

August 12, 2025

PORT CLINTON CITY COUNCIL MINUTES

REGULAR MEETING

The regular meeting of the Port Clinton City Council held in the Linda Hartlaub City Hall Chambers. Lisa Sarty, President of Council, presided and the meeting opened at 6:00 p.m.

The roll was called, and the following Council members were present: Pat Hovis, Margaret Phillips. Beth Gillman, Richard Morgan, and Jerry Tarolli. Cathy King and Avery Robinson excused.

Ms. Phillips moved to approve regular meeting minutes for July 22, 2025, seconded by Mr. Tarolli. All agreed.

The chair notes certification had been received regarding the compliance with the rules and notification of this meeting.

GUEST PRESENTATION

None

PUBLIC COMMENT

None

PRESIDENT OF COUNCIL

Under first reading this evening:

- Ordinance 23-25
 - This ordinance has been assigned to the Finance Committee.
 - This ordinance can go all three readings.
- Council received a letter of recommendation from the Planning Commission / Board of Zoning Appeals. The required City Council public meeting for this correspondence will be held on September 23, 2025, at 5:30 pm in the Linda Hartlaub Council Chambers. Requested the Clerk of Council to advertise the public meeting and advise the Zoning Inspector.

MAYOR'S REPORT

Happy belated Birthday President Sarty.

This week is brush pickup. The crew is running a little behind due to the heat, equipment failure, and manpower. They will continue to go through the city for the rest of this week until it is completed.

Sunday, August 17, 2025, is PC Day at Fifth Third Field (home of the Mud Hens). First pitch is at 2:05 pm. VFW will be their presenting the colors, Port Clinton High School Touch of Class will be singing the National Anthem, Superintendent, Pat Adkins of Port Clinton City Schools will be throwing out the first pitch, a local daycare will have their per-schoolers singing "Take Me Out to the Ballgame" and John Hall, US Army (Vietnam) will be our Local Hero. To order tickets you can call 419-725-4367.

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Friday, September 5, 2025, is the annual Port Clinton vs. Oak Harbor football game. Mayor Babcock of Oak Harbor and Mayor Snider has an annual wager, whoever loses serves pizza to the winning team. Mayor Babcock needs to come east!

This afternoon Tracy Colston, Sandye Ostheimer and Mayor Snider attended the Specialty Clinic event at Magruder Hospital. It was very informative. It is amazing for a community of just over 6,000 what is available for our community at our local hospital.

Saturday, August 16, 2025, is the Maritime Lighthouse Festival at Waterworks Park, from 10 – 4 pm

Saturday, August 16, 2024, at 3:00 pm is the United Way of Ottawa County Duck Derby Race at the Derby Pond at Waterworks Park.

The Zoning Inspector, Todd Bickley hours have changed to Tuesday and Thursday from 8:00 – 4:00 pm going forward.

Wednesday, August 20, 2025, Port Clinton Schools start. Please be mindful of buses, children walking and riding their bikes to school.

AUDITOR'S REPORT

The July 2025 Financial Report that was provided shows some of the following:

- Income Tax collection is just over \$2.4 million. This is \$300,000 ahead of where we were in July 2024.
- The Fire Fund (227) is particularly weak due to the second half payments from the County that came in after month end. It did arrive in August.
- The Street Fund (248) is a bit behind.
- Ordinance 23-25 will address both items amongst other things.
- The Special Improvement District (SID) - \$38,262.00 has been collected by Ottawa County and deposited in the City's account. The city is just a pass through to the new SID Board (they provide services in the downtown area). The SID Board is established, and the only outstanding item is obtaining a bank account. Once they have established a bank account, the city will cut a check and pass the funds to them.

Ordinance 23-25 further amends appropriations for fiscal year ending December 31, 2025. Including new funds for the operation of the Fire and Street Department made available by additional Income Tax dollars, Tree Fund and Fire Fund. Appropriations as follows: \$150,000 will go to the Street Department and \$75,000 to the Fire Department. This ordinance also includes the \$100,000,000 for acquisition and renovation of the building located at 201 Madison Street (new City Hall). The closing of the acquisition of this building will be this month.

Update on previous grants awarded:

US Forestry Urban IRA grant that was funded by the Inflation Reduction Act. The grant was announced in December 2023. The city was awarded \$959,000 on August 22, 2024, with a cost share of ZERO (no local matches required or expected). The project runs through April 30, 2028. On January 27, 2025, the White House put out a note pausing federally funded grants. The city received a temporary suspension notice from American Forest on February 12, 2025. That was lifted on March 7, 2025. As of today, the City has received \$168,861.00 in reimbursement funds. Going forward there will be additional removal of hazardous trees, pruning of trees and plantings.

US Department of Transportation / Active Transportation Infrastructure Improvement Program (TIP) awarded January 7, 2025, the city \$100,000 for planning costs to connect the city to the Sandusky Bay Pathway via the old Bay Bridge. Project share is equal to \$45,000 (from the Sandusky Bay Partnership \$15,000, Park District of Ottawa County \$10,000, City of Port Clinton \$20,000). We are waiting on grant agreement instructions from the Federal Highway Administration.

ODNR in January 2025 awarded through the Nature Works program a grant to the City of \$30,583 to fund the Splash Pad at Waterworks Park. The Ottawa County Park District in February 2025 awarded a grant to the city of \$45,000 for the same project. Construction is to begin in the Fall of 2025.

Resolution 25-5 will be taken up by the Ottawa County Board of Elections on Thursday, August 14, 2025. The question is to ask voters should Income Tax increase by 0.4 % to 1.9 % (currently at 1.5%). The .04% will be solely dedicated to fund operations and capital expenditures of the Port Clinton Fire Department. If it is approved by the Ottawa County Board of Elections, it will be placed on November 4, 2025, general election ballot. If it passes, it is expected to provide over \$900,000 a year for the Port Clinton Fire & EMS services for the long term.

Mr. Morgan inquired on Ordinance 23-25, are the funds from the General Fund to the Street and Fire Department?

Mr. Below advised yes.

Ms. Phillips stated that people don't realize how much paperwork and time is involved applying for a grant.

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TREASURERS REPORT

As of August 12, 2025

Bed Tax: \$160,432.00

Watercraft Dock Tax: \$21,281.25

STR Registration Fee: \$27,700.00

LAW DIRECTOR REPORT

Not present

SAFETY SERVICE REPORT

Not present

INCOME TAX COMMISSIONER

Not present

POLICE CHIEF

Not present

FIRE CHIEF

Not present

COMMITTEE REPORTS

Finance Committee

Ms. Hovis

Nothing to report

Environment and Public Works Committee

Mr. Tarolli

There will be a committee meeting on August 26, 2025, at 5:30 pm

Safety Services Committee

Ms. Phillips

Nothing to report

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Economic and Community Development Committee

Mrs. Gillman

Nothing to report

CORRESPONDENCE

June 25, 2025, Tax Incentive Review Board Meeting, Buckeye Seventy-Six, CRA provided by Mark Messa

June 25, 2025, Tax Incentive Review Board Meeting, RAR Hospitality, CRA provided by Mark Messa

Opposition to Alcohol Consumption on Commercial Quadricycles, provided by Chief Dave Scott

July 10, 2024, Planning Commission meeting minutes

April 22, 2025, Economic & Community Development Committee meeting minutes

July 22, 2025, Economic & Community Development Committee meeting minutes

Review proposed amendment letter from the City of Port Clinton Zoning Ordinance, Chapter 1125 letter, Provided by the City of Port Clinton Planning Commission / Board of Zoning Appeals

Mrs. Gillman moved to accept the proposed amendment letter of the City of Port Clinton Zoning Ordinance, Chapter 1125 letter, provided by the City of Port Clinton Planning Commission / Board of Zoning Appeals: seconded by Mr. Tarolli.

Results of a voice roll call are as follows: Mrs. Gillman, yes; Ms. Phillips, yes; Mr. Morgan, yes; Ms. Hovis, yes; Mr. Tarolli, yes. Motion carried 5-0: per Mrs. Sarty

July 2025, Financial Report, provided by Gabe Below

Mrs. Gillman moved to accept July 2025, Financial Report; seconded by Ms. Phillips. All agreed.

Mrs. Gillman moved to accept correspondence as presented; seconded by Mr. Tarolli. All agreed.

THIRD READING OF ORDINANCES AND RESOLUTIONS

None

SECOND READING OF ORDINANCES AND RESOLUTIONS

None

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FIRST READING OF ORDINANCES AND RESOLUTIONS

Ordinance 23-25

AN ORDINANCE AMENDING ORDINANCE NO. 14-25, AS AMENDED,
OF THE CITY OF PORT CLINTON

No action taken. Ordinance 23-25 will be moved to its second reading on August 26, 2025.

BUSINESS FROM THE FLOOR

Mr. Morgan – Nothing to present

Mr. Robinson – Not present

Ms. Phillips – Advised the Safety Service Committee will be having a meeting following this Council meeting.

Ms. Hovis – Nothing to present

Mr. Tarolli – Will the tree grant allow us to hire a part-time or full-time arborist?

Mr. Below advised yes.

Mrs. King – Not present

Mrs. Gillman – Nothing to present

ANNOUNCEMENTS

None

ADJOURNMENT

With no further business to discuss, Ms. Phillips moved to adjourn; seconded by Ms. Hovis. With all those in favor, the meeting was adjourned at 6:22 p.m.

Sandra Ostheimer
Clerk of Council

Lisa Sarty
President of Council