

September 9, 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, Cathy King, Avery Robinson and Jerry Tarolli.

Ms. Phillips moved to approve regular meeting minutes for August 12, 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

Reminder there will be a public hearing on September 23, 2025, 5:30 pm, in the Linda Hartlaub Council Chambers; to review the letter of recommendation provided by the Planning Commission. The letter is in regard to the proposed text amendment to the Port Clinton Zoning Ordinance.

Under first reading this evening:

- Ordinance 24-25 can go all three readings. This has been assigned to the Environment and Public Works Committee.
- Ordinance 25-25, Administration requests that Council consider adopting at the first reading; due to being time sensitive.
- Resolution 25-6 can go all three readings. This has been assigned to the Economic & Community Development Committee.

MAYOR'S REPORT

Friday, September 5, 2025, the city official closed and now owns 201 Madison Street; the future new City Hall. An architect will be going through the building in the near future.

Main Street Port Clinton and downtown community have been working on a Special Improvement District (SID). They have polled the downtown community and the State of Ohio has authorized it. At the September 18, 2025, Main Street Port Clinton meeting a formal committee is being appointed and will comprise of seven members: five building owners, one City Council member and the Mayor of the City.

Mr. Tarolli nominated Richard Morgan as the Councilman to be a member of SID, seconded by Ms. Hovis.

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Results of a voice-roll call are as follows: Mrs. Gillman, yes; Ms. Phillips, yes; Ms. Hovis, yes; Mrs. King, yes; Mr. Robinson; yes; Mr. Tarolli, yes; and Mr. Morgan, abstain. Motion carried 6-0-1: per Mrs. Sarty

At last Friday's PC Redskins vs. Oak Harbor football game, Oak Harbor won 😞. Mayor Snider will be providing pizza to the football players and Cheerleads at Oak Harbor High School tomorrow evening. This is due to a standing bet that Mayor Snider and Mayor Babcock have each year. Unfortunately, this is Mayor Snider's fourth year in a row going west.

Brush picks up is completed for the month of September. The last brush pickup for the year will be in October.

"The District" will start coming down tomorrow, with hopes of being completed by the end of this week (weather permitting).

City Wide Fall Cleanup will be Saturday, October 18, 2025, 8:00 – 3:00 pm. You must have proof of being a city resident to participate.

At the next Council meeting on September 23, 2025, Julie Frattaroli, City Hall Water Office Manager, will be presenting a brief presentation about the new software that has been installed and how online bill pay works.

This past Saturday, Tom Maher, Marketing Education Teacher for Port Clinton High School from 1970's through the 1990's has passed away. He was an inspiration to hundreds of students.

AUDITOR'S REPORT

Under correspondence is the August Financial Report; it was reviewed with the Finance Committee last week. Please consider approving.

Ordinance 23-25, please consider adopting this evening at the third reading. The Finance Committee has reviewed and unanimously approved to recommend Council to adopt. This ordinance amends the budget for this year; due to necessary new expenditures and new revenue we anticipate.

Ordinance 24-25, Mr. Below was contacted by the US Department of Transportation; the pathway grant is going forward. Mr. Below met with all the stack holders in Sandusky along the current pathway. The pathway will continue from Huron to Oak Harbor. This will be a great recreational and economic boom for the community. This ordinance allows the city to execute a grant agreement with the Federal Highway Administration.

Ordinance 25-25, this ordinance pertains to a Splash Pad at Waterworks Park that will begin this year. A brief presentation will be presented showing what the Splash Pad will look like at the next Council meeting on September 23, 2025.

Mr. Morgan inquired why we are not going out for bids on Ordinance 25-25.

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Mr. Below advised the current vendor is on a State Schedule. Municipalities procure various items (example: police vehicles) from a State Schedule (pre-approved by the state with state pricing; accepted by the Ohio Revised Code). This is the best rate / fee below retail. The entities named in the Ordinance have that existing contract.

Funding is as follows:

- Nature Works Grant (ODNR) - \$30,000
- Park District of Ottawa County -\$45,000
- Private Community Member -\$100,000

Mr. Morgan inquired what is the City's share of the cost?

Mr. Below advised anything over \$500,000.

Resolution 25-6, Expressing support for new single-family homes within the city.

Forest Service Grant – On Monday, September 15, 2025, Mr. Below will be in Washington D.C. to attend a meeting asking questions of the fate of the grant; due to potential government shut down and determine if we can expend the grant dollars we received as much as we can.

TREASURERS REPORT

As of September 9, 2025

Bed Tax: \$231,941.46

Watercraft Dock Tax: \$21,382.50

STR Registration Fee: \$29300.00

LAW DIRECTOR REPORT

Nothing to present

SAFETY SERVICE REPORT

Not present

INCOME TAX COMMISSIONER

Not present

POLICE CHIEF

Not present

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FIRE CHIEF

Not present

COMMITTEE REPORTS

Finance Committee

Ms. Hovis

Had a committee meeting on September 3, 2025, recommend adopting Resolution 23-5 this evening.

Environment and Public Works Committee

Mr. Tarolli

A committee meeting will be held on Tuesday, September 23, 2025, at 5:30 pm.

Safety Services Committee

Ms. Phillips

Nothing to present

Economic and Community Development Committee

Mrs. Gillman

A committee meeting will be held on Tuesday, September 23, 2025, at 6:30 pm.

CORRESPONDENCE

August Financial Report, provided by Gabe Below

Mrs. Gillman moved to accept the August Financial Report, seconded by Mrs. King.

Results of the voice-roll call are as follows: Mrs. Gillman, yes; Ms. Phillips, yes; Ms. Hovis, yes; Mrs. King, yes; Mr. Morgan; yes; Mr. Robinson; yes, and Mr. Tarolli, yes. Motion carried 7-0: per Mrs. Sarty

Letter to Port Clinton City Council, from Richard & Mary Nickel, Regarding Short Term Rentals

Letter to Port Clinton City Council, from Patrick O'Keefe, Regarding Short Term Rentals

Port Clinton Architectural Review Board, July 10, 2025, meeting minutes

Planning Commission / Board of Zoning Appeals, August 14, 2025, meeting minutes

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Mrs. Gillman moved to approve correspondence as presented; seconded by Ms. Phillips. All agreed.

THIRD READING OF ORDINANCES AND RESOLUTIONS

None

SECOND READING OF ORDINANCES AND RESOLUTIONS

Ordinance 23-25

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

Ms. Hovis moved to adopt Ordinance 23-25; seconded by Mr. Tarolli.

Results of the voice-roll call are as follows: Mrs. Gillman, yes; Ms. Phillips, yes; Ms. Hovis, yes; Mrs. King, yes; Mr. Morgan; yes; Mr. Robinson; yes, and Mr. Tarolli, yes. Motion carried 7-0: per Mrs. Sarty

FIRST READING OF ORDINANCES AND RESOLUTIONS

Ordinance 24-25

AN ORDINANCE AUTHORIZING AND DIRECTING THE DIRECTOR OF SAFETY AND SERVICE AND AUDITOR TO ENTER INTO A GRANT AGREEMENT WITH THE FEDERAL HIGHWAY ADMINISTRATION ON BEHALF OF THE UNITED STATES DEPARTMENT OF TRANSPORTATION TO IMPLEMENT THE CITY OF PORT CLINTON ACTIVE TRANSPORTATION INFRASTRUCTURE IMPROVEMENT PROGRAM GRANT AWARD AND DECLARING AN EMERGENCY

No action taken. Ordinance 24-25 will be moved to its second reading on September 23, 2025.

Ordinance 25-25

AN ORDINANCE DIRECTING THE DIRECTOR OF SAFETY AND SERVICE TO AUTHORIZE SOURCEWELL TO ENTER INTO A CONTRACT WITH LANDSCAPE STRUCTURES INC., ON BEHALF OF THE CITY, WITHOUT FORMAL BIDDING AND ADVERTISING, FOR THE PURCHASE AND INSTALLATION OF THE WATERWORKS PARK COMMUNITY SPLASH PAD EQUIPMENT AND DECLARING AN EMERGENCY.

Mr. Tarolli moved to waive the three required readings of Ordinance 25-25: seconded by Ms. Hovis.

Results of the voice-roll call are as follows: Mrs. Gillman, yes; Ms. Phillips, yes; Ms. Hovis, yes; Mrs. King, yes; Mr. Morgan; yes; Mr. Robinson; yes, and Mr. Tarolli, yes. Motion carried 7-0: per Mrs. Sarty

Mr. Tarolli moved to retain the Emergency Clause of Ordinance 25-25; seconded by Ms. Hovis.

Results of the voice-roll call are as follows: Mrs. Gillman, yes; Ms. Phillips, yes; Ms. Hovis, yes; Mrs. King, yes; Mr. Morgan; yes; Mr. Robinson; yes, and Mr. Tarolli, yes. Motion carried 7-0: per Mrs. Sarty

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Mr. Tarolli moved to adopt Ordinance 25-25, seconded by Ms. Hovis.

Results of the voice-roll call are as follows: Mrs. Gillman, yes; Ms. Phillips, yes; Ms. Hovis, yes; Mrs. King, yes; Mr. Morgan, yes; Mr. Robinson, yes, and Mr. Tarolli, yes. Motion carried 7-0: per Mrs. Sarty

Resolution 25-6

A RESOLUTION EXPRESSING SUPPORT FOR CONSTRUCTION OF NEW SINGLE-FAMILY HOMES IN THE CITY OF PORT CLINTON AND PROMOTING SUCH CONSTRUCTION THROUGH ECONOMIC DEVELOPMENT INCENTIVES

No action taken. Resolution 25-6 will be moved to its third reading on September 23, 2025.

BUSINESS FROM THE FLOOR

Mr. Morgan – Nothing to present

Mr. Robinson – Nothing to present

Ms. Phillips – Nothing to present

Ms. Hovis – Nothing to present

Mr. Tarolli – There are several pieces of furniture left on the boulevard on Sixth Street.

Mrs. King – Announced that Greater Area Arts Council annual fund raiser will be held at The Art Garage on September 20, 2025, 5:30 – 9:00 pm. There is an art piece donated by Rick Dziak up for raffle.

Mrs. Gillman – Nothing to present

ANNOUNCEMENTS

None

ADJOURNMENT

With no further business to discuss, Ms. Phillips moved to adjourn; seconded by Mr. Tarolli. With all those in favor, the meeting was adjourned at 6:27 p.m.

Sandra Ostheimer
Clerk of Council

Lisa Sarty
President of Council