

CLYDE CITY COUNCIL
Regular Session – March 17, 2026

Clyde City Council met at 7:00 p.m. on Tuesday, March 17, 2026, 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 Chris Shay
Council Member Cody Browning
Council Member Greg McMaster
Council Member Terri Meek
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 March 3, 2026, regular session of council were distributed for review prior to this meeting. There were no corrections.

Motion: to approve the minutes of March 3, 2026, regular session of council as written
Moved by Council Member Greg McMaster, **Seconded by** Council Member Terri Meek.

Action: Approve,

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

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

DISCUSSION OF PENDING OLD BUSINESS

There was none.

CORRESPONDENCE

A letter from the Ohio Department of Commerce, Division of Liquor Control. All class C and D liquor permits will expire June 2026; any establishment with a current liquor permit will need to complete a renewal application. This is an opportunity for Clyde to request a hearing to consider

denying a renewal application if Clyde feels the renewal request should be denied. Mr. Selvey noted this applies only to establishments who already have a permit, this is not for new permits. For as long as Mr. Selvey has been Solicitor, Clyde has never had a need to request a hearing, and he clarified this would only be to request a hearing; the State would decide if the renewal should be denied. Mr. Selvey is not aware of any unreasonable issues with any local establishments who currently hold a permit.

Council members did not express a need for a hearing.

Visitors:

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

FIRST READING ORDINANCES

2026-23 AN ORDINANCE DESIGNATING THE INITIAL ZONING CLASSIFICATION OF R-1 SINGLE FAMILY RESIDENTIAL FOR RECENTLY ANNEXED REAL PROPERTY CONSISTING OF 5.648 ACRES, OWNED BY WILLIAM AND YVONNE SHEARER AND MATTHEW AND KATJA SOPER, AND AMENDING THE OFFICIAL ZONING MAP.

Ordinance No. **2026-23** was read in its entirety.

Mr. LaBenne stated this is the final step in a lengthy annexation process. This annexation went through the Planning Commission where members voted 5-0 to recommend a R-1 zoning, due to all properties around this lot being single family properties. We do not anticipate increased traffic in this area related to this zoning.

Mr. Selvey noted if this property would remain unzoned, the City would have no authority to enforce zoning codes.

Mayor McCauley announced that Ordinance No. **2026-23** had its first reading.

SECOND READING ORDINANCES

There were none.

RESOLUTIONS

2026-24 A RESOLUTION APPOINTING JAMES M. RECKER TO THE SANDUSKY COUNTY DEPARTMENT OF PUBLIC HEALTH.

Resolution No. **2026-24** was read in its entirety.

Mr. LaBenne noted Mr. Recker is part of Auxter-Recker Funeral Homes. Mr. Recker has offered his services for this appointment.

Mr. Shay has talked to Mr. Recker and feels he is a great addition to the City. He is glad to see Mr. Recker be involved.

Mayor McCauley noted Mr. Recker will be replacing Mr. Dean Auxter, who previously served in this appointment for many years. Mr. Auxter has retired and moved from the Clyde area. He offered his thanks to Mr. Recker for filling this position.

Motion: to pass Resolution No. **2026-24**, **Action:** Pass,
Moved by Vice Mayor Chris Shay, **Seconded by** Mayor Doug McCauley.
Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 5).
Yes: Council Member Greg McMaster, Vice Mayor Chris Shay Council Member Terri Meek, Council Member Cody Browning, Mayor Doug McCauley.

Mayor McCauley announced that Resolution No. **2026-24** passed.

2026-25 A RESOLUTION REAPPOINTING TERRY CULLEN TO THE CLYDE CIVIL SERVICE COMMISSION.

Resolution No. **2026-25** was read in its entirety.

Mr. LaBenne is happy to have Mr. Cullen continue to serve.

Mr. Shay feels Mr. Cullen is a good public servant. He is glad to have him serve on this commission.

Motion: to pass Resolution No. **2026-25**, **Action:** Pass,
Moved by Council Member Cody Browning, **Seconded by** Council Member Greg McMaster.
Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 5).
Yes: Vice Mayor Chris Shay, Council Member Terri Meek, Council Member Cody Browning, Mayor Doug McCauley, Council Member Greg McMaster.

Mayor McCauley announced that Resolution No. **2026-25** passed.

2026-26 A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A COMMUNITY HOUSING IMPACT AND PRESERVATION PARTNERSHIP (“CHIP”) AGREEMENT BETWEEN SANDUSKY COUNTY, THE CITY OF FREMONT, THE CITY OF CLYDE AND THE CITY OF BELLEVUE.

Resolution No. **2026-26** was read in its entirety.

Mr. LaBenne explained we need to pass this legislation every two years. We get tax money, approximately \$300,000-\$400,000, that we already paid returned to us from Columbus. Mr. Brown confirmed Clyde only had three residents who took advantage of this program last year. It was noted the City gets nothing out of this; the program is for residents to get help with their home upkeep.

Mr. Selvey confirmed this is free money for residents to use.

Mr. McMaster feels this is a good program for Clyde to be a part of.

Mayor McCauley questioned how we can educate residents to take advantage of this program. Some may be unaware it exists, some may be too proud to accept this assistance.

Mr. Brown stated there is a link on the City website to provide information. Also, he has been sharing information with businesses, to try to get the word out.

Mayor McCauley noted there may be a certain age group of residents who will not want to use the online application process.

Mr. Selvey explained this is public information. Although City staff could not solicit residents by providing direct information, Council members and Economic Development could.

Mr. LaBenne questioned if we need flyers and promotional materials. Ideally, it would be of benefit to have a “middle man” to help residents apply. Only \$60,000 was used last year; the left-over funds go back to the “pot” and could be used by other communities.

Mr. Selvey clarified this program is available only to homeowners, not to landlords.

Motion: to pass Resolution No. **2026-26**, **Action:** Pass,
Moved by Council Member Greg McMaster, **Seconded by** Council Member Cody Browning.
Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 4, No = 0, Abstain = 1).
Yes: Council Member Cody Browning, Mayor Doug McCauley, Council Member Greg McMaster, Vice Mayor Chris Shay.
Abstain: Council Member Terri Meek

Mayor McCauley announced that Resolution No. **2026-26** passed.

2026-27 A RESOLUTION AWARDING A CONTRACT FOR THE 2026 PAVING PROJECT TO 7L CONSTRUCTION, LLC OF BELLEVUE, OHIO.

Resolution No. **2026-27** was read in its entirety.

Mr. LaBenne reported the paving program for this year was published and bids were received; the lowest bid was chosen.

Mr. Selvey questioned if some businesses took a packet, but did not submit a bid (correct).

Motion: to pass Resolution No. **2026-27**, **Action:** Pass,

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

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

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

Mayor McCauley announced that Resolution No. **2026-27** passed.

2026-28 A RESOLUTION SPECIFYING THE DATE FOR THE PRIMARY/SPECIAL ELECTION TO DETERMINE WHETHER THE CITY OF CLYDE, OHIO SHALL RENEW A 1.5 PERCENT INCOME TAX AND DIRECTING THE BOARD OF ELECTIONS TO CONDUCT THE ELECTION.

Resolution No. **2026-28** was read in its entirety.

Mr. LaBenne noted this is a renewal levy, for an income tax that was first passed in 1998.

Mr. Selvey noted this income tax is also collected from people who work in Clyde but do not live in Clyde (correct; this group of people would account for 65% of the receipts).

Ms. Meek is glad to see Clyde is able to hold at the 1.5 percent rate, without increasing.

Mr. McMaster questioned two different dates listed in the Resolution, May 5 and August 4 (August 4 is the correct date; this will be corrected on the Resolution before it is signed).

Motion: to pass Resolution No. **2026-28**, with the amended date of August 4, **Action:** Pass,

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

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

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

Mayor McCauley announced that Resolution No. **2026-28** passed.

2026-29 AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH OHM ADVISORS FOR CONSTRUCTION INSPECTION AND ADMINISTRATION FOR THE MAPLE AND RACE STREET IMPROVEMENT PROJECT.

Resolution No. **2026-29** was read in its entirety.

Mr. LaBenne explained some projects are required by ODOT to have a third-party inspection.

Mayor McCauley questioned the timeframe for this project, to keep in mind the proximity of Clyde High School and the traffic, including bus traffic, in this area between fall and spring (Mr. LaBenne is unsure but it may be the summer/fall timeframe; he will confirm the timeframe with Mr. Fiser and they will coordinate with the school as appropriate to keep bus traffic in mind).

Motion: to pass Resolution No. **2026-29**, **Action:** Pass,

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

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

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

Mayor McCauley announced that Resolution No. **2026-29** passed.

ADMINISTRATIVE REPORT

Mr. LaBenne gave the following report:

- The Woodland Avenue pump station is complete
- The raw water line is having some additional work done
- Repair work to the main sewer line behind 102-104 S. Main Street has been fixed with new pipes; this was a long time (20+ years) issue for the Board of Education location; he offered kudos to our EVS staff
- Continue discussions with Onsite Partners One Power regarding a Whirlpool project
- Offered a reminder for next week's work session to begin at 6 pm for a discussion related to Residential Building Codes with SAFEbuilt
- Meeting scheduled for next week with representatives of the now closed Evergreen Plastics; topics will include their power purchase agreement and the condition of their site (littering)
- Mr. LaBenne will be attending an AMP (American Municipal Power) meeting the next two days
- Design and bridge options are being reviewed for the Nature Trail; we will be targeting grants next year for these projects

FINANCE DIRECTOR'S REPORT

Mr. Weasner reported the following:

- Reviewed February 2026 financials
 - General Fund negative difference is due to bills being paid at a slower rate in 2025
 - Electric Fund negative difference is due to a February 2025 bill that was booked late and due to two invoices in January and February 2026 that were higher than normal (one was \$700,000 higher and one was \$500,000 higher)
- A Clerk 1 will be hired due to a recent staff resignation
- Julian & Grube continue to work for reconciliation of 2024 financials; they began with a discrepancy of \$300,000 and they are now down to only a \$27,000 discrepancy; new processes have been put in place to eliminate future discrepancies

COUNCIL REMARKS

A work session has been scheduled for March 24, 2026, beginning at 6 p.m. to discuss Residential Business Codes.

Mr. Browning agrees there is a need to get the word out about the CHIP grants. Mr. LaBenne noted we have the same low response each year. It was suggested that possibly GLCAP in Fremont may be able to assist residents with completing the grant application.

Mayor McCauley would like to offer that he would review the application with GLCAP, educate himself on the application process and then share the information he has learned with residents; he questioned if the Solicitor feels this would be legal for him to do (yes, it would be okay to share the information, but there would be limitations to actually doing the paperwork for a resident).

Mr. McMaster suggested to have a booth at the Clyde Fair to spread the word.

Mr. Selvey noted there are some income limitations and some age limitations for applying for a grant. He also suggested including flyers with the Meals on Wheels program.

Council members agreed with Mayor McCauley getting more information regarding the application and the process.

Mayor McCauley offered kudos to the staff of Clyde Light & Power (CL&P) for their performance during recent high winds. Although the department is currently short-handed, Clyde experienced only about one hour of an electrical outage, compared to much longer outages experienced by other local communities. The thought of the staff being up in a bucket truck to make repairs, during these high winds, is hard to imagine the difficulty. He encourages residents to show decency and show appreciation to the CL&P staff.

Mayor McCauley offered a reminder to Council members of the need to complete their 2025 Ethics report.

Mayor McCauley welcomed former Council Member Steve Keegan, who is in attendance at this meeting.

MOTIONS

There were none.

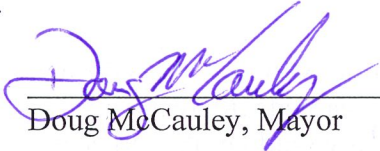
ADJOURNMENT

Motion: to adjourn the meeting at 7:41 p.m., **Action:** Adjourn,

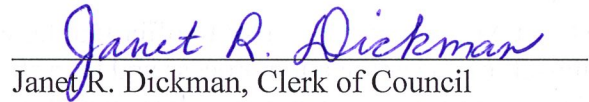
Moved by Mayor Doug McCauley, **Seconded by** Council Member Greg McMaster.

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

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



Doug McCauley, Mayor



Janet R. Dickman, Clerk of Council

CITY OF CLYDE

COUNCIL MEETING

Date: Tuesday, March 17, 2026 Regular Session

Visitors – PLEASE SIGN IN:

1. Bill Brown
2. Gene Paul
3. M. T. P. D. J.
4. Gar Smith
5. St. A. Keenan
6. _____
7. _____
8. _____
9. _____
10. _____
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15. _____