



**William Biddlecombe** Councilmember   **Joe Dike** Councilmember   **Sam Artino** Councilmember   **Monty Tapp** Mayor   **Mark Claus** Vice-Mayor   **Matt Grieves** Councilmember   **Joel Hagy** Councilmember

**CITY COUNCIL — REGULAR COUNCIL MEETING**

Tuesday, January 24, 2023 @ 6:30 PM

City Council Chambers

417 Main Street

Huron, Ohio 44839

**LIVESTREAM MEETING INFORMATION** *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 observe and hear the discussions and deliberations of all members of City Council via the following link:*

<https://www.youtube.com/channel/UCpRAV-AnmlA6lfukQzKakQg>

**I. Public Hearing**

Public Hearing on the Application of Steven Muniak and Kelly Everman requesting a change of street name from West Street (aka West Drive) to Sail Away Drive.

**I.a** Call to Order

Moment of Silence and Pledge of Allegiance to the Flag.

**I.b** Roll Call

**I.c** Witness Testimony

**I.d** Motion to Approve/Amend/Disapprove Muniak-Everman Petition to Change the Name of West Street (aka West Drive) to Sail Away Drive.

**I.e** Adjournment

**II. Call To Order - Regular Council Meeting**

**III. Roll Call of City Council**

**IV. Approval of Minutes**

**V. Proclamation** Proclamation on the retirement of Police Chief Robert Lippert.

**VI. Audience Comments** Citizens may address their concerns to City Council. Please state your name and address for the recorded journal. (3-minute time limit)

**VII. Old Business**

**VII.a** Amended Resolution No. 116-2022 (*submitted by Cory Swaisgood*)

An amendment of Resolution 116-2022, originally adopted by Council on December 27, 2022, to correct a scrivener's error in Section 1 to reflect an effective date of January 1, 2023.

**VIII. New Business**

**VIII.a** Ordinance No. 2023-1 (first reading)

An ordinance changing the name of West Street (aka West Drive) to Sail Away Drive. and amending the Traffic Control Map and Traffic Control File accordingly.

**VIII.b** Resolution No. 3-2023 (*submitted by Stuart Hamilton*)

A resolution authorizing a Memorandum of Understanding with the Erie County Soil & Water Conservation District for provision of stormwater management plan, NPDES and MS4 Permit application to the Ohio Environmental Protection Agency for the period of one year, with two optional 1-year renewal terms.

**VIII.c** Resolution No. 4-2023 (*submitted by Matt Lasko*)

A resolution appointment Terry E. Graham, Jr. as Police Chief of the City of Huron, effective February 1, 2023.

**VIII.d** Resolution No. 5-2023

A resolution authorizing a \$5,000 donation to the Huron Police K-9 program.

**VIII.e** Ordinance No. 2023-2 (*submitted by Cory Swaisgood*)

A supplemental appropriations ordinance.

**IX. City Manager's Discussion**

**X. Mayor's Discussion**

**XI. For the Good of the Order**

**XII. Executive Session(s)**

**XII.a** Executive Session to confer with counsel regarding pending litigation

**XII.b** Executive Session to consider the purchase of real property.

**XIII. Adjournment**

City of Huron  
417 Main St.  
Huron, Ohio  
44839  
P: 419-433-5000  
F: 419-433-5120



### STREET MODIFICATION PETITION FORM

(CHANGE OF NAME, VACATING, OR NARROWING STREETS PETITION)

Date: 11/27/22

Property Owner: Kelly Steven Muniaf & Everman Address: 35 West Drive  
City, State, Zip: Huron OH 44839  
Email Address: keverman23@gmail.com

Parcel Number: 42-01120.000

Applicant: (Name & Address - if different from the property owner)

Street(s) to be modified with existing road specifications:

35 West Drive

- ☒ Change of Name  
☐ Narrowing of Street(s)  
☐ Vacation of Street(s)

Explain proposed road modification(s):

Being the only house on West Drive, we would like to propose changing the name of West Drive to Sail Away Drive, thereby becoming continuous with the current Sail Away Drive. The end result would be Sail Away Drive extending to intersect with South Street. This would also eliminate redundancy, as there is another West Dr. with a Huron mailing address east of town, in the Mitiwanga Area.

Explain the reason the street modification is being requested: See prior section

DATE 12-1-22

HONORABLE MAYOR AND COUNCIL, CITY OF HURON, OHIO:

We, the undersigned, being owners of property abutting the requested

West Drive vacation/name change/narrowing shown on the  
attached  
plat, respectfully petition your Honorable Body to vacate/change the  
name/narrow West Drive described as:

Being further described as abutting the following described LOTS (PINs) in  
the SUBDIVISION of:


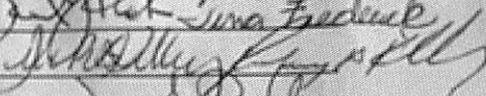
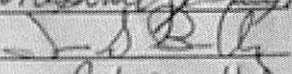
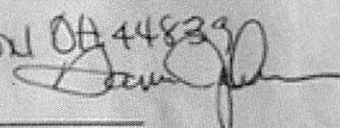
Ex: Lots XX in Grand Forest Beach Addition

Certification: By signing this petition, I (we), have confirmed that it is true and correct. I (we)  
understand that there is no guarantee of vacation. The vacation petition will be processed in  
accordance with Ohio Revised Code Section 723.04.

**Section 723.04 | Change of name, vacating, or narrowing streets on petition**

*The legislative authority of a municipal corporation, on petition by a person owning a lot in the  
municipal corporation praying that a street or alley in the immediate vicinity of such lot be  
vacated or narrowed, or the name thereof changed, upon hearing, and upon being satisfied  
that there is good cause for such change of name, vacation, or narrowing, that it will not be  
detrimental to the general interest, and that it should be made, may, by ordinance, declare  
such street or alley vacated, narrowed, or the name thereof changed. The legislative authority  
may include in one ordinance the change of name, vacation, or narrowing of more than one  
street, avenue, or alley. The original ordinance or a certified copy thereof shall be recorded in  
the official records of the county recorder.*



OWNER(S)	PROPERTY ADDRESS	SIGNATURE(S)
DAN + TINA FREDERICK	45 SAILAWAY DR	
RODNEY & KEN KILBURN	416 SAILAWAY DR	
SAM & BRADLEY	421 SAILAWAY DR	
me, Rebecca Helmkamp	407 SAILAWAY DR.	Rebecca Helmkamp
Todd Linderkamp	404 SAILAWAY DR	Cindy Linderkamp
Susan Oughlan	402 SAILAWAY DR.	Susan Oughlan
<del>DAN WILSON</del>	<del>403 SAILAWAY DR.</del>	<del>Huron OH 44839</del>
<del>Tom Pullen</del>	<del>413 SAILAWAY DR.</del>	<del>Huron OH 44839</del>
(Nick Wadsworth / Mike Pullen)		
TAMI JOHNSON	419 SAILAWAY DR. HURON OH 44839	

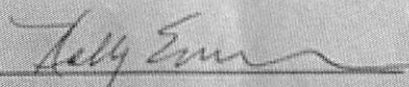
Name of Contact Person: Kelly Everman

Mailing Address Keeverman232@gmail.com

Phone No. (Home) 419-766-3174 (Business) \_\_\_\_\_

11-27-22

(date)



(Signature of Contact Person)



**TO:** Mayor Tapp and City Council  
**FROM:** Terri Welkener , Clerk of Council  
**RE:** Amended Resolution No. 116-2022 (*submitted by Cory Swaisgood*)  
**DATE:** January 24, 2023

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### **Subject Matter/Background**

This is an amendment of Resolution 116-2022 originally adopted by Council on December 27, 2022, to correct a scrivener's error in Section 1 to reflect an effective date of January 1, 2023.

This resolution authorized the City's "pick up" of 10% of the statutorily required contribution to OPERS as a fringe benefit for the City Manager's position.

### **Financial Review**

### **Legal Review**

The matter has been reviewed, follows normal administrative procedure and is properly before you.

### **Recommendation**

If Council is in agreement with the request, a motion adopting Amended Resolution No. 116-2022 is in order.

[Resolution No. 116-2022 \(AMENDED\) CM OPERS PickUp.docx](#)

## **RESOLUTION NO. 116-2022 (AMENDED)**

Introduced by Mark Claus

**AN AMENDED RESOLUTION THAT THE CITY OF HURON WILL PICK UP TEN PERCENT (10%) OF THE STATUTORILY REQUIRED CONTRIBUTION TO THE OHIO PUBLIC EMPLOYEES' RETIREMENT SYSTEM AS A FRINGE BENEFIT FOR THE CITY MANAGER OF THE CITY OF HURON PURSUANT TO INTERNAL REVENUE CODE SECTION 414(h)(2).**

**WHEREAS**, pursuant to federal and Ohio laws, the City of Huron may offset future salary increases and "pick up" (assume and pay) the contributions statutorily required by such elected officials and covered employees to the Ohio Public Employees Retirement System (OPERS) and such individuals will not be required to pay federal and state income taxes on such contributions; and

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF HURON, OHIO, THAT:**

**SECTION 1.** Effective January 1, 2023, ten percent (10%) of the statutorily required employee contributions to OPERS shall be "picked up" and paid as a fringe benefit by the City of Huron for each person within any of the classes established in Section 2 herein. The "pick up" shall be an offset against future salary increases. This "pick up" by the City of Huron shall be designated as public employee contributions and shall be in lieu of contributions to OPERS by each person within any of the classes established in Section 2 herein. No person subject to this "pick up" shall have the option of choosing to receive the statutorily required contribution to OPERS directly instead of having it "picked up" by the City of Huron or of being excluded from the "pick up". The City of Huron shall, in reporting and making remittance to OPERS, report that the public employee's contribution for each person subject to this "pick up" has been made as provided by the statute. Therefore, contributions, although designated as employee contributions, are employer-paid, and employees do not have the option to receive the contributions directly. All contributions are paid by the employer directly to the plan.

**SECTION 2.** The "pick up" by the City of Huron provided by this Resolution shall apply to the City of Huron's City Manager.

**SECTION 3.** Under the fringe benefit method of employer pick up, salary is not modified; however, the employer will pay ten percent (10%) of the employee's statutorily required contribution to OPERS. The remaining contributions will be handled in the salary reduction manner.

**SECTION 4.** The treasurer and/or the clerk are hereby authorized and directed to implement the provisions of this resolution to institute the “pick up” of ten percent (10%) the statutorily required contributions to OPERS for those persons reflected in Section 2 herein so as to enable them to have ten percent (10%) of their employee contributions paid by their employer as a fringe benefit.

**SECTION 5.** That this Council hereby finds and determines that all formal actions relative to the adoption of this Resolution were taken in an open meeting of this Council and that all deliberations of this Council and of its Committees, if any, which resulted in formal action, were taken in meetings open to the public in full compliance with applicable legal requirements, including O.R.C. §121.22.

**SECTION 6.** That this Resolution shall go into effect, and be in full force and effect, immediately upon its passage.

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Mark Claus, Vice-Mayor

ATTEST: \_\_\_\_\_  
Clerk of Council

ADOPTED: \_\_\_\_\_





**TO:** Mayor Tapp and City Council  
**FROM:** Terri Welkener , Clerk of Council  
**RE:** Ordinance No. 2023-1 (first reading)  
**DATE:** January 24, 2023

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### **Subject Matter/Background**

A Street Modification Petition Form to Change the Street Name was submitted on November 27, 2022, to the Clerk of Council by Steven Muniak and Kelly Everman, residing at 35 West Drive, Huron, Ohio, to change the name of West Drive (also known as West Street) to Sail Away Drive. Council thereafter set the matter for Public Hearing, which will be held prior to the regularly scheduled Council meeting at 6:30pm on January 24, 2023. A copy of the Petition is attached hereto as Exhibit 1.

Parcel Number: 42-01120-000

Address: 35 West Drive, Huron OH 44839

With this property being the only address on West Drive, the request to become part of Sail Away Drive makes logistical sense and is supported by Staff.

### **Financial Review**

There is no financial impact relating to adoption of this ordinance, other than purchase of replacement street signs, which expense is accounted for in the Street Department's 2023 budget.

### **Legal Review**

The matter has been reviewed, follows normal administrative procedure and is properly before you.

### **Recommendation**

If Council is in agreement with the request, a motion adopting Ordinance No. 2023-1 is in order.

[Muniak-Everman Petition \(recd 12-1-22\) Street Name Change.pdf](#)  
[Ordinance No. 2023-1 West Dr Name Change to Sail Away Drive.docx](#)  
[35 West St Image.png](#)

City of Huron  
417 Main St.  
Huron, Ohio  
44839  
P: 419-433-5000  
F: 419-433-5120



### STREET MODIFICATION PETITION FORM

(CHANGE OF NAME, VACATING, OR NARROWING STREETS PETITION)

Date: 11/27/22

Property Owner: Kelly Steven Muniaf & Everman Address: 35 West Drive  
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Email Address: keverman23@gmail.com

Parcel Number: 42-01120.000

Applicant: (Name & Address - if different from the property owner)

Street(s) to be modified with existing road specifications:

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Explain the reason the street modification is being requested: See prior section

DATE 12-1-22

HONORABLE MAYOR AND COUNCIL, CITY OF HURON, OHIO:

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Ex: Lots XX in Grand Forest Beach Addition

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understand that there is no guarantee of vacation. The vacation petition will be processed in  
accordance with Ohio Revised Code Section 723.04.

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municipal corporation praying that a street or alley in the immediate vicinity of such lot be  
vacated or narrowed, or the name thereof changed, upon hearing, and upon being satisfied  
that there is good cause for such change of name, vacation, or narrowing, that it will not be  
detrimental to the general interest, and that it should be made, may, by ordinance, declare  
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DAN + TINA FREDERICK	45 SAILAWAY DR	[Signature]
RODNEY & KATHY KILBURN	416 SAILAWAY DR	[Signature]
Sam & Bradley	421 SAILAWAY DR	[Signature]
me, Rebecca Helmkamp	407 SAILAWAY DR.	Rebecca Helmkamp
Todd & Linda Kowalski	404 SAILAWAY DR	[Signature]
Susan Oughlan	402 SAILAWAY DR.	[Signature]
<del>Dan &amp; Jo</del>	<del>403 SAILAWAY DR.</del>	<del>Huron OH 44839</del>
<del>Tom &amp; Phil</del>	<del>413 SAILAWAY DR.</del>	<del>Huron OH 44839</del>
(Nick & Wendy / Phil & Phil)		
Tami Johnson	419 SAILAWAY DR.	Huron OH 44839

Name of Contact Person: Kelly Everman

Mailing Address Keverman232@gmail.com

Phone No. (Home) 419-766-3174 (Business)

11-27-22

(date)

[Signature]

(Signature of Contact Person)

ORDINANCE NO. 2023-1  
Introduced by Mark Claus

AN ORDINANCE CHANGING THE NAME OF WEST STREET (AKA WEST DRIVE) TO SAIL AWAY DRIVE WITHIN THE CITY OF HURON, OHIO; AND AMENDING CODIFIED ORDINANCE SECTION 305.01, TRAFFIC CONTROL MAP, AND CODIFIED ORDINANCE SECTION 305.02, TRAFFIC CONTROL FILE IN ACCORDANCE WITH THIS ORDINANCE

WHEREAS, in compliance with Ohio Revised Code §723.04, a public hearing was held on January 24, 2023 on the petition of Steven Muniak and Kelly Everman requesting a change of street name from West Drive (aka West Street) to Sail Away Drive.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF HURON, OHIO:

SECTION 1. That Council has determined that there is good cause for such change of name, that it will not be detrimental to the general interest, and it is hereby declared that the name of the following named public street located within the City of Huron, Ohio, shall be changed as follows: West Street (aka West Drive) to Sail Away Drive.

SECTION 2. That the City Manager is hereby directed to record a certified copy of this Ordinance with the Recorder of Erie County, Ohio and to request the Auditor of Erie County, Ohio to change all tax maps and records to reflect such change.

SECTION 3. That pursuant to Codified Ordinance Section 305.03(b), Amendments, amendments are hereby made to Codified Ordinance 305.01, Traffic Control Map, and Codified Ordinance Section 305.02, as follows: Change of street name from West Street (aka West Drive) to Sail Away Drive.

SECTION 4. That the Service Director shall oversee the erection, removal and maintenance of only those authorized traffic control signals and devices as are necessary to regulate, warn or guide traffic in accordance with the provisions of this Ordinance.

SECTION 5. That the Division of Police shall amend the Traffic Control Map and Traffic Control File in accordance with the provisions of this Ordinance.

SECTION 3. That this Council hereby finds and determines that all formal actions relative to the adoption of this Ordinance were taken in an open meeting of the Council and that all deliberations of this Council and of its committees, if any, which resulted in formal action, were taken in meetings open to the public in full compliance with applicable legal requirements, including O.R.C. §121.22

SECTION 4. In accordance with Section 3.06 of the Charter of the City of Huron, Ohio, this Ordinance shall take effect immediately upon its adoption.

\_\_\_\_\_  
Monty Tapp, Mayor

ATTEST: \_\_\_\_\_  
Clerk of Council

ADOPTED: \_\_\_\_\_







**TO:** Mayor Tapp and City Council  
**FROM:** Stuart Hamilton , Service Director  
**RE:** Resolution No. 3-2023 (*submitted by Stuart Hamilton*)  
**DATE:** January 24, 2023

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### **Subject Matter/Background**

This is a continuation of an existing agreement with Erie County Soil & Water Conservation District to manage our National Pollutant Discharge Elimination System (NPDES) and Municipal separate storm sewer systems, or MS4s Permit application to the Ohio Environmental Protection Agency. This is a one-year agreement with two additional optional extensions. The three-year extension will take us up to the expiry of the County current permits, at which point a new five-year clock would start over. The agreement will be an annual cost of \$15,800.

Each one-year agreement would actually fall under the new City Managers authority for signature. However, staff believe that the combined options of all three years being a total of \$47,400, it was best to present this item to Council for consideration.

### **Financial Review**

The annual cost of \$15,800 will be supported by the Storm Water Fund (Fund 605). As expected, in 2022 the cost of the annual contract was cut in half after two years at approximately \$32,000 per year. The annual cost for 2023 is \$1,000 lower than 2022. The Storm Water Fund has sufficient fund balance to support this agreement at the current rate going forward.

### **Legal Review**

The matter has been reviewed, follows normal administrative procedure and is properly before you.

### **Recommendation**

If Council is in agreement with the request, a motion adopting Resolution No. 3-2023 is in order.

[Resolution No. 3-2023 Erie Soil & Water MOA.docx](#)

[Resolution No. 3-2023 Exhibit A ECSW MOA MS4 Permit.pdf](#)

[Resolution No. 3-2023 Exhibit A ECSW MOA MS4 Permit Scope of Work.pdf](#)

RESOLUTION NO. 3-2023  
Introduced by Matt Grieves

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A MEMORANDUM OF AGREEMENT WITH THE ERIE SOIL & WATER CONSERVATION DISTRICT FOR DEVELOPMENT OF A STORM WATER MANAGEMENT PLAN AND THE NPDES SMALL MS4 PERMIT APPLICATION TO THE OHIO ENVIRONMENTAL PROTECTION AGENCY IN THE AMOUNT OF FIFTEEN THOUSAND EIGHT HUNDRED AND 00/100 DOLLARS (\$15,800.00) FOR THE 2023 CALENDAR YEAR, WHICH AGREEMENT INCLUDES TWO OPTIONAL ONE-YEAR RENEWALS UNDER IDENTICAL TERMS FOR CALENDAR YEARS 2024 AND 2025.

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF HURON, OHIO:

SECTION 1. That the City Manager be, and he hereby is, authorized and directed to enter into a Memorandum of Agreement with the Erie Soil & Water Conservation District for development of a Storm Water Management Plan and the NPDES Small MS5 Permit Application to the Ohio Environmental Protection Agency in the amount of Fifteen Thousand Eight Hundred and 00/100 Dollars (\$15,800.00) for calendar year 2023, which agreement includes two optional one-year renewals under identical terms for calendar years 2024 and 2025, and shall be in substantially the form of Exhibit "A" attached hereto and made a part hereof.

SECTION 2. That this Council hereby finds and determines that all formal actions relative to the adoption of this Resolution were taken in an open meeting of this Council and that all deliberations of this Council and of its Committees, if any, which resulted in formal action, were taken in meetings open to the public in full compliance with applicable legal requirements, including O.R.C. §121.22

SECTION 3. That this Resolution shall be in full force and effect immediately upon its adoption.

\_\_\_\_\_  
Monty Tapp, Mayor

ATTEST: \_\_\_\_\_  
Terri S. Welkener, Clerk of Council

ADOPTED: \_\_\_\_\_  
\_\_\_\_\_

**Memorandum of Agreement**  
between  
Erie Soil & Water Conservation District  
and  
City of Huron, Ohio

Upon this \_\_\_\_ day of \_\_\_\_\_, 2023 this Memorandum of Agreement (Agreement) was entered into by and between the Erie Soil & Water Conservation District (District), and the City of Huron (City), Erie County.

Mandated by Congress under the Clean Water Act, the National Pollutant Discharge Elimination System (NPDES) Storm Water Program is a comprehensive two-phased national program for addressing the non-agricultural sources of stormwater discharges that adversely affect the quality of our nation's waters. The Program uses the NPDES permitting mechanism to require the implementation of six minimum controls designed to prevent harmful pollutants from being washed by stormwater runoff into local water bodies. The Phase II Final Rule, published in the Federal Register on December 8, 1999, requires NPDES permit coverage for stormwater discharges from certain regulated small municipal separate storm sewer systems (MS4s).

According to 40 CFR 122.26(b)(8), "municipal separate storm sewer means a conveyance or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, man-made channels, or storm drains):

- (i) Owned or operated by a State, city, town, borough, county, parish, district, association, or other public body (created by or pursuant to State law)...including special districts under State law such as a sewer district, flood control district or drainage district, or similar entity, or an Indian tribe or an authorized Indian tribal organization, or a designated and approved management agency under section 208 of the Clean Water Act that discharges into waters of the United States.
- (ii) Designed or used for collecting or conveying stormwater;
- (iii) Which is not a combined sewer; and
- (iv) Which is not part of a Publicly Owned Treatment Works (POTW)"

The City has identified the District as the lead agency for the Erie County NPDES Small MS4 Program. Other Erie County municipalities and townships have joined the Erie County NPDES Small MS4 Program as co-permittees. Recognizing the need for a close working relationship in carrying out the responsibilities of the NPDES Small MS4 Program for which each is charged, the City and the District enter into this Memorandum of Agreement as the foundation for a cooperative relationship. Such cooperation allows for joint effort in the solution of problems relating to stormwater management, land use permitting, and the development of the soil and water resources within the urbanized areas of Erie County.

**The District agrees to:**

1. Employ a program coordinator qualified to guide the City in implementing the NPDES Small MS4 Program, including assistance to select and implement minimum control measures to ensure compliance with Ohio EPA's NPDES Small MS4 permit requirements.
2. Implement an annual **Scope of Work** in cooperation with City staff (see Exhibit A).

3. Provide technical expertise and guidance to City for development of Stormwater Management Plan (SWMP) and the NPDES Small MS4 permit application to the Ohio Environmental Protection Agency (EPA) in compliance with EPA regulations and deadlines.
4. Collect data and reports from the City on the progress of the Small MS4 Program, compile this information, and write and submit the NPDES MS4 Annual Report to Ohio EPA in compliance with applicable regulations and deadlines.
5. Provide informational resources and technical assistance as requested to assist in satisfying the SWMP requirements and to guide proper land use decisions.
6. Keep City informed of updates to NPDES Small MS4 permit rules and regulations.
7. Report potential illicit discharges to City (if found by dry-weather screening of MS4 outfalls completed by the Erie County Health Department).

**The City agrees to:**

1. Appoint a minimum of one (1) representative and one (1) alternate to serve on the Erie County Stormwater Committee, which will guide the Erie County NPDES Small MS4 Program.
2. Provide input with developing and implementing programs that satisfy the NPDES Small MS4 permit, such as public involvement or stormwater educational campaigns.
3. Follow-up (enforcement actions in section 1315.99) on construction site Stormwater Pollution Prevention Plan (SWPPP) compliance issues documented by the District within 30 days of original notice of violation, and take the necessary actions to bring the site into compliance, i.e. stop work orders and/or the issuance of fines.
4. Follow-up within 30 days any potential illicit discharges identified by the Erie County Health Department during dry-weather screening of MS4 outfalls and take necessary enforcement actions to abate any confirmed illicit discharges (chapter 921.09).
5. Ensure the appropriate MS4 staff are trained by the District on Good Housekeeping/Pollution Prevention measures at city-owned facilities.
6. Conduct quarterly wet and dry-weather inspections and annual comprehensive inspections, complete the appropriate reports within ESRI GIS apps developed, and make necessary changes identified during these inspections to comply with Ohio EPA's Industrial Stormwater General Permit requirements.
7. Develop and enforce illicit discharge ordinances to prohibit illicit discharges
8. Provide the District with data, reports and other collected information to be used in the NPDES Small MS4 Annual Report.
9. Provide the following appropriations to the District, payable in the first quarter of each calendar year:
  - Year 2023 – \$15,800.00
  - Year 2024 – \$15,800.00
  - Year 2025 – \$15,800.00
10. Utilize best efforts to observe the principles of sound soil and water conservation, giving considerations to the need for stormwater quantity and quality, erosion and sediment control measures, and natural resource protection, and compliance with NPDES permit requirements.
11. Recognize the District has no regulatory authority to enforce NPDES rules and regulations.

**It is mutually agreed:**

1. The District and the City shall meet yearly to review and, where possible, coordinate their individual progress and activities for maximum mutual benefit and update the Annual Plan of Work (Exhibit A) as necessary.
2. The Erie County Commissioners will be the holder of the NPDES Small MS4 permit, but the City will be responsible for meeting the requirements of the NPDES Small MS4 Permit as it pertains to its operation.
3. The District prohibits discrimination in programs on the basis of race, color, national origin, sex, religion, age, disability, political beliefs, and marital or familial status.
4. This agreement is effective for the period of one (1) year beginning on the effective date above with an automatic one year renewal each year for two (2) additional years unless one or both parties terminate by written notice as outlined below.
5. This agreement may be terminated upon 30 days written notice by either party.
6. The Erie County Stormwater Committee shall meet quarterly or more often if deemed necessary by the majority of committee members.

In witness thereof, this Agreement is executed and agreed to on the day, month, and year written above.

Erie Soil & Water Conservation District

City of Huron

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

## **Small MS4 Program Annual Plan of Work for Year 2023**

### ***City of Huron***

#### **Stormwater Management Plan Updates (SWMP)**

- Meet with appropriate departments and City staff to collect data and information to be used in updating the City's SWMP to be submitted with the Annual Report in April 2023
- Submit SWMP within the allotted timeframe required by Ohio EPA upon coverage under NPDES Small MS4 Permit

#### **Stormwater Program Technical Assistance**

- Provide ongoing stormwater program technical assistance
- Prepare and attend Huron City Council Meetings to present updates to SW Program (on an as needed basis)
- Coordinate and hold Erie County Stormwater Committee Meetings quarterly

#### **Annual Reporting**

- Collect data and reportable information required for the Small MS4 Permit Annual Report (February 2023)
- Prepare and submit the MS4 Annual Report to Ohio EPA by April 1, 2023

#### **NPDES Small MS4 Annual Discharge Fee**

- Submit payment to Ohio EPA for Annual Discharge Fee

#### **Minimum Control Measure 1 & 2– Public Education & Public Involvement**

- Provide the City with SW educational materials to reach 10% of the population each year to meet the 50% minimum within the 5 year permit term
- Assist the City with planning and hosting 1 public involvement activity each year to meet the minimum permit requirements (rain barrel workshops, storm drain stenciling, volunteer litter clean-ups, native seed giveaway, etc.)

#### **Minimum Control Measure 3 – Illicit Discharge Detection and Elimination (IDDE)**

- Maintain GIS layer of all off-lot discharging HSTS
- Assist the City in developing stand-alone IDDE plan
- Continue to work with and train Street Department staff on mapping storm system in Arc GIS
- Facilitate an annual employee training to include illicit discharge detection and elimination topics to satisfy Small MS4 Permit TMDL Performance Standards



**Minimum Control Measure 4 – Active Construction SWPPP**

- Review all SWPPP plans submitted to the City; provide the City with comments (Utilize the City's existing payment structure; charged to developer)
- Provide inspections on all active construction sites until sites have reached the EPA required 70% stabilization (keep with City's existing payment structure; charged to developer)
- Keep records of all inspections for projects on file for EPA audits
- Host Clean Water Contractor Expo for local contractors annually

**Minimum Control Measure 5 – Post-Construction Stormwater Management**

- Update the GIS layer of all private & public SW systems
- Assist in developing and collecting maintenance agreements for any new SW system installed; keep record of all agreements

**Minimum Control Measure 6 – Good Housekeeping & Pollution Prevention for Municipal Operations**

- Continue to work with designated City staff to complete quarterly wet and dry facility inspections, and annual inspections at the Service Complex
- Meet with designated staff as requested to ensure adequate collection of reportable information for EPA's MS4 Annual Report is being documented (MS4 maintenance, salt and brine usage, leaf collection, street sweeping, oil recycling, etc.)
- Develop and host MS4 staff training on MCM 6 requirements; training will be for Streets Department, Water Distribution, and Parks Department employees
- Update site specific SWPPP plans developed for the Service Complex, annually

<b><i>Program Budget Breakdown</i></b>	
<b>Task Number</b>	<b>Amount</b>
<b>SWMP Updates</b>	<b><i>\$2,000</i></b>
<b>SW Technical Assistance</b>	<b><i>\$3,500</i></b>
<b>Annual Reporting</b>	<b><i>\$1,000</i></b>
<b>MCM 1</b>	<b><i>\$1,500</i></b>
<b>MCM 2</b>	<b><i>\$2,000</i></b>
<b>MCM 3</b>	<b><i>\$1,500</i></b>
<b>MCM 4</b>	<b><i>\$1,000</i></b>
<b>MCM 5</b>	<b><i>\$1,500</i></b>
<b>MCM 6</b>	<b><i>\$1,800</i></b>
<b>Total</b>	<b><i>\$15,800</i></b>



**TO:** Mayor Tapp and City Council  
**FROM:** Matthew Lasko  
**RE:** Resolution No. 4-2023 (*submitted by Matt Lasko*)  
**DATE:** January 24, 2023

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### **Subject Matter/Background**

Effective February 1, 2023, Chief Bob Lippert will be retiring from the position of Police Chief for the City of Huron. With this information, the City commenced a search for a new police chief in fall of 2022. An advisory search committee was established comprised of five (5) members that was tasked with reviewing applications and conducting initial interviews with qualified candidates. The committee interviewed seven (7) candidates from nearly twenty (20) applications. After completing these interviews in early December of 2022, the committee recommended three (3) candidates to continue on in the process. These candidates were interviewed by the administration in early January of 2023. As a result of these interviews, the administration is recommending Huron Police Department Sergeant Terry Graham to be appointed to the position of Police Chief. As a charter position, this appointment needs confirmed by Council. If approved, Terry Graham would assume the position of police chief during the evening of February 1. A salary of \$95,000 is being proposed along with similar benefits to those enjoyed by all administrative employees.

### **Financial Review**

The Chief's salary is included in the 2023 General Fund Budget and within the range of the 2023 salary ordinance approved by Council.

### **Legal Review**

The matter has been reviewed, follows normal administrative procedure and is properly before you.

### **Recommendation**

If Council is in agreement with the request, a motion adopting Resolution No. 4-2023 is in order.

[Resolution No. 4-2023 Terry Graham Appt as Police Chief.docx](#)

RESOLUTION NO. 4-2023  
Introduced by Joe Dike

A RESOLUTION APPROVING THE APPOINTMENT OF TERRY E. GRAHAM, JR. AS POLICE CHIEF OF THE CITY OF HURON, EFFECTIVE FEBRUARY 1, 2023.

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF HURON, OHIO:

SECTION 1. The Huron City Council hereby approves the appointment of Terry E. Graham, Jr. as Police Chief, effective February 1, 2023, pursuant to Article 5, Section 2 of the Huron City Charter, at an annual salary of \$95,000.00, plus benefits.

SECTION 2: That this Council hereby finds and determines that all formal actions relative to the adoption of this Resolution were taken in an open meeting of the Council and that all deliberations of this Council and of its committees, if any, which resulted in formal action, were taken in meetings open to the public in full compliance with applicable legal requirements, including O.R.C. §121.22 of the Revised Code.

SECTION 3: This Resolution shall be in full force and effect from and immediately following its adoption.

\_\_\_\_\_  
Monty Tapp, Mayor

ATTEST: \_\_\_\_\_  
Terri S. Welkener, Clerk of Council

ADOPTED: \_\_\_\_\_



**TO:** Mayor Tapp and City Council  
**FROM:** Matthew Lasko  
**RE:** Resolution No. 5-2023  
**DATE:** January 24, 2023

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### **Subject Matter/Background**

The Huron Police Department recently commenced a fundraising campaign to re-institute a K-9 unit. The approximate cost initially to implement this unit is \$30,000. The Police Department has been aggressively fundraising since late 2022 and has since secured donations or commitments for well over \$20,000 thus far. In order to show continued support to the Police Department and acknowledge their efforts to date, the City is proposing to make a \$5,000 donation towards the \$30,000 goal. This donation will be executed through an internal cash transfer from the general fund to the K-9 fund.

### **Financial Review**

This resolution will result in the City making a contribution out of the General Fund to the K-9 Unit program. If approved, ordinance 2023-2 will properly appropriate an additional \$5,000 out of the General Fund to make the contribution. The city has receipted over \$13,000 to-date for the K-9 unit.

### **Legal Review**

The matter has been reviewed, follows normal administrative procedure and is properly before you.

### **Recommendation**

If Council is in agreement with the request, a motion adopting Resolution No. 5-2023 is in order.

[Resolution No. 5-2023 Huron PD K-9 Donation \(1\).docx](#)

RESOLUTION NO. 5-2023  
Introduced by Monty Tapp

A RESOLUTION AUTHORIZING EXPENDITURE OF FUNDS IN THE FORM OF A CONTRIBUTION TO THE HURON POLICE DEPARTMENT K-9 UNIT IN THE AMOUNT OF FIVE THOUSAND AND 00/100 DOLLARS (\$5,000.00)

WHEREAS, the City of Huron Police Department's K-9 Unit was dissolved in 2000 due to budget and manpower constraints; and

WHEREAS, the Huron Police Department has determined that it would be beneficial to reinstate the K-9 Unit as part of the Police Department to provide narcotics detection and deterrence, as well as tracking and article searches; and

WHEREAS, while not being used in a law enforcement capacity, the K-9 Unit intends to be involved in and active in the community, including Boat Basin events, Fabens Park tournaments and as many other public requests to interact with the unit and Huron police officers as possible; and

WHEREAS, the Council and City administration wish to show their full support for re-establishment of the Huron Police K-9 Unit through this contribution to the Huron Police K-9 Unit.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF HURON, OHIO:

SECTION 1. That the City Manager be, and he hereby is, authorized to expend the amount of Five Thousand Dollars (\$5,000.00) in the form of a cash contribution to the Huron Police K-9 Unit.

SECTION 2. That this Council hereby finds and determines that all formal actions relative to the adoption of this Resolution were taken in an open meeting of this Council and that all deliberations of this Council and of its Committees, if any, which resulted in formal action, were taken in meetings open to the public in full compliance with applicable legal requirements, including O.R.C. §121.22

SECTION 3. That this Resolution shall be in full force and effect immediately upon its adoption.

\_\_\_\_\_  
Monty Tapp, Mayor

ATTEST:

\_\_\_\_\_  
Terri S. Welkener, Clerk of Council

ADOPTED:

\_\_\_\_\_





**TO:** Mayor Tapp and City Council  
**FROM:** Matthew Lasko  
**RE:** Ordinance No. 2023-2 (*submitted by Cory Swaisgood*)  
**DATE:** January 24, 2023

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### **Subject Matter/Background**

Ordinance 2023-2 requests the Council's authorizing for changes to the annual budget appropriations. Please refer to Exhibit "A" of the ordinance for the detailed breakdown.

### **Financial Review**

See Exhibit "A" for financial review and details of supplement appropriations.

### **Legal Review**

The matter has been reviewed, follows normal administrative procedure and is properly before you.

### **Recommendation**

If Council is in agreement with the request, a motion adopting Ordinance No. 2023-2 is in order.

[Ordinance No. 2023-2 Appropriations for K-9 Funding \(1\).docx](#)  
[2023-2 Exhibit A.pdf](#)

ORDINANCE NO. 2023-2  
Introduced by Joel Hagy

AN ORDINANCE AMENDING ORDINANCE NO. 2022-69, ADOPTED ON DECEMBER 27, 2022, TO PROVIDE FOR SUPPLEMENTAL APPROPRIATIONS FROM THE GENERAL FUND AND OTHER FUNDING SOURCES.

WHEREAS, pursuant to Ordinance No. 2022-69, adopted December 27, 2022, Huron City Council adopted the annual budget for the fiscal year ending December 31, 2023 for the operations of all City departments and offices; and

WHEREAS, Council has established various funds for the financial operation of the City, and through the current fiscal year certain funds have been determined to have insufficient funds and certain Funds have been determined to have excess funds; and

WHEREAS, it is necessary to amend the budget to reflect appropriation transfers and supplemental appropriations to accommodate the operational needs of certain City departments and offices and to assure all funds of the City are in proper balance.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF HURON, OHIO:

SECTION 1. That Exhibit "A" of Ordinance 2022-69, adopted on the 27<sup>th</sup> day of December 2022, is hereby amended to provide for supplemental appropriations, appropriation transfers, and to make cash transfers between funds as to each fund set forth in Exhibit "A" attached hereto and made a part hereof;

SECTION 2. That the Director of Finance and the City Manager are hereby authorized to expend the funds herein appropriated for the purpose of paying the operating expenses of the City for the fiscal year ending December 31, 2023, and to make the necessary entries on the accounting records of the City to reflect the appropriations and expenditures herein authorized to properly balance the various funds of the City.

SECTION 3. That it is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council and that all deliberations of this Council and any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including O.R.C. §121.22.

SECTION 4. That in accordance with Section 3.06 of the Charter of the City of Huron, appropriation ordinances shall take effect immediately; WHEREFORE, this Ordinance shall take effect immediately upon its adoption.

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Monty Tapp, Mayor

ATTEST: \_\_\_\_\_  
Clerk of Council

ADOPTED: \_\_\_\_\_

CITY OF HURON  
BUDGET APPROPRIATION ADJUSTMENTS, AND CASH TRANSFERS  
SUMMARY SHEET

Exhibit A

DATE: 1/24/2023  
ORDINANCE: 2023-2

**Appropriation Measure**

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**Reason for Appropriation Measure**

The appropriation measures below are necessary and related to the Police Department's K9 unit efforts:

1. The \$18,917 supplemental appropriation for the Police Department is for K9 unit expenses. The Police Department has received \$13,917 in donations to-date. With the City's additional \$5,000 contribution, the Police Department has \$18,917 to spend toward the K9. This appropriation measure is providing the budget for the Police Department to use the donations received to-date.
2. Appropriations are needed for the City to contribute \$5,000 to the K9 unit, which will be contributed through the General Fund.

In accordance with the Ohio Revised Code, Council must approve supplemental appropriations, budget transfers above the City's legal level of control, and cash transfers. The net overall budgetary impact is **(\$23,917)**. However, the City's contribution will net to zero in the General Fund and outside donations for the K9 unit cover the remaining budget increase.

**APPROPRIATION MEASURE**

Fund Name	Fund Number	Department/Activity	Object Level	Increase/(Decrease) Amount
GENERAL FUND	110	Police Department	OTHER EXPENSES	\$ 18,917
GENERAL FUND	110	Administration	OTHER EXPENSES	\$ 5,000

**NET IMPACT ON TOTAL APPROPRIATIONS**    \$            23,917