

May 26, 2026

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

Mr. Tarolli moved to approve regular meeting minutes for May 12, 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 second reading this evening:

- Ordinance 18-26 – Will not be assigned to a committee. May go all three readings.
- Ordinance 19-26 – Will be assigned to the Finance Committee. May go all three readings.

The June 9, 2026, Council meeting will be held at the Ottawa County Family Advocacy Center, at 570 S. McKinley Street. The meeting will start at 6:00 pm.

MAYOR'S REPORT

Trivia Question: What happened in the city seventy-four years ago, tomorrow (May 27, 1952)? The city purchased old maintenance garage that is now known as The Art Garage.

Sunday, May 17, 2026, there was a structure fire in the west end of the community; Port Clinton Fire Department, Catawba Township Fire Department, Danbury Township Fire Department Erie Township Fire Department and Bay Township Fire Department all responded. Kudos to the men and women of various fire departments; no injuries. Red Cross was called for assistance for the homeowners.

This week there was a ceremony for the Safe Haven Baby Box that has been installed at the Port Clinton Fire Department. This is the 441st-baby box installed across the United States. Typically, there are two - three babies (newborn) dropped off monthly. The founder of Safe Haven Baby Boxes is Monica Kelsey, a U.S. Navy veteran, former firefighter, and medic. She established the organization in 2015 after discovering that she was abandoned as an infant, aiming to prevent illegal newborn abandonment and provide mothers with an anonymous surrender option.

Last Thursday, a dedication ceremony was held at the “The District” to announce the Tracy Colston Stage, powered by Crown Battery. Thank you to all the businesses who contribute towards the entertainment (The Brick House, McCarthy’s Restaurant & Pub, Wolfie’s Bierhaus, and Poseidon Lounge). Over 100 concerts and events will take place over the summer.

Congratulations to Nicole Kochensparger and Board of Main Street Port Clinton for the 45th annual Walleye Festival.

The Memorial Day festivities, that the VFW, Pot 2480 hosted was fantastic, great speaker, great event.

ODOT and Mark Haynes Construction have completed the revetment project along W. Lakeshore Drive.

Sunday, August 9, 2026, is Port Clinton Day at Fifth – Third Field. The Mud Hens first pitch is at 4:05 pm. You can buy tickets at 419-725-4367. Come celebrate as a community.

Brush pickup and mowing of high grass will be addressed soon.

This past weekend a sink hole developed just across from Wendy’s. Crews will be working on it this week. This is related to a water break that occurred on January 1st. Erosion developed and became apparent this past Friday.

Resumes for the Safey Service Director position is open through Wednesday, May 27, 2026, by 12:00 pm. Interviews will be conducted in June.

What is legal to drive low speed, under speed (golf cart) and modified low speed vehicles on the streets of Port Clinton? The only type of vehicle that can be driven on the street of Port Clinton is a low speed vehicle with a VIN number and a license plate by statue of City of Port Clinton. No VIN number, it cannot be driven on the city’s roads.

Ms. Shenker advised that low speed vehicles have safety features, windshields, blinkers, brakes, seat belts and VIN number all come from the factory. It is a minor misdemeanor if you are caught driving any other type of vehicle.

Mr. Robertson inquired about eBike.

Ms. Shenker advised eBikes and electric scooters are allowed on the city roads.

However, with electric scooter, those under the age of sixteen must be accompanied by a parent/guardian in direct eye sight and must wear a helmet. From the age of sixteen to eighteen you must have a helmet on. Over eighteen a helmet is not required.

An eBike a few more restrictions depending on the speed they go. However, the same rules apply for children under sixteen to eighteen and eighteen as the electronic scooter.

AUDITOR’S REPORT

Resolution 26-4 authorizes and directs the city to resume grant activities under the City of Port Clinton Urban and Community Forestry Inflation Reduction Act grant award through American Forests.

I met with American Forests last week, confirmed that dollars expended under the grant agreement shall be reimbursed in a timely manner (monthly) despite previous interruptions from the federal government described in the text of the Resolution. So, the risk of funding disruption is very low.

The balance of the grant award is over \$750,000, with no City cost share, so the work to be conducted, tree plantings in the near term and under a long-term tree management plan, downtown trees for example, would be 100% funded by the federal government. It will cost the local taxpayers zero to implement these needed improvements across the city which I discussed last week with Mr. Sass and Mr. Holman of the Tree Commission.

It would be a horrible shame to let these zero-cost grant dollars go to waste. I urge you to approve the Resolution this evening.

Mr. Morgan inquired if there is any effort to advise property owners that it isn't their tax money that is paying to install the trees along E. Third Street?

Mr. Below advised there will be an education piece for the property owners if someone wants a tree.

Mr. Tarolli inquired if funds are available to purchase equipment for the city to maintain trees.

Mr. Below advised no. Just for contractual vendors (purchase the trees and someone to plant them).

Mrs. King inquired, have we lost funding for the Infrastructure Project?

Mr. Below advised that is not true, we have not lost funding for the Infrastructure Project.

Ordinance 19-26 appropriates a further \$325,000 for fiscal year 2026.

\$100,000 pertains to another federal grant the city was awarded, 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.

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, ahead of the final grant agreement we anticipate from the Department of Transportation in the next 4 weeks or so. Council previously authorized City cost share at \$20,000.

An RFQ was issued for a consultant on this planning project, following passage of Ordinance 1-26 in January. SmithGroup out of Cleveland was selected, and the City is currently reviewing its proposed contract for services while we await the federal grant agreement. The SmithGroup contract is subject to successfully executing the federal grant agreement. So if the grant does not happen, the contract doesn't happen.

Federal grant funds must be appropriated, even though this \$100,000 comes from Washington, not the City's bank account; the City will be reimbursed at 100%. (Ord. 25-25 authorized ATIIP grant agreement.)

\$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.

Lastly, I want to express my sincere appreciation for the condolences my family received after our mom passed away on April 28.

TREASURERS REPORT

As of May 26, 2026

Transient Occupancy Tax: \$56,830.94

Watercraft Tax: \$11,550.00

STR Registration Fee: \$26,300.00

Mr. Tarolli inquired are we on track from last year.

Mr. Taylor advised that based on our expected revenue we are on track; once we get deeper the tourist season, we will know more.

LAW DIRECTOR REPORT

Recently ODNR (forestry) was onsite, and we will be amending codified ordinance, regarding trees and education on trees.

SAFETY SERVICE REPORT

On Eleventh Street, sidewalks will be installed on the south side of the street. On one property there is a tree that is in the right-of-way that needs to be removed. The property owner has the choice of removing it (at their expense) or having the project take it down. The owner has opted to have the project remove the tree. There is also another property that has bricks on the right-of-way that need to be addressed as well. The city will reach out to the property owner.

Street Department did a great job setting up downtown and assisting with the Walleye Festival.

We are closer to getting the permit from the Railroad. We have had some direct communication with them.

Teamster negotiations started last week. Scheduled to meet once again this week.

Mr. Tarolli, inquired about the splash pad.

Mr. Sass advised they waited to continue work until after the Walleye Festival. They will return to work on the project starting this week.

Mr. Morgan asked for confirmation that the sidewalks are going on the south side of Eleventh Street? That neighborhood is sixty years old, what prompted this?

Mr. Sass advised it is ODOT grant (no cost to the city or homeowners), Safe Routes to School project.

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

Nothing to report

Economic and Community Development Committee

Mrs. Gillman

Nothing to report

CORRESPONDENCE

April 2026 Financial Report, provided by Gabe Below, Auditor

Mrs. Gillman moved to accept the April 2026 Financial Report; seconded by Mr. Roberston.

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

Port Clinton Architectural Review Board, February 26, 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. Roberston. All agreed

THIRD READING OF ORDINANCES AND RESOLUTIONS

Resolution 26-4

A RESOLUTION AUTHORIZING AND DIRECTING THE DIRECTOR OF SAFETY AND SERVICE AND AUDITOR TO RESUME GRANT ACTIVITIES UNDER THE CITY OF PORT CLINTON URBAN AND COMMUNITY FORESTRY INFLATION REDUCTION ACT GRANT AWARD

Mr. Tarolli moved to adopt Resolution 26-4; seconded by Mr. Robinson.

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

SECOND READING OF ORDINANCES AND RESOLUTIONS

None

FIRST 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 second reading on June 9, 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 second reading on June 9, 2026

BUSINESS FROM THE FLOOR

Mr. Morgan — Is there a time schedule that can be shared with the community regarding the infrastructure project. It is the most popular question asked. As Ms. King stated there are rumors that we lost funding.

Mayor Snider advised we have been speaking to the railroad for twenty-eight months. This is the main hold up. Please note that 1/3 of the streets have been paved, Lakeshore Drive revetment projected is completed, sidewalks have been installed. We are waiting on the railroad to move forward with the underground infrastructure position of the project.

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Mr. Sass advised that there is not a day that goes by that he is not involved in a call / meeting regarding the infrastructure project.

Mr. Robinson – Mr. Sass do you know what is being placed on the vacant lot (E. Third Street) across from Bell Mell's? Those inquiring were concerned with increased traffic and parking.

Mr. Sass advised a four-unit short-term rental with a club house.

Ms. Chafee advised that project will have it's own parking lot.

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 – Nothing to present

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 6:43 p.m.

Sandra Chafee
Clerk of Council

Lisa Sarty
President of Council