



**Trey Hardy**  
Councilmember

**Christine Crawford**  
Councilmember

**Joe Dike**  
Councilmember

**Sam Artino**  
Mayor

**Monty Tapp**  
Vice-Mayor

**Mark Claus**  
Councilmember

**Joel Hagy**  
Councilmember

## **CITY COUNCIL — COUNCIL WORK SESSION**

Tuesday, June 23, 2020 @ 5:30 AM

City Council Chambers

417 Main Street

Huron, Ohio 44839

**VIDEO LIVESTREAM INFORMATION** Pursuant to Resolution No. 2020-44 adopted by the Huron City Council on June 17, 2020, this regular meeting of Council will be conducted in person in Council Chambers at Huron City Hall and live-streamed on the City of Huron's YouTube channel. The public is free to access, observe and hear the discussions and deliberations of all members of City Council via the following link:

<https://www.youtube.com/channel/UCpRAV-AnmIA6IfukQzKakQg>

A public comments section is included on the meeting agenda. Public participation is protected through submission of comments and questions to the Clerk of Council by phone (419-433-5000 ext. 104) or via e-mail ([terri.welkener@huronohio.us](mailto:terri.welkener@huronohio.us)) on or before 3:00pm on the day immediately preceding the meeting of Council. Such comments or questions will be read aloud by the Clerk of Council at the meeting of the body to which it is addressed.

### **I. Call to Order**

### **II. Roll Call**

### **III. Old Business**

### **IV. New Business**

**IV.1** Substation Asset Sale

**IV.2** City Manager Search Committee Update

**IV.3** Joseph Harkelroad Event

### **V. Adjournment**



Inviting Applications for:

## **Huron City Manager**

City of Huron, Ohio

Application deadline:  
July 31, 2020

*Huron, Ohio... a great lake place!*





## Huron City Manager

The City of Huron, Ohio is seeking a progressive, forward-thinking management professional for the position of Huron City Manager. The ideal candidate will be a highly driven, innovative leader with proven successes and accomplishments at the local government level. It is the vision of Huron City Council to pursue an individual with strong economic development experience in either the public or private sectors as well as the ability to communicate well with resident stakeholders and staff. The sought after candidate should be community-oriented and strive to keep the best interest of the residents in mind when making all decisions. The optimal professional will have a collaborative style that supports transparency, innovation, and community engagement.

Established in 1809, the City of Huron has a Council-Manager form of government which combines the political leadership of seven elected officials with the managerial experience of an appointed City Manager. The City Manager is hired by the City Council and has broad responsibilities and authorities that require collaboration with that organization. The City Manager position is an excellent opportunity for an ambitious and motivated professional who desires to build on the positive momentum that has been established over the past several years.

## The Huron Community

Huron, Ohio is a growing community comprised of vibrant residents, engaged businesses, and an established tourist industry. Located within Erie County, along the picturesque southern shore of Lake Erie, Huron is a full-service community committed to enhancing its residents' quality of life. The community offers growing economic developments and superior recreational and educational opportunities. With a population over 7,000 residents, Huron has maintained a friendly, small-town atmosphere. Full-time residents praise Huron's quality of life, beautiful waterfront parks, excellent schools, as well as the plentiful amenities the City has to offer.

The Parks & Recreation Department takes great pride in offering an abundance of recreational opportunities such as fishing, boating, birding, sandy beaches, and miles of recreational trails. The department also offers a variety of community events, youth summer and sports camps, health and fitness classes, and seasonal programs to help enhance the quality of life.

The nine public parks and gathering locations offer a variety of outdoor activities, including picnicking, swimming, hiking, playgrounds, shelters, ball fields, tennis courts, and scenic views. The Huron Boat Basin and Amphitheater, the focal point of the downtown, is constantly touted as one of the best public venues for live music in the area. The area offers an abundance of natural beauty with four seasons of outdoor activities, picturesque parks, and miles of walking and biking trails, all of which are beautifully manicured and keep the community connected.

Aside from a varied and strong Parks & Recreation Department, the City provides a multitude of services that residents appreciate. Whether it is snow removal, leaf pick-up or traffic signal/sign repair, the Street Department is there to keep the streets safe and clean. The full-service water department has been upgraded and is regularly recognized by the Ohio EPA for their quality operations.



## The Huron Community (cont.)

Huron is a traditional, mostly residential community with a family-oriented atmosphere where safety is a priority. Huron Police and Fire are top notch, with exemplary emergency response times and fully-equipped staff. Both the Police and Fire Departments positively interact with residents and students throughout the year at annual events, building a sense of safety and trust with the residents.

Huron holds a standard for cherished traditions while creating a strong sense of community. Community gatherings and celebrations such as the Rotary Fine Arts & Food Truck Festival, Red, White & Blues Bang, the annual Huron River Fest, the All Classics Festival, Pumpkin Fest and Winter Fest bring the community together throughout the year. These gatherings, and many more, are often held at our beautiful parks and community spaces, once again exemplifying the natural beauty that our community possesses.

The city's location at the midpoint of Cleveland and Toledo, along the Route 2 corridor, allows businesses to conveniently access those two metropolitan markets. In addition to Route 2, Huron is only minutes away from the Ohio Turnpike. The corporate park within the city limits offers entrepreneurs affordable property and a great location to conduct business. Huron is dedicated to helping its businesses grow and thrive. With a vibrant community, easily accessible workforce, and several retention and development incentives, Huron provides the opportunity for economic prosperity.

Local development has been carefully guided by Huron's administration. A zoning program has been implemented, and groups such as the Huron Economic Development Committee and Chamber of Commerce have supported the establishment of industrial tracts. In addition, the creation of the Huron Joint Port Authority has helped to ensure that the local harbor facilities can be developed to their maximum potential. The completion of the Port Master Plan will serve as both a guideline and a marketing tool for future port development. Continuing the enhancement, preservation, and optimal development of our waterways will be important to the future of our community.

Huron's location falls within the heart of the Lake Erie Shores & Islands region. The popular tourist destinations of Cedar Point, Kelleys Island, Put-in-Bay and Kalahari Waterpark attract millions of visitors each year. Huron's small-town atmosphere, beautiful beaches, quaint parks and close proximity to the popular tourist destinations has made Huron the preferred location along the southern shore for family reunions and vacation rentals.

The opportunity to become the next Huron City Manager is both unique and rewarding. The preeminent community of Huron embraces best practices, good governance, commitment to transparency and community engagement all the while enriching the quality of life.

For more information about Huron, Ohio visit the City's website at: **[www.cityofhuron.org](http://www.cityofhuron.org)**

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## The Position of Huron City Manager

The selected person for the City Manager position will provide direction and oversight to all department heads in a manner consistent with Article IV of the Charter of the City of Huron. The City Manager performs work involving the development and administration of the City budget, policy development, risk management, labor contract negotiation, and other responsibilities customarily expected of the Chief Executive and Administrative Officer of the City. For a complete list of the *Essential Duties* and *Responsibilities* please visit: [www.cityofhuron.org](http://www.cityofhuron.org)

### Supervision Received:

The City Manager is responsible to the Council for the proper administration of all affairs of the city.

### Supervision Exercised:

The City Manager exercises supervision over all administrative and support staff and department heads.

## Experience & Education

**Minimum:** Bachelor's degree in political science, business or related field; and experience working in local government

**Preferred:** Master's degree in public administration, or related field, with emphasis in fiscal administration; and, five or more years of progressively responsible experience in supervisory capacity in local government; or, any equivalent combination of education and experience.

## Challenges and Opportunities

The Huron City Manager must be a dynamic, self-motivated professional who demonstrates confident leadership and a passion for local government. The new City Manager must be able to multi-task while building and nurturing coalitions to successfully propel Huron forward. The City of Huron is of size to maintain an appreciated familiarity and valued sense of place amongst its residents.

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## The Ideal Candidate

The ideal Huron City Manager candidate will be an individual of highest integrity and moral character. They will have an accomplished record and demonstrate a managerial progression throughout their career.

The ideal candidate should have the following knowledge, skills and abilities:

- think creatively and address the issues of local governance with an innovative spirit
- confidently communicate and facilitate discussion about complex ideas in a clear and concise manner both verbally and written to various groups of people
- negotiate and mediate to create constructive initiatives and solutions
- thorough knowledge of laws, regulations and policies in conducting public service
- thorough knowledge of principles, theories and practices of executive and administrative planning, management and control
- ability to create and maintain excellent working relationships
- organize, coordinate and prioritize programs, activities and projects
- analyze financial data, relate to budget preparations and fiscal planning
- conduct research on variety of subjects, create reports, and present findings
- thorough knowledge of modern principles, practices, methods and techniques
- plan comprehensively and accomplish assigned administrative
- effectively utilize remote delivery and video conferencing

For more information and clarification of the *Knowledge, Skills and Abilities* for the City Manager position please visit: [www.cityofhuron.org](http://www.cityofhuron.org)

## Compensation & Benefits

The current compensation for the Huron City Manager position includes an annual salary range of \$95,000 - \$140,000 with a generous benefits package. The compensation and benefit packages will be commensurate with the chosen applicant's experience.

## How to Apply

The start date for the new City Manager is expected to be within 30 days of accepting the position. Interested candidates should electronically submit a cover letter, resume and compensation expectations to:

**Terri Welkener, Clerk of Council**  
**City of Huron**  
**417 Main Street**  
**Huron, Ohio 44839**  
**[terri.welkener@huronohio.us](mailto:terri.welkener@huronohio.us) | 419.433.5000, ext. 104**

The City of Huron is an Equal Opportunity Employer and does not discriminate on the basis of race, color, sex, national origin, age, disability, religion, veteran status, or any other characteristic protected by law. Applications from members of underrepresented groups are encouraged.



## **CITY MANAGER CITY OF HURON, OHIO**

The City Council of Huron, Ohio is seeking a progressive, forward-thinking, management professional for the position of Huron City Manager. The City is a stand-alone, full-service organization providing police, fire, planning/development, water utilities, engineering/public works, and administrative services. The City Manager is the chief administrative officer and reports to a Council consisting of seven elected members. The City Manager is responsible for all administrative affairs of the City, a \$25 million overall budget, and leadership of 56 full-time employees. The City Manager appoints all administrative officers except the Clerk of Council. Qualified individuals will be expected to have

- A bachelor's degree in political science, business, or related field; a master's degree in public administration or related field is preferred
- Experience working in local government; five years or more of progressively responsible experience in a supervisory capacity in local government is preferred
- A team-oriented leadership style with knowledge of and practice in collaborative management concepts, regional coordination, thinking strategically, and using innovative practices and techniques.
- A creative, problem-solving approach with strong follow-through and well developed interpersonal, teamwork, and oral/written communication skills.

Highly qualified candidates will also have strong economic development experience in the public or private sector. Starting compensation range is \$95,000 - \$140,000, commensurate with qualifications and experience. Residency is required during tenure of office. Application packet can be obtained online at <https://www.cityofhuron.org/government/employment>. Please send resume, cover letter, application, and contact information to the attention of Terri Welkener, Clerk of Council, at City of Huron, 417 Main Street, Huron, Ohio 44839, or via e-mail: [terri.welkener@huronohio.us](mailto:terri.welkener@huronohio.us). Ph. 419-433-5000 ext. 104.

June 8, 2020

City Manager Mike Spafford & Mayor Sam Artino  
Huron City Building  
417 Main Street  
Huron, OH 44839

Dear Mr. Spafford and Mr. Artino,

This letter is to request permission to use a portion of the Showboat property located on North Main Street to organize a one-day event for the Huron Community. If approved, the event will be scheduled to take place on August 1<sup>st</sup>, 2020 with festivities beginning at 11am and ending at 11pm.

This event is at the preliminary stages of planning but will include paddle board races at the Showboat beach, the performance of 3 local bands, food trucks and a fenced off section for the sale of beer or wine.

My request includes the following:

- Use of the Showboat property gravel parking lot and the grass area directly to the right of the parking lot. (This does not include the grass area to the North of the parking lot where erosion has occurred and is currently blocked off).
- To allow the sale of beer during the event (a 1-day beer & wine license will be obtained through a 5013c).
- Road closure beginning just after the residential driveway owned by the Babson family.
- The use of Huron Police to be hired for security at the event at a fee to be determined.

If approved, liability insurance will be obtained and compliance with all Covid-19 rules will be followed as directed by the Erie County Health Department. All proceeds from the event will be donated to the City of Huron to be used specifically toward capital projects or improvements at the Showboat property.

Thank you for your consideration. Please contact me if you have any questions.

Sincerely,

Joe Harkelroad  
319 Center Street  
Huron, OH 44839  
Cell: 440-752-0606