

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.

Mr. Tarolli moved to appoint Beth Gillman as temporary City Council Clerk; seconded by Mrs. King. All agreed.

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

Mr. Tarolli moved to approve regular meeting minutes for June 9, 2026, seconded by Mrs. King. 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 second reading this evening:

- Ordinance 23-26 – Administration asks that Council consider adopting at the second reading, due to it being time sensitive. To be assigned to Safety Service and Public Works Committee.
- Ordinance 24-26 – Administration asks that Council consider adopting at the second reading, due to it being time sensitive. To be assigned to Safety Service and Public Works Committee.

There will be a Special Council meeting on Thursday, June 25, 2026, at 5:30 pm; for Ordinance 22-26.

MAYOR'S REPORT

Today is Fish Ohio Day. Chief Scott participated as a representative for the City of Port Clinton. Mayor Snyder, Jim Sass and Chief Scott attended the luncheon at the Welcome Center. It is a great event that has been going on since the 1980's.

The Splash Pad construction is moving along. The completion date is scheduled for July 15th. That only means the substantial construction will be completed. Inspections and such will need to take place, prior to the ribbon cutting for kids to enjoy.

Thank you The Beacon, Sheri Trusty for the article regarding the FLIP program.

Bennett Norley of Kleinfelder Engineering is finishing up the final draft of a 6 x 11 postcard regarding the FLIP project to be mailed to all citizens of the city. Should be in the mail in the next couple of weeks. The final cost of this mailer is \$4200.00. Kleinfelder Engineering has agreed to cover this cost.

This week the city's supervisors met with a potential candidate as the City's Safety Service Director. By the end of this week, Mayor Snider hopes to offer this potential candidate the position.

With incredible sadness to announce that Jim Sass's last day as Interim Safety Service Director is Thursday, July 2, 2026. Thank you very much for all you have done. Mr. Sass was presented with a Thank You cake.

Mrs. King inquired if we have a date when the Splash Pad will be opened.

Mayor Snider advised no.

Mr. Tarolli inquired have we received the approval letter from the Railroad as of yet?

Mr. Sass advised it is getting closer.

AUDITOR'S REPORT

Ordinance 19-26 appropriates a further \$325,000 for fiscal year 2026, including interfund transfers to the General Fund and Fire Fund.

\$225,000 of the \$325,000 increase in Ord. 19 is a further transfer to the Fire Fund, to cover supply & equipment needs and other necessary expenses through the end of the year.

The remaining \$100,000 pertains to the Active Transportation Infrastructure Investment Program grant award from FHWA. The fully executed grant agreement was received from FHWA's Acquisitions Office since the last council meeting, and a kick-off meeting is scheduled June 29. A reminder that the City will be reimbursed 100% of the \$100,000.

I met June 15 with the Finance Committee when it took up the ordinance and recommended approval. Please pass Ord.19 tonight.

Ordinance 22-26 pertains to a further note issuance following last years of \$1,000,000 for the original purchase of the property located at 201 Madison Street, the new City Hall, plus renovation costs.

Ord. 22 effectively rolls over the principal amount of \$1,000,000 and charges to finance the total amount until we have a solid renovation plan with professional cost estimate. The City currently has \$206,241 available in the fund, Fund #784, for ongoing needs at the property.

The original matures July 22, pricing is scheduled July 8, closing July 20 to meet that July 22 pay-off date.

I met June 15 with the Finance Committee when it took up the ordinance and recommended approval. Please pass Ord. 22 at the Special Meeting on June 25.

Ordinances 23 and 24 are further follow-up pieces of legislation to Resolution 26-4 passed May 26 to resume grant activities under the federal Urban and Community Forestry grant award through American Forests.

Ord. 23 is to issue RFP and execute a contract for tree maintenance, a sum not to exceed \$54,000 forestry grant award, fully funding any contract with grant funds so that no cost shall be borne by the City.

Ord. 24 is the same for tree planting, not to exceed \$90,000, which shall be fully funded by the forestry grant award so that no cost shall be borne by the City.

Ord. 21 is the downtown tree canopy ordinance, at \$500,000.

City aims to issue RFPs for all three July 15, immediately following passage at the next council meeting on July 14. Please pass Ord. 21, 23, and 24 at the next Council meeting on July 14.

Audit Exit Conference

Council, I notified you this morning about waiving the exit conference with the Audit of State audit managers. Exit conferences are totally optional. City is completing the waiver; and I look forward to discussing the audit report after its release from the State.

Mr. Sass, thank you for stepping in and managing the City's affairs for the past 7 months. Agreeing to help when asked is a true sign of a public servant.

If this were your capstone course or capstone project in city and county government management, I would issue you a grade of A. I wish you, Molly, Scott and Laura the very, very best.

Mrs. King inquired about Ordinance 22-26, is this for the permanent financing for 201 Madison Street.

Mr. Below advised no, this is for a year to three years. There is flexibility that allows the city to roll it into a long-term bond or pay it off out right. This allows for flexibility so the project can be done in a cost-effective manner.

TREASURERS REPORT

Not present

LAW DIRECTOR REPORT

Not present

SAFETY SERVICE REPORT

It has come to Mr. Sass's attention that a group of individuals have pulled the stakes out where trees are to be planted along the north side of E. Third Street; indicating that they don't want trees planted. He advised this is something that will need to be discussed. How much does the property owner have a say in a tree placed in the right-of-way in front of their home.

Mr. Tarolli advised he has discussed this with Larry Holman (Tree Commission Chairman) and they will be replacing the stakes that have been pulled. He stated the trees have to be planted. Mr. Tarolli advised he is aware that there are property owners that don't want trees planted in front of their home.

Mr. Sass advised he has had some conversations about the upgraded meter pits and meters. The current meters and pits are from the late 1980's / early 1990's and prevent the city from reading them electronically. The new meters will not fit into the existing pits. There is some resistance to the upgrade from property owners; there is a cost to the property owners for these upgrades.

Recently, there have been some meetings with developers regarding three potential new developments on Lakeshore Drive. More information will become available at a later date.

Browns Dairy Dock in Marblehead will be opening a second location in our concession stand at Lakeview Park in the very near future. They are currently making some upgrades to accommodate their equipment. This will be a huge addition to the park.

Mr. Sass advised, it has been a pleasure and appreciated the opportunity to serve as the city's Interim Safety Service Director.

INCOME TAX COMMISSIONER

Not present

POLICE CHIEF

Not present

FIRE CHIEF

Not present

COMMITTEE REPORTS

Finance Committee

Ms. Hovis

Mr. Hovis advised that the committee met on June 15, 2006, to discuss Ordinance 19-26 and Ordinance 22-26; all agreed to recommend passing Ordinance 19-26 at its third reading and Ordinance 22-26 at its second reading.

Thank you, Mr. Sass, truly appreciate all you have done.

Safety Service & Public Works Committee

Mr. Tarolli

Mr. Tarolli advised that the committee has met three times in the last three weeks to discuss the Fire Department's finances. If something isn't done in five years the Fire Department will be in a world of hurt.

The next committee meeting is scheduled for Monday, June 29, 2026, at 6:00, at the Port Clinton Fire Station. Ordinance 23-26 and Ordinance 24-26 will be on the agenda.

Economic and Community Development Committee

Mrs. Gillman

Next committee meeting will be held on July 28, 2026, to continue discussion on short term rentals.

CORRESPONDENCE

Amended Official Certificate of Estimated Resources from the Ottawa County Budget Commission, provided by Gabe Below, Auditor

Mr. Tarolli made a motion to approve the Official Certificate of Estimated Resources; seconded by Mrs. King.

Results of the voice-roll call are as follows: Mr. Tarolli, yes; Mrs. King, yes; Ms. Daft, yes; Ms. Hovis, yes; and Mrs. Gillman, yes. Motion carried 5-0: per Mrs. Sarty

Mr. Tarolli motion to approve the correspondence as stated; seconded by Mrs. King. All agreed.

THIRD READING OF ORDINANCES AND RESOLUTIONS

Ordinance 18-26

AN ORDINANCE TO APPROVE MARCH 2026 REPLACEMENT PAGES TO THE PORT CLINTON CODIFIED ORDINANCES AND DECLARING AN EMERGENCY

Mr. Tarolli moved to retain the emergency clause of Ordinance 18-26; seconded by Ms. Hovis.

Results of the voice-roll call are as follows: Mr. Tarolli, yes; Mrs. King, yes; Ms. Daft, yes; Ms. Hovis, yes; and Mrs. Gillman, yes. Motion carried 5-0: per Mrs. Sarty

Mr. Tarolli moved to adopt Ordinance 18-26; seconded by Ms. Hovis.

June 23, 2026

Results of the voice-roll call are as follows: Mr. Tarolli, yes; Mrs. King, yes; Ms. Daft, yes; Ms. Hovis, yes; and Mrs. Gillman, yes. Motion carried 5-0: per Mrs. Sarty

Ordinance 19-26

AN ORDINANCE AMENDING ORDINANCE NO. 10-26 OF THE CITY OF PORT CLINTON

Mr. Tarolli moved to adopt Ordinance 19-26; seconded by Ms. Hovis.

Results of the voice-roll call are as follows: Mr. Tarolli, yes; Mrs. King, yes; Ms. Daft, yes; Ms. Hovis, yes; and Mrs. Gillman, yes. Motion carried 5-0: per Mrs. Sarty

SECOND READING OF ORDINANCES AND RESOLUTIONS

Ordinance 21-26

AN ORDINANCE AUTHORIZING AND DIRECTING THE DIRECTOR OF SAFETY AND SERVICE TO ADVERTISE FOR PROPOSALS AND ENTER INTO A CONTRACT FOR DOWNTOWN STREETScape TREE CANOPY IMPROVEMENT SERVICES, FULLY FUNDED THROUGH THE CITY OF PORT CLINTON URBAN AND COMMUNITY FORESTRY INFLATION REDUCTION ACT GRANT AWARD, WITH NO COSTS TO BE BORNE BY THE CITY, AND DECLARING AN EMERGENCY

No action taken, Ordinance 21-26 will be moved to its third reading on July 14, 2026

Ordinance 22-26

AN ORDINANCE PROVIDING FOR THE ISSUANCE AND SALE OF NOTES IN ONE OR MORE SERIES IN THE MAXIMUM AGGREGATE PRINCIPAL AMOUNT OF \$1,080,000, IN ANTICIPATION OF THE ISSUANCE OF BONDS, FOR THE PURPOSE OF PAYING COSTS OF ACQUIRING, RECONSTRUCTING, RENOVATING, CONSTRUCTING, EQUIPPING, FURNISHING AND OTHERWISE IMPROVING CERTAIN FACILITIES FOR USE AS A CITY HALL AND OTHER CITY PURPOSES, TOGETHER WITH ALL NECESSARY APPURTENANCES THERETO, AND DECLARING AN EMERGENCY.

No action taken, Ordinance 22-26 will be moved to its third reading at a special council meeting on Thursday, June 25, 2026, at 5:30 pm.

FIRST READING OF ORDINANCES AND RESOLUTIONS

Ordinance 23-26

AN ORDINANCE AUTHORIZING AND DIRECTING THE DIRECTOR OF SAFETY AND SERVICE TO ADVERTISE FOR PROPOSALS AND ENTER INTO A CONTRACT FOR TREE MAINTENANCE SERVICES, FULLY FUNDED THROUGH THE CITY OF PORT CLINTON URBAN AND COMMUNITY FORESTRY INFLATION REDUCTION ACT GRANT AWARD, WITH NO COSTS TO BE BORNE BY THE CITY, AND DECLARING AN EMERGENCY

June 23, 2026

No action taken, Ordinance 23-26 will be moved to its second reading on July 14, 2026

Ordinance 24-26

AN ORDINANCE AUTHORIZING AND DIRECTING THE DIRECTOR OF SAFETY AND SERVICE TO ADVERTISE FOR PROPOSALS AND ENTER INTO A CONTRACT FOR TREE PLANTING SERVICES, FULLY FUNDED THROUGH THE CITY OF PORT CLINTON URBAN AND COMMUNITY FORESTRY INFLATION REDUCTION ACT GRANT AWARD, WITH NO COSTS TO BE BORNE BY THE CITY, AND DECLARING AN EMERGENCY

No action taken, Ordinance 23-26 will be moved to its second reading on July 14, 2026.

BUSINESS FROM THE FLOOR

Mr. Morgan – Not present

Mr. Robinson – Not present

Mr. Tarolli – Mr. Sass, thank you very much for all you have done.

Mayor Snider what does administration feel about planting of the trees along E. Third Street.

Mayor Snider stated if the residents don't want them how can we force them to be planted.

Mr. Sass said that the property owners will need to water them to help them thrive.

Mr. Tarolli advised that the city would place water bags on each tree and the city would be watering the trees.

Mayor Snider stated trees have a tremendous benefit to street scape, property values, energy efficiency, beautification. But if the property owner doesn't want it??

Mrs. King inquired, can we talk to the owners to make sure that is what they want.

Ms. Hovis – Not present

Ms. Daft – Nothing to present

Mrs. King – Thank you Mr. Sass. Appreciates the openness and honesty.

Mrs. Gillman – Appreciate Mr. Sass, when the mayor put up the ask and you took it. Thank you for always being professional and your vast experience.

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 6:33 p.m.

Beth Gillman
Temporary Clerk of Council

Lisa Sarty
President of Council