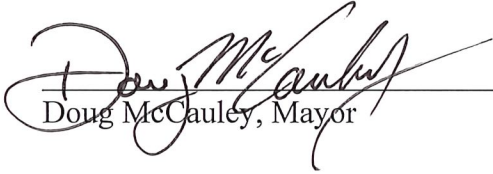
Yes: Council Member Terri Meek, Mayor Doug McCauley, Council Member Chris Shay, Vice Mayor Scott Black, Council Member Greg McMaster.

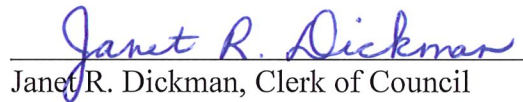
Mayor McCauley announced that no further business will take place following adjournment of the Executive Session.

Motion: to adjourn the Executive Session at 8:42 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: Mayor Doug McCauley, Council Member Chris Shay, Vice Mayor Scott Black, Council Member Greg McMaster, Council Member Terri Meek.

ADJOURNMENT

Motion: to adjourn the meeting at 8:43 p.m., **Action:** Adjourn,
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, Vice Mayor Scott Black, Council Member Greg McMaster, Council Member Terri Meek, Mayor Doug McCauley.


Doug McCauley, Mayor


Janet R. Dickman, Clerk of Council

CITY OF CLYDE
COUNCIL MEETING

Date: Tuesday, September 16, 2025 Regular Session

Visitors – PLEASE SIGN IN:

1. Nylon Garza
2. Ben Brown
3. Drew Weasner
4. Ben Winkler
5. Ben T. Red Jr
6. Henry Paul
7. Don Key
8. Lily Riko
9. Gary Smith
10. _____
11. _____
12. _____
13. _____
14. _____
15. _____