

THE CITY OF HURON, OHIO
Proceedings of the Huron City Council
Regular Meeting Tuesday, October 26, 2021 at 6:30 p.m.

Call to Order

The Mayor called the regular meeting of the Huron City Council to order at 6:31pm on October 26, 2021 in Council Chambers at Huron City Hall. The Mayor called for a moment of silence. After the moment of silence, the Mayor led in saying the Pledge of Allegiance to the Flag.

Roll Call

The Mayor directed the Clerk to call the roll for the regular meeting of Council. The following members of Council answered present: **Christine Crawford, Monty Tapp, Sam Artino, Joe Dike, Trey Hardy and Joel Hagy**. The following Council members were absent: **Mark Claus and Trey Hardy**.

Motion by Mr. Dike to excuse Mr. Claus and Mr. Hardy from attendance at the meeting.

The Mayor asked if there was any discussion on the matter. There being none, the Mayor directed the Clerk to call the roll on the motion. Members of Council voted as follows:

YEAS: Dike, Hagy, Crawford, Tapp, Artino (5)
NAYS: None (0)

Staff participating in the meeting: City Manager Matt Lasko, Law Director Todd Schrader, City Engineer Russ Critelli, Planning and Zoning Manager Erik Engle and Clerk of Council Terri Welkener.

Approval of Minutes

Motion by Mr. Dike to approve the minutes from the joint work session of Council and the Planning Commission of August 25, 2021.

YEAS: Dike, Hagy, Crawford, Tapp, Artino (4)
ABSTAIN: Tapp (1)
NAYS: None (0)

With a majority in favor, the motion passed and the minutes were approved.

Motion by Ms. Crawford to approve the minutes from the regular Council meeting of September 28, 2021.

YEAS: Crawford, Tapp, Artino, Dike, Hagy (5)
NAYS: None (0)

With a majority in favor, the motion passed and the minutes were approved.

Motion by Mr. Tapp to approve the minutes from the regular Council meeting of October 12, 2021.

YEAS: Tapp, Artino, Dike, Hagy, Crawford (5)
NAYS: None (0)

With a majority in favor, the motion passed and the minutes were approved.

Audience Comments

The Mayor advised any audience members wishing to speak to approach the podium, state their name and address for the record, and they will have 3 minutes to address Council.

None.

Old Business

None.

New Business

Resolution 70-2021

Motion by Mr. Tapp that the three-reading rule be waived and Resolution 70-2021 (A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT ON BEHALF OF THE CITY OF HURON, OHIO, WITH THE FRATERNAL ORDER OF POLICE/OLC/SERGEANTS FOR THE CONTRACT PERIOD JANUARY 1, 2022 THROUGH DECEMBER 31, 2024) be placed upon its first reading.

The Mayor asked if there was any discussion on the motion. There being none, the Mayor directed the Clerk to call the roll on the motion. Members of the Council voted as follows:

YEAS: Tapp, Artino, Dike, Hagy, Crawford (5)

NAYS: None (0)

There being five votes or more in favor, the motion to suspend the three-reading rule passed and Resolution 70-2021 was placed upon its first reading. The Law Director read the Resolution by its title only.

Mr. Lasko said that he and Mr. Swaisgood would address both Resolutions 70-2021 and 71-2021, which are very similar. As expected, a lot of the proposed changes center around wages and healthcare revisions to the agreements. These agreements cover the years 2022 through 2024. Mr. Lasko expressed his appreciation for the process, and certainly everyone involved. It was a very cooperative and transparent process. He thanked Mr. Swaisgood, Gary Ebert, Chief Lippert and all of those involved on the sergeant and patrol officer side, and Jackie Wegman. It was a smooth process and a very fair deal was struck amongst the administration and the bargaining unit.

Mr. Swaisgood said that the parties went through and revised a lot of inconsistent language in the prior agreements. There was a lot of clarifying and revised language was added for consistency, which helps everyone to understand the contract a little better. The agreements authorize wage increases of 2% in 2022, a \$1/hr. equity adjustment for patrolmen only, a 2.25% increase in 2023, and a 2.5% increase in 2024. Other notable changes relate specifically to health benefits. The administration went through a comprehensive review of the health benefits program, and without making any major changes to the plan specifics, and asked for a increase to the employee's contribution to 5% over a 3-year period, which is much lower than the State average. This really doesn't have a major impact going forward to the employees, especially in the next year. 2022's contribution will not change for the employees, 2023 will go up to 4%, and 2024 will go up to 5%. Some of the employees will not see a change, but others will. Along with that change, there were changes to the opt-out program, specifically, payouts of single opt-out and family opt-out. There were also changes to the HRA contributions made annually, primarily for more consistency across the plans. In making those small changes this year, we already have work back from our underwriters for all three plans (medical, dental and vision) that there will be no increase in premium in 2022. Over the last 3-4, increases have averaged 5% on the employer side. Next year will be the first time in a while we won't see any

increases in our premiums. Mr. Swaisgood expressed his appreciation for the cooperation from the FOP throughout the discussions and their understanding for some of the changes we had to make.

The Mayor asked if there were any further questions or discussion on the motion. There being none, the Mayor directed the Clerk to call the roll on the final adoption of Resolution 70-2021. Members of Council voted as follows:

YEAS: Tapp, Artino, Dike, Hagy, Crawford (5)
NAYS: None (0)

There being a majority vote in favor of adoption, Resolution 70-2021 was adopted. The Resolution as adopted was signed by the Mayor and Clerk of Council and will take effect immediately.

Resolution 71-2021

Motion by Mr. Dike that the three-reading rule be waived and Resolution 71-2021 (A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT ON BEHALF OF THE CITY OF HURON, OHIO, WITH THE FRATERNAL ORDER OF POLICE/OLC/PATROL OFFICERS FOR THE CONTRACT PERIOD JANUARY 1, 2022 THROUGH DECEMBER 31, 2024) be placed upon its first reading.

The Mayor asked if there was any discussion on the motion. There being none, the Mayor directed the Clerk to call the roll on the motion. Members of the Council voted as follows:

YEAS: Dike, Hagy, Crawford, Tapp, Artino (5)
NAYS: None (0)

There being five votes or more in favor, the motion to suspend the three-reading rule passed and Resolution 71-2021 was placed upon its first reading. The Law Director read the Resolution by its title only.

Mr. Lasko said the suggested changes apply to both bargaining units, with the one exception of the \$1/hr. equity adjustment for the patrol officers, only. Mr. Swaisgood's summary applies also to this resolution.

The Mayor asked if there were any further questions or discussion on the motion. There being none, the Mayor directed the Clerk to call the roll on the final adoption of Resolution 71-2021. Members of Council voted as follows:

YEAS: Dike, Hagy, Crawford, Tapp, Artino (5)
NAYS: None (0)

There being a majority vote in favor of adoption, Resolution 71-2021 was adopted. The Resolution as adopted was signed by the Mayor and Clerk of Council and will take effect immediately.

Ordinance No. 2021-35

Motion by Ms. Crawford that the three-reading rule be suspended and Ordinance 2021-35 (AN ORDINANCE AMENDING CODIFIED ORDINANCE SECTION 305.01, TRAFFIC CONTROL MAP, AND CODIFIED ORDINANCE SECTION 305.02, TRAFFIC CONTROL FILE, REGARDING NO PARKING AT ANY TIME SIGNAGE ON THE SOUTH SIDE OF STANDARD STREET FROM MAIN STREET EAST TO HURON STREET; AND NO PARKING AT ANY TIME SIGNAGE IN THE PUBLIC RIGHT-OF-WAY ON THE SOUTH SIDE OF STANDARD STREET BETWEEN MAIN STREET AND A POINT EASTWARD ALONG STANDARD

STREET A DISTANCE OF 177 FEET, AND DECLARING AN EMERGENCY) be placed upon its first reading.

The Mayor asked if there was any discussion on the motion. There being none, the Mayor directed the Clerk to call the roll on the motion. Members of Council voted as follows:

YEAS: Crawford, Tapp, Artino, Dike, Hagy (5)
NAYS: None (0)

There being five or more votes in favor, the three-reading rule was suspended and Ordinance 2021-35 placed on its first reading. The Law Director read the Ordinance by its title only.

Motion by Ms. Crawford to place Ordinance 2021-35 as an emergency measure.

The Mayor asked if there was any discussion on the motion. There being none, he directed the Clerk to call the roll on the motion. Members of Council voted as follows:

YEAS: Crawford, Tapp, Artino, Dike, Hagy (5)
NAYS: None (0)

There being five votes or more in favor, Ordinance 2021-35 was placed as an emergency measure.

Mr. Lasko said this matter was also addressed in his last Manager's Report and at the last Council meeting. This has been a persistent issue over the years, which has continued through this year, as well, based on congestion and visibility issues. What they are looking to address through this Traffic Control Map amendment is 2 things: (1) to formalize the No Parking on Standard Street between Main Street and Huron Street (parking on the north side will still be permitted where there is room); and (2) from Main Street to a point 177' eastward, there will be no parking in the right-of-way. Mr. Hagy said that he doesn't understand the difference between the no parking on the south side of the street versus the no parking in the right-of-way for 177'. Mr. Lasko explained that there is a residential structure once you get past 177' eastward that has very little room to park in the driveway in front of the garage. For them to get one vehicle in would result in them having to be in the right-of-way. The thought was to permit that single family residence to still be in the right-of-way when they are in their driveway. There is no parking at all on the south side of the street. Mr. Dike asked if there have been any conversations with the business owner. Mr. Lasko said the administration has talked with the property owner to give them a "heads up" of what is forthcoming, and to plan for different arrangements for the vehicles that are currently parked there. They have been put on notice of the change. Both the property owner and business owner were notified. Mr. Dike asked if there was any objection. Mr. Lasko said that they are certainly aware of the City's concerns, and took note of the proposed change and stated that they would plan for it. Mr. Artino said that he understands that this being done because of safety.

The Mayor asked if there were any further questions or discussion on the motion. There being none, he directed the Clerk to call the roll on the final adoption of Ordinance 2021-35. Members of Council voted as follows:

YEAS: Crawford, Tapp, Artino, Dike, Hagy (5)
NAYS: None (0)

There being a majority vote in favor of adoption, Ordinance 2021-35 was adopted. The Ordinance as adopted was signed by the Mayor and Clerk of Council and will take effect immediately.

Ordinance No. 2021-36

Motion by Mr. Tapp that the three-reading rule be suspended and Ordinance 2021-36 (AN ORDINANCE AMENDING SECTIONS 1129.06 – DESIGN AND CONSTRUCTION STANDARDS, 1129.11 – ADMINISTRATIVE PROCEDURES, 1139.02 – BOARD OF BUILDING AND ZONING APPEALS, 1141.01 – PURPOSE, 1141.02 – DEFINITIONS, 1141.03 – RESERVED, 1141.04 – POWERS AND DUTIES OF THE PLANNING COMMISSION RELATING TO DESIGN REVIEW, 1141.05 – TRIGGERING MECHANISM FOR DESIGN REVIEW, 1141.08 – FINAL DECISION, 1141.09 – MINIMUM MAINTENANCE REQUIREMENT, 1141.10 - EXCLUSIONS, 1141.99 – PENALTY, 1313.02 – REQUIREMENTS, AND 1313.03 PROCEDURE FOR FILING AND REVIEW OF THE CITY OF HURON CODIFIED ORDINANCES AND DECLARING AN EMERGENCY) be placed upon its first reading.

The Mayor asked if there was any discussion on the motion. There being none, the Mayor directed the Clerk to call the roll on the motion. Members of Council voted as follows:

YEAS: Tapp, Artino, Dike, Hagy, Crawford (5)
NAYS: None (0)

There being five or more votes in favor, the three-reading rule was suspended and Ordinance 2021-36 placed on its first reading. The Law Director read the Ordinance by its title only.

Motion by Mr. Tapp to place Ordinance 2021-36 as an emergency measure.

The Mayor asked if there was any discussion on the motion. There being none, he directed the Clerk to call the roll on the motion. Members of Council voted as follows:

YEAS: Tapp, Artino, Dike, Hagy, Crawford (5)
NAYS: None (0)

There being five votes or more in favor, Ordinance 2021-36 was placed as an emergency measure.

Mr. Lasko deferred to Mr. Engle to provide more depth to this ordinance. This is what they hope to be the first in a two-step process where the first being what is before Council for consideration. The City currently has a Planning Commission and a Design Review Board (“DRB”). Members of the DRB are also members of the Planning Commission. They are two separate bodies, two separate meeting, two separate sets of minutes – the idea is to merge those two bodies into a single body that oversees both duties that normally go to the Planning Commission as well as those that would normally go to the DRB. This would eliminate redundancy and increase efficiency. What will take more time and additional public interaction is that there are no design review guidelines, and no set standards from which we should review applications. It will be a much longer process to develop design review guidelines. Design Review Boards are generally for certain areas of a city, and only cover certain types of projects. That is a much broader conversation with the community, but to start, we are looking to just create some efficiencies.

Mr. Engle said that want to streamline the whole development process and looking at this holistically. As the Planning Department is looking into incorporating design guidelines, combining the two boards makes the most sense. Mr. Tapp said he knows that the ordinances are getting revamped/cleaned up, and said that following the changes, we must follow them – we are not going to deviate them. Mr. Engle confirmed that, and said that we are going back to basic services plan that Council outlined in the master plan. This is going to help with efficiencies and achieve what we want with regard to design guidelines. Mr. Dike said that he

likes this first move. Mr. Artino said this should probably help our relationship with builders and homeowners and anybody affected. Mr. Engle added that this is something that was approved and recommended by the Planning Commission in their July meeting. They have been very much involved in the conversation.

The Mayor asked if there were any further questions or discussion on the motion. There being none, he directed the Clerk to call the roll on the final adoption of Ordinance 2021-36. Members of Council voted as follows:

YEAS: Tapp, Artino, Dike, Hagy, Crawford (5)

NAYS: None (0)

There being a majority vote in favor of adoption, Ordinance 2021-36 was adopted. The Ordinance as adopted was signed by the Mayor and Clerk of Council and will take effect immediately.

Ordinance No. 2021-37

Motion by Mr. Hagy that the three-reading rule be suspended and Ordinance 2021-37 (AN ORDINANCE AMENDING ORDINANCE NO. 2020-34, ADOPTED DECEMBER 8, 2020, TO PROVIDE FOR SUPPLEMENTAL APPROPRIATIONS FROM THE GENERAL FUND AND OTHER FUNDING SOURCES, AN INCREASE IN ESTIMATED RESOURCES, AND CASH TRANSFERS BETWEEN FUNDS, AND DECLARING AN EMERGENCY) be placed upon its first reading.

The Mayor asked if there was any discussion on the motion. There being none, the Mayor directed the Clerk to call the roll on the motion. Members of Council voted as follows:

YEAS: Hagy, Crawford, Tapp, Artino, Dike (5)

NAYS: None (0)

There being five or more votes in favor, the three-reading rule was suspended and Ordinance 2021-37 placed on its first reading. The Law Director read the Ordinance by its title only.

Motion by Mr. Hagy to place Ordinance 2021-37 as an emergency measure.

The Mayor asked if there was any discussion on the motion. There being none, he directed the Clerk to call the roll on the motion. Members of Council voted as follows:

YEAS: Hagy, Crawford, Tapp, Artino, Dike (5)

NAYS: None (0)

There being five votes or more in favor, Ordinance 2021-37 was placed as an emergency measure.

Mr. Lasko said that he would defer to Mr. Swaisgood. Mr. Swaisgood explained that included in the summary sheet are requests for an increase in appropriations, estimated resources and also quarterly budgeted cash transfers among funds. The increase in appropriations is related to an increase in the Parks and Recreation Fund to pay for the ice rink, which is offset by the grant funds approved by Council at a prior meeting. Also included is an increase in the Fire Levy Fund related to professional maintenance of equipment on the fire department's ladder truck, which just had some major work done this year. To offset that expense, the fire department has deferred the replacement of a truck that was budgeted this year to next year's budget. You will see that negative appropriation in Fund 403, which offsets the \$17,000 being

budgeted in the Fire Levy Fund. Also included is an increase of about \$40,000 in the Capital Improvement Fund related to the fish cleaning station design work that was previously approved by Council, as well. The increase in estimated resources, which is budgeted revenue, is specifically related to the Parks and Recreation grant for the ice rink, and also the Capital Improvement Funds reflects the \$500,000 to be received shortly from ODNR. Fortunately, we were able to receive the grant funds up-front to help fund the project. Page 2 and 3 include the final budgeted quarterly cash transfers among funds for debt-related funds, pensions, IT costs and payroll reserves.

The Mayor asked if there were any further questions or discussion on the motion. There being none, he directed the Clerk to call the roll on the final adoption of Ordinance 2021-37. Members of Council voted as follows:

YEAS: Hagy, Crawford, Tapp, Artino, Dike (5)

NAYS: None (0)

There being a majority vote in favor of adoption, Ordinance 2021-37 was adopted. The Ordinance as adopted was signed by the Mayor and Clerk of Council and will take effect immediately.

City Manager's Discussion

Mr. Lasko spoke on several topics:

- **Ardagh** – We were called into a meeting with the Ardagh team and County officials to discuss replacement of the existing wastewater pump station on Sawmill Parkway. Based on current projections of discharge from Ardagh in full operation is going to exceed the capabilities of that pump station to move the water. Therefore, a new pump station is going to be required. We met again on October 22nd to review the issue and put a plan in place to have that pump station replaced. The City doesn't deal in wastewater, so that will be an expense borne by the County and Ardagh. He wanted to acknowledge everyone getting together so quickly, particularly the County's Department of Environmental Services.
- **ConAgra** – We continue to chug along with NAI Harmon. We recently received a very rough draft of a Development Agreement, which we haven't sent to our legal counsel yet. We know there are a lot of work to do in terms of differentiation of capital costs amongst the parties, but we think we are starting to get that process rolling. We received back a draft appraisal of the site, which we are currently reviewing internally to inform us as we are in negotiations with NAI Harmon about a potential sale of that site. We continue to move forward.
- **Rye Beach TIF** – We have received final approval from the State on the Rye Beach TIF, so we are hoping to start receiving those revenues as early as the first half of 2022. He thanked Mr. Swaisgood and we also used the services of Mr. Spafford to go through the list of all of the parcels. We sent to the list to the County in the past couple of days so we can be sure that they are tracking the parcels that should be paying into that TIF, starting next year.
- **Leaf Pickup** – Our crews started leaf pickup throughout the City yesterday. This will be the first round. As a reminder, they will begin on the east end of town and head westward. Once completed, they must start over on the east end of town and again head westward. We are hoping to make 3 or 4 passes throughout the City, which is typical. We encourage people to get their leaves out on the law.
- **Route 6 Striping** – The crews were out there last week, which was great, but then the weather crept in. We anticipate that the crews will be back out there tomorrow and Thursday, in hopes of finishing up the southern side bike lanes, and then final white pavement markings throughout, as well. He thanked Mr. Engle and Mr. Critelli, who got a first draft of an instructional pamphlet drafted that we will have available to the public, whether that's people walking bike, walking, or

driving. It will be a “how to” on how to traverse the corridor. We have some fine tuning to do, but it will be helpful and instrumental as we move forward. That should be ready in the next week or two.

- **Grant Applications** – We officially got in the Maritime Assistance Grant Application to ODOT in partnership with the Huron Port Authority for a potential dredging project in the Huron River. We are hoping to hear back on that grant in the next couple of weeks. We also submitted two applications to ODNR Coastal Management Assistance Grant, which were submitted by the City. One was for additional and increased access to the beach behind the Water Plant, and also a coastal planning grant for the area between Lakefront Park and the Showboat property. We will know on November 1st if we are encouraged to provide a full application. If we are encouraged, we will approach Council for permission to make formal application to ODNR.
- **ConAgra/NASA** – The public will see watercraft and crane equipment at the ConAgra site. Last last week, we were contacted by Atlas Transportation, who is provided shipping services for NASA Plumbrook. They are transporting a handful of large pieces for NASA. We anticipate that they will be onsite for a handful of days, up to 10 days. Based on the very short notice, and with the blessing of SSEG, we entered into a License Agreement to permit them to use the ConAgra site, but to also ensure that we are covered from a liability standpoint and to ensure our costs are covered for any work involved. We will bring that License Agreement for ratification at the first meeting in November.
- **Fall Newsletter** – We are working on the Fall newsletter, which we hope to have ready for issuance to the community in mid-November. We will be wrapping up our stories over the next week or two.
- **Director of Operations** – We plan to start interviews for the Direct of Operations position, which is a slight change to the Assistant to the City Manager position that Mr. Spafford held. We made some alterations to that position, and have a good list of candidates. We will start those interviews next week and will keep Council updated as that moves forward.
- **Upcoming Meetings** – Planning Commission (Wednesday, October 27th at 5pm in Council Chambers); Finance Committee Work Session (Monday, November 1st at 4pm in Council Chambers); HJRD (Tuesday, November 2nd at 6:30pm in Council Chambers); Finance Committee Work Session (Monday, November 8th at 4pm in Council Chambers); BZA (Monday, November 8th at 6:30pm in Council Chambers).

Ms. Crawford said something came out of the Governor’s Office today that some of the water infrastructure grants were awarded, and asked if the City had heard anything. Mr. Lasko said that he also saw that just 10 minutes before the meeting. He reminded Council that the administration approached Council for permission to submit a \$5 Million grant application for a new 2 million gallon water tank. We also had a planning and design request for \$250,000. We also sent those applications to the County Engineer’s Office for ranking and scoring, resulting in the water tower ranking 2nd in the County. Those then get sent down to the State. The State announced \$93 Million of the \$250 Million, so there are still more announcements to come, but nothing for the City yet. There was around \$40,000 awarded for a project in Milan, and the City of Norwalk received \$5 Million, as well. There is still 60+% left to be announced, so we are still hopeful, but have heard nothing as of yet.

Mayor’s Discussion

Mayor Artino thanked the police sergeants and patrolmen and all involved in the negotiations. It is always great when we can work together to come to an agreement.

For the Good of the Order

- **Ms. Crawford** – Reminder to the community and everyone to send a thank you to the police services. Halloween is coming up this weekend on Sunday. There will be lots of ghouls and goblins on the streets – be safe and take care. Congratulations to Huron High School’s Cross Country Teams. They are

running strong – good luck to them as they move forward. She loves the look of the new street lights and can't wait until the old ones are down. She hopes that it happens before Christmas, as it adds some aesthetics to the main thoroughfare. Thank you to our staff and all of our services. She has heard numerous accounts from clerical and negotiation -type things to Cory and the budget , and our safety services teams. We take all of them for granted on occasion, and she wants to publicly say thank you. One of the City of Huron's strengths is our staff.

- **Mr. Tapp** – Seconded what Ms. Crawford said. Thanks to the staff. They have done a great job throughout this year. A lot of things have gone on, and they have handled with a lot of professionalism. He thanked the police officers and safety services. He is not involved in negotiations, but hears a little bit back and forth, and it seems to be great when both sides work together so well. It makes things a lot easier for everybody. He thanked Erik Engle – his plate is getting full back there and he's doing a great job, as is the entire office back there. A lot of things are coming up, and they are handling those and we really appreciate that. That's why he is here.
- **Mr. Hagy** – Expressed his condolences to the Hamer family. For those of you who didn't know, Mr. Hamer was the barber at the old barber shop on Main Street back in the late 60's – of course, he doesn't remember that far back.... His legacy lives on with his children and his grandchildren. Last week, several people brought to my attention that I was the only Council member that did not support the school levy during For the Good of the Order, so he would like to make sure that he gets that on the record. He absolutely supports the school levy and can't imagine why anyone would vote no.
- **Mr. Dike** – Awesome job to Mr. Lasko and Mr. Steinwart in their efforts relating to the ice rink. It looks like we are going to have a nice little venue out there at Fabens and he can't wait to see all of the Councilmembers on ice skates. It is turning out to be a pretty nice thing that is happening for the community. Best of luck to all of the individuals that are up for reelection next week, and he is looking forward to seeing the result of that. He agrees with everyone that there are so many awesome things happening in this community, and it comes down to everybody working together to make one thing happen, and that is to make Huron a great place. Thank you for your efforts.

Executive Session

None.

Adjournment

Motion by Mr. Dike to adjourn the meeting.

The Mayor directed the Clerk to call the roll on the motion. Members of Council voted as follows:


YEAS: Dike, Hagy, Crawford, Tapp, Artino (5)

NAYS: None (0)

There being more than a majority voting in favor of the motion, the Mayor declared the meeting of October 26, 2021 adjourned at 7:08pm.

14 DEC 2021

Adopted: _____


Terri S. Welkener, Clerk of Council

Upon approval by the City Council, the official written summary of the meeting minutes will become a permanent record, and the official minutes may also consist of a permanent video and/or audio recording, excluding executive sessions, in accordance with Section 121.01(III) of the Administrative Code.