

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: Carmen Daft, Beth Gillman, Cathy King, Richard Morgan, Jerry Tarolli, and Avery Robinson. Pat Hovis excused.

Jerry Tarolli moved to approve regular meeting minutes for February 10, 2026, seconded by Mr. Robinson. 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 7-26 – will not be assigned to a committee. Administration asked to consider passing at the first reading, due to time sensitivity.
- Ordinance 8-26 – will not be assigned to a committee. Administration asked to consider passing at the first reading.
- Ordinance 9-26 – will not be assigned to a committee.
- Ordinance 10-26 – will be assigned to the Finance Committee.
- Resolution 26-1, as amended – will not be assigned to a committee. Administration asked to consider passing at the first reading, due to time sensitivity.

Under second reading this evening:

- Ordinance 5-26 - Administration asked to consider passing at the second reading, due to time sensitivity.

The Easter Egg Hunt will be on March 28, 2026, at 10:00 am at Lakeview Park. If you would like to volunteer, please contact Ms. Chafee

MAYOR'S REPORT

Not present

AUDITOR'S REPORT

Mr. Below advised that the Request for 2026 Official Certificate of Estimated Resource for City of Port Clinton under correspondence governs how much the city can appropriate for the budget for 2026.

Ordinance 10-26, the amount is based on what is available from the previous year and how much we estimate future revenue. Appropriations cannot exceed that number. The Fire Department is up against that appropriation ceiling. There will be additional funds appropriated to the Fire Department in 2026 as there was last year (approved by Council) in the amount of \$225,000. This will make them partially whole.

This ordinance can go the full three entire readings. Generally, the budget accommodates a 10% increase, the Police Department will be budgeted for at 3.3 million dollars. In 2026 there are union negotiations that will transpire for FOP and Teamsters.

TREASURERS REPORT

As of February 24, 2026
Provided by Aaron Taylor

Bed Tax: \$15,451.96
Watercraft Dock Tax: \$150.00
STR Registration Fee: \$13,200.00

LAW DIRECTOR REPORT

Ordinance 5-26, a specialty crane truck is needed for the Wastewater Treatment plant. Mr. Bacak advised the truck will be ready within six weeks. Otherwise, the next truck build will not be available for several months. She encouraged Council to consider adopting on the second reading this evening.

Resolution 26-1 as amended – The City received a call from the Ottawa County Board of Elections advising that a required section was not included in the original resolution. The added statement is under section three on the second page. Being a resolution it can be amended at any time. She encouraged Council to consider adopting at the first reading so the document can be taken to the Ottawa County Board of Elections the next business day.

Ordinance 7-26, The city received notification from the State Government regarding the wording for the funding source for F.L.I.P. With this requirement we need to repeal 36-25. She encouraged Council to consider adopting on the first reading for our deadline is February 26, 2026.

Ordinance 8-26, under section four the dedicated source of payment as pledged revenues will be the water and sewer funds as necessary the infrastructure improvement fund can also be used for repayment. She encouraged Council to consider adopting on the first reading for our deadline is February 26, 2026.

SAFETY SERVICE REPORT

The revetment project on Lakeshore Drive is 70% completed. The mobile streetlights have been removed to return at a later date. The message boards will be used this weekend for the Burning Snowman event at Docks Beach House.

The Ottawa, Sandusky, and Senca Solid Waste District will be changing their name to Ottawa and Sandusky Solid Waste District. Due to Senca County will be forming their own waste district.

Republic Services will be offering Yard Waste pickup starting April 1st through October 31st. They will collect bundled branches (maximum length 4', weighing no more than 50 lbs.), grass clippings and leaves placed in a brown yard waste bags or in a trash can (owner provides) on a bi-weekly basis on Fridays. No paper is to be placed in the yard waste. The cost is \$10.00 a month, totaling \$70.00 a year. Deadline to register is April 15, 2026.

Ms. King inquired how do you sign up.

Mr. Sass advised to call Republic Services to sign up.

Ms. Chafee advised there will be a post on the city's Facebook page and website with details. The Republic phone number to call will be located at the Sandusky off St. Rt. 101.

INCOME TAX COMMISSIONER

Not present

POLICE CHIEF

Not present

FIRE CHIEF

Not present

COMMITTEE REPORTS

Finance Committee

Ms. Hovis

Not present

Safety Service & Public Works Committee

Mr. Tarolli

Conducted a meeting prior to tonight's Council meeting.

Economic and Community Development Committee

Mrs. Gillman

The committee meets on Wednesday, February 18th. The next committee meeting will take place on Wednesday, March 4th @ 6:00 pm.

CORRESPONDENCE

Port Clinton Police Department 2025 Annual Report, provided by Chief Dave Scott

Request for 2026 Official Certificate of Estimated Resources for City of Port Clinton, provided by Gabe Below, Auditor

Mr. Tarolli moved to accept the correspondence as presented; seconded by Mr. Robinson. All agreed.

THIRD READING OF ORDINANCES AND RESOLUTIONS

None

SECOND READING OF ORDINANCES AND RESOLUTIONS

Ordinance 5 – 26

AN ORDINANCE AUTHORIZING THE DIRECTOR OF SAFETY AND SERVICE TO ENTER INTO A CONTRACT WITH QT EQUIPMENT TO PURCHASE A NEW UTILITY CRANE TRUCK FOR THE WASTEWATER TREATMENT PLANT, WITHOUT FORMAL BIDDING AND ADVERTISING, DUE TO A REAL AND PRESENT EMERGENCY THAT AROSE WHEN THE CITY'S CURRENT UTILITY CRANE TRUCK WAS RENDERED UNSAFE FOR USE AND DECLARING AN EMERGENCY.

Mr. Tarolli moved to waive the third reading of Ordinance 5-26; seconded by Mr. Robinson

Results of the voice-roll call are as follows: Mr. Morgan, yes; Mrs. Gillman, yes; Mrs. King, yes; Mr. Robinson, yes; Ms. Tarolli, yes, and Ms. Daft, yes. Motion carried 6-0: per Mrs. Sarty

Mr. Tarolli moved to retain the emergency clause of Ordinance 5-26; seconded by Mr. Robinson.

Results of the voice-roll call are as follows: Mr. Morgan, yes; Mrs. Gillman, yes; Mrs. King, yes; Mr. Robinson, yes; Ms. Tarolli, yes, and Ms. Daft, yes. Motion carried 6-0: per Mrs. Sarty.

Mr. Tarolli moved to adopt Ordinance 5-26; seconded by Mr. Robinson.

Results of the voice-roll call are as follows: Mr. Morgan, yes; Ms. Hovis, yes; Mrs. King, yes; Mr. Robinson, yes; Mr. Tarolli, yes, and Ms. Daft, yes. Motion carried 6-0: per Mrs. Sarty.

FIRST READING OF ORDINANCES AND RESOLUTIONS

Resolution 26-1, As Amended

A RESOLUTION PURSUANT TO SECTION 5705.19(I) OF THE OHIO REVISED CODE SUBMITTING TO THE ELECTORS OF THE CITY THE QUESTION OF A NEW 3.9-MILL PROPERTY TAX LEVY FOR THE PURPOSE OF PROVIDING AND MAINTAINING: FIRE AND EMS APPARATUS, THE FIRE STATION, EMERGENCY EQUIPMENT, EMERGENCY VEHICLES, SUPPLIES AND INCIDENTALS, COMMUNICATIONS, CAPITAL IMPROVEMENTS, AND FOR THE PAYMENT OF FULL-TIME, PART-TIME, AND PAID VOLUNTEER PERSONNEL WAGES, BENEFITS, AND EMPLOYER CONTRIBUTION REQUIRED BY SECTION 742.34 OF THE OHIO REVISED CODE AND DECLARING AN EMERGENCY.

Mrs. Gillman moved to waive the three required readings of Resolution 26-1: seconded by Mrs. King.

Results of the voice-roll call are as follows: Mr. Morgan, yes; Mrs. Gillman, yes; Mrs. King, yes; Mr. Robinson, yes; Ms. Tarolli, yes, and Ms. Daft, yes. Motion carried 6-0: per Mrs. Sarty

Mrs. Gillman moved to retain the emergency clause of Resolution 26-1; seconded by Mrs. King

Results of the voice-roll call are as follows: Mr. Morgan, yes; Mrs. Gillman, yes; Mrs. King, yes; Mr. Robinson, yes; Ms. Tarolli, yes, and Ms. Daft, yes. Motion carried 6-0: per Mrs. Sarty.

Mrs. Gillman moved to adopt Resolution 26-1; seconded by Mrs. King.

Results of the voice-roll call are as follows: Mr. Morgan, yes; Ms. Hovis, yes; Mrs. King, yes; Mr. Robinson, yes; Mr. Tarolli, yes, and Ms. Daft, yes. Motion carried 6-0: per Mrs. Sarty.

Ordinance 7-26

AN ORDINANCE REPEALING ORDINANCE 36-25, PASSED ON JANUARY 13, 2026, BY CITY COUNCIL AND DECLARING AN EMERGENCY

Mr. Robinson moved to waive the three required readings of Ordinance 7-26: seconded by Mr. Tarolli.

Results of the voice-roll call are as follows: Mr. Morgan, yes; Mrs. Gillman, yes; Mrs. King, yes; Mr. Robinson, yes; Ms. Tarolli, yes, and Ms. Daft, yes. Motion carried 6-0: per Mrs. Sarty

Mr. Robinson moved to retain the emergency clause of Ordinance 7-26; seconded by Mr. Tarolli

Results of the voice-roll call are as follows: Mr. Morgan, yes; Mrs. Gillman, yes; Mrs. King, yes; Mr. Robinson, yes; Ms. Tarolli, yes, and Ms. Daft, yes. Motion carried 6-0: per Mrs. Sarty.

Mr. Robinson moved to adopt Ordinance 7-26; seconded by Mr. Tarolli.

Results of the voice-roll call are as follows: Mr. Morgan, yes; Ms. Hovis, yes; Mrs. King, yes; Mr. Robinson, yes; Mr. Tarolli, yes, and Ms. Daft, yes. Motion carried 6-0: per Mrs. Sarty.

Ordinance 8-26

AN ORDINANCE AUTHORIZING AND DIRECTING THE DIRECTOR OF SAFETY AND SERVICE TO PREPARE AND SUBMIT APPLICATIONS AS MAY BE REQUIRED FOR PLANNING, DESIGN OR CONSTRUCTION OF THE WATER METER REPLACEMENT IMPROVEMENTS, WATER AND SANITARY SEWER INFRASTRUCTURE IMPROVEMENTS, LAKESHORE DRIVE/SR 163 REVETMENT IMPROVEMENTS, BROOKLYN STREET SANITARY PUMP STATION REHABILITATION IMPROVEMENTS, PERRY/MONROE/HARRISON IMPROVEMENTS, ELEVATED WATER TANK BASE IMPROVEMENTS, WASTEWATER TREATMENT PLANT PUMP AND HEAT/AIR EXCHANGE UNIT IMPROVEMENTS, LAUREL AVENUE RECONSTRUCTION SANITARY SEWER AND STORM SEWER IMPROVEMENTS, LEAD SERVICE LINE INVENTORY, AND LEAD SERVICE LINE REPLACEMENT INFRASTRUCTURE IMPROVEMENTS TO THE OHIO WATER DEVELOPMENT AUTHORITY(OWDA), OHIO ENVIRONMENTAL PROTECTION AGENCY (OEPA), OHIO DEPARTMENT OF DEVELOPMENT (ODOD), COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG), WATER POLLUTION CONTROL LOAN FUND (WPCLF), WATER SUPPLY REVOLVING LOAN ACCOUNT (WSRLA), OHIO PUBLIC WORKS COMMISSION (OPWC), OHIO DEPARTMENT OF TRANSPORTATION STATE INFRASTRUCTURE BANK (SIB) AND ANY OTHER FUNDING SOURCES OR PROGRAMS THAT BECOME AVAILABLE AND TO EXECUTE APPLICATION DOCUMENTS FOR THE FUNDING SOURCES AS REQUIRED AND TO EXECUTE CONTRACTS FOR PLANNING, DESIGN, AND CONSTRUCTION PHASES AND DECLARING AN EMERGENCY.

Mr. Tarolli moved to waive the three required readings of Ordinance 8-26: seconded by Mr. Robinson.

Results of the voice-roll call are as follows: Mr. Morgan, yes; Mrs. Gillman, yes; Mrs. King, yes; Mr. Robinson, yes; Ms. Tarolli, yes, and Ms. Daft, yes. Motion carried 6-0: per Mrs. Sarty

Mr. Tarolli moved to retain the emergency clause of Ordinance 8-26; seconded by Mr. Robinson.

Results of the voice-roll call are as follows: Mr. Morgan, yes; Mrs. Gillman, yes; Mrs. King, yes; Mr. Robinson, yes; Ms. Tarolli, yes, and Ms. Daft, yes. Motion carried 6-0: per Mrs. Sarty.

Mr. Tarolli moved to adopt Ordinance 8-26; seconded by Mr. Robinson

Results of the voice-roll call are as follows: Mr. Morgan, yes; Ms. Hovis, yes; Mrs. King, yes; Mr. Robinson, yes; Mr. Tarolli, yes, and Ms. Daft, yes. Motion carried 6-0: per Mrs. Sarty.

Ordinance 9-26

AN ORDINANCE TO APPROVE THE COMMUNITY HOUSING IMPACT AND PRESERVATION 2026 PARTNERSHIP AGREEMENT BETWEEN THE CITY OF PORT CLINTON AND OTTAWA COUNTY AND TO AUTHORIZE AND DIRECT THE DIRECTOR OF SAFETY AND SERVICE TO EXECUTE THE AGREEMENT AND DECLARING AN EMERGENCY

No action taken. Ordinance 9-26 will be moved to its second reading on March 10, 2026.

Ordinance 10-26

AN ORDINANCE MAKING APPROPRIATIONS FOR CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF PORT CLINTON, COUNTY OF OTTAWA, STATE OF OHIO, DURING FISCAL YEAR ENDING ON DECEMBER 31, 2026

No action taken. Ordinance 10-26 will be moved to its second reading on March 10, 2026.

BUSINESS FROM THE FLOOR

Mrs. Gillman moved to enter executive session at 6:29 pm for the purpose of sale of real estate; seconded by Mr. Tarolli.

Results of the voice-roll call are as follows: Mr. Morgan, yes; Ms. Hovis, yes; Mrs. King, yes; Mr. Robinson, yes; Mr. Tarolli, yes, and Ms. Daft, yes. Motion carried 6-0: per Mrs. Sarty.

Mrs. Gillman moved to exit executive session at 7:05 pm; seconded by Mr. Tarolli.

Mrs. Gillman moved to enter executive session at 7:06 pm for the purpose of employee compensation; seconded by Mr. Tarolli.

Results of the voice-roll call are as follows: Mr. Morgan, yes; Ms. Hovis, yes; Mrs. King, yes; Mr. Robinson, yes; Mr. Tarolli, yes, and Ms. Daft, yes. Motion carried 6-0: per Mrs. Sarty.

Mrs. Gillman moved to exit executive session at 7:17 pm; seconded by Mr. Tarolli.

Mr. Morgan — Nothing to present

Mr. Robinson — Nothing to present

Mr. Tarolli — Nothing to present

Ms. Hovis — Not present

Ms. Daft — Nothing to present

Mrs. King — Nothing to present

Mrs. Gillman — Burning Snowman is this Saturday

ANNOUNCEMENTS

None

ADJOURNMENT

With no further business to discuss, Mr. Tarolli moved to adjourn; seconded by Mrs. King. With all those in favor, the meeting was adjourned at 7:18 p.m.

February 24, 2026

Sandra Chafee
Clerk of Council

Lisa Sarty
President of Council