

PORT CLINTON CITY COUNCIL MINUTES
REGULAR MEETING

The regular meeting of the Port Clinton City Council held in Ottawa County Family Advocacy Center, 570 McKinley Drive. 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: Jerry Tarolli, Cathy King, Avery Robinson, Carmen Daft, Richard Morgan and Beth Gillman. Pat Hovis excused.

Connie Roe, Ottawa County Family Advocacy Center

Ottawa County Family Advocacy Center has several programs to assist Ottawa County. Those include Soar by 24, Konnections, Fuel for Kids, Grand Love, TNT Mentoring, and Summer Lunch program. In addition to serving the homeless, they have assisted two families who had home fires this past year.

Mr. Tarolli moved to approve regular meeting minutes for May 26, 2026, seconded by Mrs. Gillman. All agreed.

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

GUEST PRESENTATION

Doug Nusser, City of Port Clinton Project Coordinator

Bennett Norley, Kleinfelder Engineering

Mr. Norley provided a detailed update on the Water and Sanitary Sewer Infrastructure Improvements Project, noting that the project has reached a significant milestone with the completion of design. The project is currently in the final stages of review with multiple state and federal funding and regulatory agencies, which has extended the overall timeline. It was explained that the delays have largely been driven by factors outside of the project team's control, including extensive coordination with the railroad, which alone spanned more than two years, as well as the need to comply with a complex and evolving funding environment tied to state and federal assistance programs.

Despite these challenges, the project team emphasized that the additional time has resulted in meaningful financial benefits for the City. Through sustained coordination with funding agencies over several years, the city has secured approximately \$16.25 million in grant funding and \$12.25 million in low-interest loans, including approximately \$3 million in principal forgiveness. The remaining loan funding carries interest rates significantly below current market conditions, providing long-term savings and reducing the overall financial impact on residents.

Looking ahead, the project is approaching key next steps. Final agency approvals are anticipated within the next 30 to 60 days, after which the project will move into the bidding phase. Contractor bidding and award are expected to take an additional 30 to 60 days, with construction currently anticipated to begin in February or March 2027. The estimated construction duration is approximately 18 months. The project team highlighted that considerable effort has been placed on coordinating the work to minimize disruptions, particularly during peak summer and tourism seasons, and to ensure that improvements are completed efficiently and with long-term reliability in mind.

Mr. Noreu also acknowledged community concerns regarding the project timeline and reaffirmed the project team's commitment to transparent communication moving forward. Additional outreach efforts are being explored to ensure residents have clear and accessible information about the project, including anticipated timelines, impacts, and overall benefits.

Mr. Below advised that no federal grant that the City of Port Clinton is awarded is pre-paid. When work is completed, it is a monthly reimbursement to the city or direct pay to the vendor. When the City of Port Clinton is awarded funds from a federal entity for improvements in the city it is earmarked for the City. It is not provided to the city until all approvals and work has been completed. This is how the Federal Government requires it to be, which is sound fiscal management oversight of expenditures making sure everything is eligible. Doug Nusser and others will submit reimbursement requests which will include detailed invoices for what improvements were paid for (costs, materials, labor, etc.). That is how we receive those dollars back.

The monthly EDU charge of \$20.00 sits in a separate fund (Infrastructure Improvement Fund) on the water/sewer bill. Those dollars are restricted for only these uses (water & sewer improvements). It is only for capital improvements that strictly have to do with water & sewer.

Mr. Nusser advised any debt that is still in place from previously completed projects; infrastructure funding is not being paid for that debt, it is only for new projects.

Mr. Nusser advised that a roundabout will be placed where W. Perry and Monroe Street (also known as the five points) come together. This is an ODOT project and will not be started until Fall of 2028. The roundabout project is a separate project from the infrastructure project.

PUBLIC COMMENT

Bev Nietfeld, 725 Maidson Street, Port Clinton

Ms. Nietfeld provided a handout with concerns to Council and Elected Officials.

Purchase of the Key Bank – is it paid off and are we using taxpayer money?

Mayor Snider advised the city has hired a Criteria Architect working on the design phase of the Key Bank building (201 Madison Street). We anticipate by this time next year we will be moving to that location.

The existing City Hall building (1868 E. Perry Street) located in the County / City complex (Ottawa County owns 70% / City of Port Clinton owns 30%), Ottawa County has agreed to purchase the city's portion for \$975,000. The Key Bank building was purchased by the city for \$775,000.

Per any City Planner they state that you want to have your City Hall downtown.

Mrs. Nietfeld inquired about the current lease that Key Bank has at 201 Madison Street, is the city buying them out of their lease?

Mayor Snider advised, no. Key Bank's lease is up in 2029. We will not be extending the lease.

Mrs. Nietfeld inquired about what departments are moving to 201 Madison Street?

Mayor Snyder advised all existing departments at 1868 E. Perry Street will be moving, to include the Police Department.

Mrs. Nietfeld advised that the Fire Department levy didn't pass due to the tax increase, the roads, and the infrastructure fee; because the city is taxing us to death.

President Sarty asked Mrs. Nietfeld if she knew that the property taxes are not set by the city but by the county Auditor and the city only gets 1.5% of that?

Mrs. Nietfeld stated it isn't her problem.

Mrs. Nietfeld advised that there are entities that small fire departments can apply for grants. She provided a list of agencies.

Mrs. Nietfeld asked Mr. Below when was the last State audit for the City of Port Clinton?

Mr. Below advised it is done on an annual occurrence. The current audit is nearly completed.

Sonya Culp-Zimmerman, 517 Laurel Avenue, Port Clinton

Ms. Zimmerman advised that the City's website still has Margaret Phillips posted as a Councilman.

Ms. Chafee advised that the page Ms. Zimmerman spoke of is an old page that is still out on the web.

Mrs. King suggested that Ms. Zimmerman specifically type in portclinton.com to get the most current website and information.

Ms. Zimmerman advised that she is one of the volunteers that takes care of the Lakeview Park flower garden. She spoke on getting the younger community members to have more community involvement.

President Sarty recommended contacting Rotary, Lions Club and Leadership Council at the Port Clinton High School.

Also, inquired if Council would consider taking a Council meeting to the Port Clinton High School for the senior class, for the younger generation have no concept of government doings.

PRESIDENT OF COUNCIL

Under first reading this evening:

- Ordinance 20-26 – Will not be assigned to a committee. Administration requests that Council consider adopting at the first reading, due to time sensitivity.
- Ordinance 21-26 – Will be assigned to the Safety Service & Public Works Committee. May go all three readings.
- Ordinance 22-26 - Will be assigned to the Finance Committee. Administration requests that Council consider adopting its second reading due to time sensitivity.

MAYOR'S REPORT

Thank you Connie Roe and Family Advocacy Center for allowing the city to use their facility.

Mayor Snider advised that interviews for the Safety Service Director will take place Friday of this week.

Brush pick-up started yesterday. There is an abundance of brush throughout the city.

There are twelve properties that have high grass. The city will mow these properties once they have completed all the duties and mowing of public property.

The concession stand at Lakeview Park. Lighthouse Sober living has determined they will not be able to open the concession stand. There is another entity that is very interested that currently sells ice cream at another location.

Thursday, June 11, 2026, at 3:00 pm at 107 Madison Street there will be a ribbon cutting for Lake Erie Art Collective.

The Port Clinton Senior Picnic will be Friday, August 7, 2026, 11:00 – 1:00 pm at Port Clinton Service Garage, 33 Park Drive.

The Splash Pad is under construction at Waterworks Park. The completion date is on or before July 15, 2026, weather depending.

Fourth of July, Voice of Freedom / Community Choir have started rehearsals. They are held at Trinity United Methodist Church on Wednesdays from 7-9 pm. If you are interested in participating, please call Greg Fox at 419-341-2579 or show up at the rehearsal.

The National Rifle Match, First Shot will take place on Monday, July 13, 2026, at 4:30 pm at Camp Perry.

Attending this evening's meeting is Pear (exchange visitor) from Thailand. She works for Our Guest Inn and Brick House.

AUDITOR'S REPORT

Ordinance 19-26 appropriates a further \$325,000 for fiscal year 2026. \$100,000 pertains to the Active Transportation Infrastructure Investment Program grant award from the Federal Highway Administration, for planning the connection between the city and the Sandusky Bay Pathway in Erie County.

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The grant agreement was received and accepted by the city last week; we await final sign-off from FHWA's Acquisitions Office, at which time the grant agreement will be fully executed. SmithGroup was competitively selected by the city for this planning work.

Federal grant amount is \$100,000, plus cost shares of \$15,000 from Greater Sandusky Partnership and \$10,000 from Park District of Ottawa County. These cost share funds have already been received.

Federal grant funds must be appropriated, even though these \$100,000 comes from Washington; the City will be reimbursed at 100%. Cost shares have already been received, \$15,000 from Greater Sandusky Partnership and \$10,000 from Park District of Ottawa County.

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

Ordinance 21-26 is an immediate follow-up to Resolution 26-4 passed May 26 to resume grant activities under the Urban and Community Forestry Inflation Reduction Act grant award through American Forests.

I presented last week to American Forests a spend plan for the remaining balance of over \$750,000. That included \$500,000 for tree canopy in the historic downtown and central business district; \$140,000 for tree plantings in the neighborhood tree lawns and city parks; and remaining balance toward tree maintenance and urban forestry management plan contracts.

Ordinance 21-26 pertains solely to downtown canopy, authorizing an RFP and contract for downtown streetscape tree canopy improvements, fully funded through the grant award with no costs to be borne by the city. I proposed the downtown trees last week to the Mayor, SSD, Service Department Foreman and Tree Commission Chair, and I was delighted that there was agreement. This will be an excellent and much-needed improvement to downtown and one that will be fully funded, 100%, by the federal government. Our goal is to start construction in February 2027 and complete the project by fall.

The grant period concludes in April 2028, so the City will necessarily need to move at warp speed to implement all the remaining grant funds, so I look forward to your support on Ord. 21 and on future ordinances.

I presented to Council yesterday, June 8, the Fiscal Officer's Certificate pertaining to Ordinance 22-26 pertains to a further note issuance following Ordinance 19-25, passed June 26, 2026, for the original purchase of the property located at 201 Madison Street, the new City Hall.

Ord. 19-25 authorized issue of not more than \$2,250,000 in notes. City issued just \$1,000,000. (Over \$219,000 remained in the fund at the end of 2025.)

Ord. 22-26 effectively rolls over that principal amount and charges and to finance the total amount until we have a solid renovation plan with professional cost estimate.

The notes will have a call feature that allows the city to pay off the note earlier, should KeyBank exit before the expiration of the current lease. So, there is flexibility provided within the Ordinance to allow the City to minimize interest costs while still being able to complete the renovation project in a cost-effective manner.

The 2025 Bond Anticipation Notes matures July 22, so Council passage at the next meeting, June. 23, is my request in order to make that pay-off date.

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Council passed Resolution 25-6 last fall; the resolution directed Mayor, Auditor, Law Director, Treasurer, and Director of Safety and Service, to collaborate with property owners, developers, builders, and other stakeholders and utilize all appropriate and available economic development incentives, including Community Reinvestment Area (CRA), among other supports, to promote residential growth and increase available single-family housing stock within the City.

CRA provides real property tax exemptions for property owners who renovate existing or construct new buildings.

On CRA, Council should approve legislation to replace the current 3 CRA districts, covering downtown, E Perry Street including Fairfield Inn, and south including Shepard Crossing, with one city-wide CRA that runs from city limits in the east to the west, from the Lake to south city limit; to encourage revitalization of the existing housing stock and the development of new structures.

And that legislation should include eligibility for new residential construction, residential remodeling, and also commercial and industrial new construction & remodeling.

And the legislation should allow for terms to be the maximum allowable by the State of Ohio, generally up to 15 years and up to 100% property tax exemption.

This would be consistent with Res. 25-6, promote improved housing stock within the City, and provide real property tax relief to residents and property owners.

It is an economic development tool the city has – this would maximize it and provide as much tax incentive as we can as a city government.

I hope to work with Council and the relevant committee to earn your support and see this meaningful change be enacted this summer.

TREASURERS REPORT

As of June 9, 2026

Transient Occupancy Tax: \$64,997.75

Watercraft Tax: \$19,325.00

STR Registration Fee: \$26,300.00

LAW DIRECTOR REPORT

In May 2026, the city sent out letters to all the taxi companies in the area reminding them they need to register to conduct business in the City of Port Clinton. Any taxi company that picks up an individual in the city of Port Clinton is required to be registered. If a company has come from another location and is only dropping off a person, they are not required to register. All local taxi companies have registered for 2026.

The city met with ODNR recently and they will be assisting the city in updating the current tree ordinance. This should be brought to council in a couple of months.

The trash bins once again are being left on the curb beyond the 24-hour allowed time limit from the day the trash has been picked up by Republic Services. The city's ordinance does state that beyond 24 hours it can result in a misdemeanor offense without a scheduled removal.

Furniture and such have once again been left on the boulevard. If you have Republic Services scheduled to pick up, we recommend calling the city to advise. When seen by the Port Clinton Police Department the homeowner can be charged with the misdemeanor if it hasn't been removed within 24 hours.

Summer brings parking tickets. The city's first parking ticket is \$30.00, then \$60.00, and can go up to \$90.00. A couple of years ago, "Parking Court" was created. Originally there were many unpaid parking tickets all the way back from 2022. We are now at current year if hearings are required.

Cub Scouts Troop 361, Boy Scouts 360 and Girls Scouts are looking for service / volunteer opportunities. They would be happy to volunteer for the city where needed (flower gardens, beach, etc.).

Task Force on aging is located at Magruder Hospital, Rachel Fall is the contact for this program.

Mr. Tarolli asked what we can do about the E-bikes that kids are riding throughout the city and not following traffic laws.

Ms. Shenker advised that the Ohio Revised Code (ORC) has two different sections; one for E-bikes and one for scooters. The city follows the Ohio Revised Code (ORC). We can write our own legislation if we want stricter rules. ORC states with electric scooters and ages 14 and 15 must be wearing a helmet and an adult must be with the child when riding the scooter. Within the age of 16-18 you are allowed to ride the scooter but must have a helmet on. No one is to ride tandem on a scooter. Insurance is not required to ride a scooter. All scooters and E-bikes are to follow all road rules and laws.

Ms. Shenker advised it is against the Ohio Revised Code (ORC) to drive a golf cart on the city streets. A "Low-Speed Vehicle" is allowed to be driven on the city streets. This is due to the manufacturer

installed safety equipment that includes seat belts, full glass windshield, windshield wipers, VIN number (which you can get a state license plate for) and turn signals.

A "Under Speed Vehicle" also known as a golf cart is not allowed on city streets

SAFETY SERVICE REPORT

Prior to this evenings Council meeting there was a swearing in of a new fireman at Port Clinton City Hall.

Thank you Bennett and Doug for your presentation this evening.

Thank you Ms. Roe for allowing the city to use your facility this evening. It is a great idea to move the council meeting to different locations periodically.

Additional playground equipment has been placed at West End Park. The property is owned by the Port Clinton Board of Education, the grant was written and granted to the Ottawa County Health Department, and the city maintains the park. A port-a-john will be installed. If there is any vandalism at the port-a-john the city is liable for it. If this happens it will be removed and not replaced.

Lakeshore Drive revetment is completed

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The street sweeper should be returned and fully repaired in the next couple of weeks. Once returned it will be placed back in service.

This past weekend the Waterworks bathrooms were a total disaster. It is very disturbing, disgusting and disappointing. This is a constant issue; it puts a huge burden on the street department staff.

Sidewalks will be placed on the south side of Eleventh Street, work to start late summer.

Ms. Gillman advised she appreciates a pott-a-john at West End Park, since there is no running water at this park.

INCOME TAX COMMISSIONER

Not present

POLICE CHIEF

Nothing to present

FIRE CHIEF

Not present

COMMITTEE REPORTS

Finance Committee

Ms. Hovis

Not present

Safety Service & Public Works Committee

Mr. Tarolli

Next meeting will on Monday, June 15, 2026, at 6:00 pm

Economic and Community Development Committee

Mrs. Gillman

There will be a committee in the near future.

CORRESPONDENCE

May 2026 Financial Report, provided by Gabe Below, Auditor

Mrs. Gillman moved to accept the May 2026 Financial Report; seconded by Mr. Tarolli. All agreed

Port Clinton Architectural Review Board, May 14, 2026, meeting minutes

Planning Commission / Board of Zoning Appeals, April 23, 2026, meeting minutes

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

THIRD READING OF ORDINANCES AND RESOLUTIONS

None

SECOND 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

No action taken, Ordinance 18-26 will be moved to its third reading on June 23, 2026

Ordinance 19-26

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

No action taken, Ordinance 19-26 will be moved to its third reading on June 23, 2026

FIRST READING OF ORDINANCES AND RESOLUTIONS

Ordinance 20-26

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 NO FEASIBLE ALTERNATIVE (NFA) STUDY AND/OR RESULTING 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), OHIO PUBLIC WORKS COMMISSION (OPWC), 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. Nusser advised this ordinance allows City to apply for an OEPA WPCLF loan to fund the OEPA required No Feasible Alternatives Study of the sanitary collection systems and purchase of a sewer cleaning truck

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to support completion of the study. Ordinance also authorizes the SSD to enter into agreement with OEPA/OWDA to secure the loan funding.

Mr. Tarolli moved to waive the three required readings of Ordinance 20-26; seconded by Mrs. Gillman.

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

Mr. Tarolli moved to retain the emergency clause of Ordinance 20-26; seconded by Mrs. Gillman.

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

Mr. Tarolli moved to adopt Ordinance 20-26; seconded by Mrs. Gillman.

Mr. Morgan requested further explanation.

Mr. Nusser advised that it is an ordinance that authorizes the city to apply for funding sources for NFA study, sewer cleaning truck and any projects that could result from those.

Mr. Morgan inquired this is not for us to pay for, but it is for funding sources for these items.

Mr. Nusser confirmed.

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

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 June 23, 2026

Ordinance 22-26

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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 on June 23, 2026

BUSINESS FROM THE FLOOR

Mr. Morgan – Advised his band will be at “The District” this weekend from 8:00 – 11:00 pm

Mr. Robinson – Nothing to present

Mr. Tarolli – Nothing to present

Ms. Hovis – Not present

Ms. Daft – Nothing to present

Mrs. King – Playmakers Civic Theater will be presenting “Mouse Trap” June 5-7 and June 14-17.

Mrs. Gillman – A former teacher at Port Clinton High School, Greg Schaf passed away earlier this week.

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 7:53 p.m.

Sandra Chafee
Clerk of Council

Lisa Sarty
President of Council