



William Biddlecombe	Joe Dike	Sam Artino	Monty Tapp	Mark Claus	Tom Harris	Joel Hagy
Councilmember	Councilmember	Councilmember	Mayor	Vice-Mayor	Councilmember	Councilmember

CITY COUNCIL — REGULAR COUNCIL MEETING

Tuesday, November 25, 2025 @ 6:30 PM

City Council Chambers

417 Main Street

Huron, Ohio 44839

- I. Call To Order** Moment of Silence followed by the Pledge of Allegiance to the Flag
- II. Roll Call of City Council**
- III. Approval of Minutes**
 - III.a** Minutes of the August 26, 2025 regular Council meeting.
- IV. Audience Comments** Citizens may address their concerns to City Council. Please state your name and address for the recorded journal. (3-minute time limit)
- V. Old Business**
 - V.a** Ordinance No. 2025-30 (**third and final reading**) (*submitted by Christine Gibboney*)
An ordinance amending and restating Chapter 1133.02 (Determination of Required Off-Street Parking Spaces) of Chapter 1133 (Off-Street Parking) of the Codified Ordinances of Huron, Ohio.
- VI. New Business**
 - VI.a** Ordinance No. 2025-31 (**first reading**) (*submitted by Isaac Phillips*)
An ordinance adopting the 2026 Municipal Budget.
 - VI.b** Resolution No. 67-2025 (*submitted by Stuart Hamilton*)
A resolution ordering the planting, maintaining, trimming, removing, preservation and/or replacement of trees in and along streets, alleys and public grounds abutting certain premises in the City of Huron.
 - VI.c** Resolution No. 81-2025 (*submitted by Todd Schrader*)
A resolution authorizing a legal services contract with Grossman & Kelly, LLP to prosecute, on a contingency basis, civil legal claims for negligence resulting to injuries and property damage in MDL 2873 (PFAS).
 - VI.d** Resolution No. 83-2025 (*submitted by Jack Evans*)
A resolution authorizing the City Manager to award the bid to and enter into an agreement with Bonded Chemicals Inc. for the purchase of water treatment chemicals in an amount not to exceed \$85,514.80.
 - VI.e** Resolution No. 84-2025 (*submitted by Jack Evans*)
A resolution authorizing the City Manager to award the bid to and enter into an agreement with Applied Specialties for the purchase of water treatment chemicals in an amount not to exceed \$134,640.
 - VI.f** Resolution No. 85-2025 (*submitted by Jack Evans*)
A resolution authorizing the City Manager to award the bid to and enter into an agreement with

Brenntag Great Lakes for the purchase of water treatment chemicals in an amount not to exceed \$22,770.

VI.g Resolution No. 86-2025 (*submitted by Jack Evans*)

A resolution authorizing the City Manager to award the bid to and enter into an agreement with JCI Jones Chemicals Inc. for the purchase of water treatment chemicals in an amount not to exceed \$31,544.80.

VI.h Motion

Motion to acknowledge compliance with Section 7 of Ordinance No. 2022-50, with no changes.

VII. City Manager's Discussion

VIII. Mayor's Discussion

IX. For the Good of the Order

X. Executive Session(s)

X.a Executive Session

Executive session to consider the compensation of a public employee or official.

XI. Adjournment



TO: Mayor Tapp and City Council
FROM: Terri Welkener , Clerk of Council
RE: Minutes of the August 26, 2025 regular Council meeting.
DATE: November 25, 2025



TO: Mayor Tapp and City Council
FROM: Terri Welkener , Clerk of Council
RE: Ordinance No. 2025-30 **(third and final reading)** *(submitted by Christine Gibboney)*
DATE: November 25, 2025

Subject Matter/Background

AS SUBMITTED BY CHRISTINE GIBBONEY, PLANNING & ZONING MANAGER:

Proposed amendment to Section 1133.02 of Chapter 1133 Off Street Parking and Loading Regulations to reflect the intent and application of the Section. See Staff Report attached hereto as Exhibit 1. Recommended changes to the first sentence of Section 1133.02 are as follows:

History (2014-2015)

In 2014-2015 a comprehensive zoning code analysis conducted in partnership with City Architecture produced code amendments and new code sections to support the city Master Plan. The code amendments included: Signage, Landscaping, Off-Street Parking, and creation of the Mixed-Use Overlay Districts. The amendments were vetted at the PC/DRB level and through 3 readings at the City Council level. References as to the purpose and reasoning for these amendments point to the Master Plan, creation of uniform standards, and code enforcement efforts, coordinated development within the downtown revitalized area, and establishing a requisite number of parking spaces.

There is a section of this Chapter (Section 1133.02 - first sentence) that staff believes to be intended for Commercial/Business, but as written, does not specify this, and raises questions with regard to interpretation:

CURRENT:

Off-street parking shall be provided as a condition precedent to the occupancy or use of any building, structure or land, and at any time a building, structure or use of land is enlarged, expanded, increased in capacity or use, in conformance with the following provisions.

PROPOSED:

Off-street parking shall be provided as a condition precedent to the occupancy or use of any building, structure or land, and at any time a commercial or business-related building or structure, or commercial or business-related use of land, is enlarged, expanded, increased in capacity or use, in conformance with the following provisions.

Financial Review

No Financial Impact.

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 placing Ordinance No. 2025-30 on its third and final reading

is in order.

[Ordinance No. 2025-30 Exh 1 PC Recommendation to Council Proposed Amendment 1133.02.docx](#)
[Ordinance No. 2025-30 Amend Section 1133.02 Determination of Required Off-Street Parking Spaces.docx](#)
[Ordinance No. 30-2025 Exh A.pdf](#)
[Ordinance No. 2025-30 Exh B Section 1133.02.docx](#)



TO: Mayor Tapp and Members of City Council
FROM: Christine Gibboney, Planning & Zoning Manager
RE: PC Recommendation: Section 1133.02 Off-Street Parking Amendment
DATE: October 16, 2025

October 15, 2025 - PLANNING COMMISSION RECOMMENDATION: The Planning Commission reviewed this proposed amendment at their regular meeting of October 15, 2025 and made recommendation to City Council in support of the proposed amendment as presented.

Subject/Background

Proposed amendment to Section 1133.02 of Chapter 1133 Off Street Parking and Loading Regulations to reflect the intent and application of the Section.

History (2014-2015)

In 2014-2015 a comprehensive zoning code analysis conducted in partnership with City Architecture produced code amendments and new code sections to support the city Master Plan. The code amendments included: Signage, Landscaping, Off-Street Parking, and creation of the Mixed-Use Overlay Districts. The amendments were vetted at the PC/DRB level and through 3 readings at the City Council level. References as to the purpose and reasoning for these amendments point to the Master Plan, creation of uniform standards, and code enforcement efforts, coordinated development within the downtown revitalized area, and establishing a requisite number of parking spaces.

There is a section of this Chapter that staff believes to be intended for Commercial/Business, but as written, does not specify this, and raises questions with regard to interpretation:

1133.02 DETERMINATION OF REQUIRED OFF-STREET PARKING SPACES.

Off-street parking shall be provided as a condition precedent to the occupancy or use of any building, structure or land, and at any time a building, structure or use of land is enlarged, expanded, increased in capacity or use, in conformance with the following provisions.

In computing the number of parking spaces required by this Ordinance, the following shall apply:

- (a) Where floor area is designated as the standard for determining parking space requirements, floor area shall be the sum of the net area of all the floors measured from the exterior faces of the building. Mechanical rooms, stairs, restrooms, cellars, unenclosed porches, attics not used for human occupancy are excluded from the count of total floor area.
- (b) Where seating capacity is the standard for determining parking space requirements, the capacity shall mean the number of seating units installed or indicated. When fixed seats are not indicated, the capacity shall be determined as being one (1) seat for each twenty (20) square feet of floor area of the assembly room.
- (c) Where employees are the standard for determining parking space requirements, employees shall mean the maximum number of employees on any two (2) successive shifts.
- (d) Fractional numbers shall be increased to the next whole number.
- (e) The parking spaces required for multiple uses shall be the sum of the parking required for each use considered separately. (Ord. 2015-10. Passed 8-25-15.)

Staff questioned the application to residential structures as it would seem unreasonable to require an applicant to become compliant with the off-street parking regulations when just proposing to enlarge, expand, etc. Staff researched the minutes and staff reports from the time this section was proposed and consulted with the Planning Commission Chairman Boyle who agreed the intent of 1133.02 was for Commercial/Business use and further noting that the subsection language itself (a thru e) is not referencing any residential based criteria, it is speaking to Commercial/Business.

Legal Counsel has advised, that as currently written, this section would be applicable to residential. It is important to note that staff **has not** applied this section to residential applications as research into the code raised questions related to the intent.

In order to clarify this section and avoid any misinterpretations in the future, we are recommending an amendment to Section 1133.02 which Legal has drafted:

1133.02 DETERMINATION OF REQUIRED OFF-STREET PARKING SPACES.

Off-street parking shall be provided as a condition precedent to the occupancy or use of any building, structure or land, **and at any time a commercial or business-related building or structure, or commercial or business-related** use of land is enlarged, expanded, increased in capacity or use, in conformance with the following provisions.

In computing the number of parking spaces required by this Ordinance, the following shall apply:

- (a) Where floor area is designated as the standard for determining parking space requirements, floor area shall be the sum of the net area of all the floors measured from the exterior faces of the building. Mechanical rooms, stairs, restrooms, cellars, unenclosed porches, attics not used for human occupancy are excluded from the count of total floor area.
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- (c) Where employees are the standard for determining parking space requirements, employees shall mean the maximum number of employees on any two (2) successive shifts.
- (d) Fractional numbers shall be increased to the next whole number.
- (e) The parking spaces required for multiple uses shall be the sum of the parking required for each use considered separately. (Ord. 2025- XX. Passed)

ORDINANCE NO. 2025-30

Introduced by Sam Artino

AN ORDINANCE AMENDING SECTION 1133.02 (DETERMINATION OF REQUIRED OFF-STREET PARKING SPACES) OF CHAPTER 1132 (OFF-STREET PARKING AND LOADING REGULATIONS) OF THE HURON CODIFIED ORDINANCES.

WHEREAS, this Council hereby determines the changes and amendments set forth within this Ordinance are in the best interest of the City of Huron and its citizens.

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

Section 1. That Section 1133.02 (Determination of Required Off-Street Parking Spaces) of Chapter 1132 (Off-Street Parking and Loading Regulations) of the Codified Ordinances of the City of Huron, Ohio, which currently reads (see Exhibit "A" attached hereto and made a part hereof), shall be and hereby is amended to read as follows (see Exhibit "B" attached hereto and made a part hereof).

Section 2. That a new revised and restated Section 1133.02 (Determination of Required Off-Street Parking Spaces) of Chapter 1133 (Off-Street Parking and Loading Regulations) of the Codified Ordinance of the City of Huron shall be, and hereby is, adopted and thereafter shall be in full force and effect.

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. In accordance with Section 3.06 of the Charter of the City of Huron, Ohio, this Ordinance shall take effect thirty (30) days following its adoption.

Monty Tapp, Mayor

ATTEST: _____
Clerk of Council

ADOPTED: _____

1133.02 DETERMINATION OF REQUIRED OFF-STREET PARKING SPACES.

Off-street parking shall be provided as a condition precedent to the occupancy or use of any building, structure or land, and at any time a building, structure or use of land is enlarged, expanded, increased in capacity or use, in conformance with the following provisions.

In computing the number of parking spaces required by this Ordinance, the following shall apply:

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 - (c) Where employees are the standard for determining parking space requirements, employees shall mean the maximum number of employees on any two (2) successive shifts.
 - (d) Fractional numbers shall be increased to the next whole number.
 - (e) The parking spaces required for multiple uses shall be the sum of the parking required for each use considered separately.
- (Ord. 2015-10. Passed 8-25-15.)

1133.02 DETERMINATION OF REQUIRED OFF-STREET PARKING SPACES.

Off-street parking shall be provided as a condition precedent to the occupancy or use of any building, structure or land, and at any time a commercial or business-related building or structure, or commercial or business-related use of land, is enlarged, expanded, increased in capacity or use, in conformance with the following provisions.

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(c) Where employees are the standard for determining parking space requirements, employees shall mean the maximum number of employees on any two (2) successive shifts.

(d) Fractional numbers shall be increased to the next whole number.

(e) The parking spaces required for multiple uses shall be the sum of the parking required for each use considered separately.

(Ord. 2025-30. Passed _____.)



TO: Mayor Tapp and City Council
FROM: Isaac Phillips
RE: Ordinance No. 2025-31 **(first reading)** *(submitted by Isaac Phillips)*
DATE: November 25, 2025

Subject Matter/Background

In accordance with the Municipal Charter, the FY 2026 City Manager's Recommended Budget was distributed for your review on November 21, 2025. This action follows the Annual Tax Budget and Finance Committee budget process. As required, a motion was passed at the November 12, 2025, meeting setting a date and time for the Public Hearing on the 2026 Recommended Budget and legal notice has been published. The Public Hearing will be held prior to the meeting on December 23, 2025, as required, in which Council must approve/deny/amend the budget as presented during the public hearing. The public hearing is in advance of Council's consideration of Ordinance 2025-31, which will authorize 2026 appropriations. A copy of the City Manager's Budget Narrative is attached hereto as Exhibit 1. The online budget book is included within the following link:
<https://stories.opengov.com/huronoh/published/Bb4uXP8eV>

Financial Review

A copy of the 2026 Budget Book as well as the supporting summarization presented to the Finance Committee as part of the 2026 Budget creation was distributed to Council on November 30, 2025. The Administration will present the budget during the public hearing scheduled for this meeting. This agenda item is lawfully adopting appropriations for the 2026 fiscal year. The 2026 initial appropriations are included in the attached exhibit.

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 placing Ordinance No. 2025-31 on its first reading is in order.

[Ordinance No. 2025-31 Adopt 2026 Budget and Initial Appropriations Ordinance.docx](#)
[Ordinance No. 2025-31 Exh A 2026 Initial Appropriations.pdf](#)
[City_Manager_Budget_Message_2026_Exh_B.docx](#)

ORDINANCE NO. 2025-31

Introduced by Monty Tapp

AN ORDINANCE MAKING APPROPRIATIONS FOR THE CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF HURON, OHIO DURING THE FISCAL YEAR ENDING DECEMBER 31, 2026.

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

SECTION 1. That the municipal budget heretofore prepared and submitted to the City Council by the City Manager, presented in a Public Hearing on December 23, 2025 is hereby adopted as the appropriation ordinance for the current expenses and other expenditures of the City of Huron during the fiscal year ending December 31, 2026, and there is hereby appropriated to the various funds and accounts the amounts set forth in Exhibit "A" on file in the office of the Clerk of Council, a true and correct copy of which is hereby made a part of this Ordinance as if fully set forth in the body hereof.

SECTION 2. That those sums which are expended from the above appropriations and are repaid by any other department, any firm, person or corporation shall be considered re-appropriated for such original purpose, provided the total appropriation as increased by and such repayment shall not be exceeded.

SECTION 3. The Director of Finance is hereby authorized to draw his warrants as approved by the City Manager for payments from any of the foregoing appropriations upon receiving proper certificates and vouchers therefor, duly approved; provided, however, no warrants shall be drawn or paid for salaries or wages except for persons employed by authority of, and in accordance with, law or ordinance.

SECTION 4. 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 5. That, 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: _____

INITIAL APPROPRIATIONS 2026**GENERAL FUND****110**

Police Department		
Personnel Services	\$ 1,723,516	
Other Expenses	\$ 273,500	
Department Total:		\$ 1,997,016

Police and Fire Communications		
Personnel Services	\$ -	
Other Expenses	\$ 66,960	
Department Total:		\$ 66,960

General Service		
Personnel Services	\$ 52,777	
Other Expenses	\$ 60,000	
Department Total:		\$ 112,777

Building and Inspections		
Personnel Services	\$ 226,552	
Other Expenses	\$ 123,700	
Department Total:		\$ 350,252

Information Technology		
Personnel Services	\$ -	
Other Expenses	\$ 50,100	
Department Total:		\$ 50,100

City Manager		
Personnel Services	\$ 155,677	
Other Expenses	\$ 42,000	
Department Total:		\$ 197,677

Human Resources		
Personnel Services	\$ 56,546	
Other Expenses	\$ 6,000	
Department Total:		\$ 62,546

Finance Department		
Personnel Services	\$ 101,348	
Other Expenses	\$ 29,100	
Department Total:		\$ 130,448

INITIAL APPROPRIATIONS 2026

Income Tax Department		
Personnel Services	\$ -	
Other Expenses	\$ 160,000	
Department Total:		\$ 160,000

Law Director		
Personnel Services	\$ 107,875	
Other Expenses	\$ 117,720	
Department Total:		\$ 225,595

City Council		
Personnel Services	\$ 73,930	
Other Expenses	\$ 11,000	
Department Total:		\$ 84,930

Municipal Court		
Personnel Services	\$ 244,896	
Other Expenses	\$ 18,305	
Department Total:		\$ 263,201

Public Buildings		
Personnel Services	\$ -	
Other Expenses	\$ 161,057	
Department Total:		\$ 161,057

Administrative Support		
Personnel Services	\$ 100	
Other Expenses	\$ 601,809	
Department Total:		\$ 601,909

Operating Transfers Out		
Transfers Out	\$ 1,893,955	
Advances Out	\$ -	
Department Total:		\$ 1,893,955

Total GENERAL FUND:		\$ 6,358,423
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SPECIAL WARRANTS

111

Personnel Services	\$ 1,045	
Other Expenses	\$ -	
Transfers Out	\$ -	
Total SPECIAL WARRANTS:		\$ 1,045

INITIAL APPROPRIATIONS 2026

GARBAGE, RECYCLING, YARD WASTE FUND

201

Personnel Services	\$ -	
Other Expenses	\$ 1,055,234	
Transfers Out	\$ -	
Total GARBAGE, RECYCLING, YARD WASTE FUND:		\$ 1,055,234

PROPERTY MAINTENANCE FUND

202

Personnel Services	\$ -	
Other Expenses	\$ 106,450	
Transfers Out	\$ -	
Total PROPERTY MAINTENANCE FUND:		\$ 106,450

PARKS AND RECREATION FUND

207

Personnel Services	\$ 439,049	
Other Expenses	\$ 242,929	
Transfers Out	\$ 66,500	
Total PARKS AND RECREATION FUND:		\$ 748,478

BOAT BASIN

210

Personnel Services	\$ 144,017	
Other Expenses	\$ 130,870	
Transfers Out	\$ 101,500	
Total BOAT BASIN:		\$ 376,387

HURON PARKS FOUNDATION

211

Personnel Services	\$ -	
Other Expenses	\$ 20,000	
Transfers Out	\$ -	
Total HURON PARKS FOUNDATION:		\$ 20,000

STREET MAINTENANCE FUND

212

Personnel Services	\$ 367,948	
Other Expenses	\$ 333,578	
Transfers Out	\$ 110,000	
Total STREET MAINTENANCE FUND:		\$ 811,526

INITIAL APPROPRIATIONS 2026

STATE HIGHWAY

213

Personnel Services	\$	35,921
Other Expenses	\$	1,500
Transfers Out	\$	-
Total STATE HIGHWAY:		\$ 37,421

SPECIAL FIRE LEVY

214

Personnel Services	\$	2,363,443
Other Expenses	\$	380,783
Transfers Out	\$	382,580
Total SPECIAL FIRE LEVY:		\$ 3,126,806

STREET LIGHTING

215

Personnel Services	\$	37,548
Other Expenses	\$	180,684
Transfers Out	\$	-
Total STREET LIGHTING:		\$ 218,232

COURT COMPUTER FUND

216

Personnel Services	\$	-
Other Expenses	\$	83,500
Transfers Out	\$	-
Total COURT COMPUTER FUND:		\$ 83,500

COURT CAPITAL PROJECTS

217

Personnel Services	\$	-
Other Expenses	\$	29,000
Transfers Out	\$	-
Total COURT CAPITAL PROJECTS:		\$ 29,000

INDIGENT ALCOHOL TREATMENT

218

Personnel Services	\$	-
Other Expenses	\$	1,000
Transfers Out	\$	-
Total INDIGENT ALCOHOL TREATMENT:		\$ 1,000

INITIAL APPROPRIATIONS 2026

ENFORCEMENT/EDUCATION

219

Personnel Services	\$ -	
Other Expenses	\$ 4,000	
Transfers Out	\$ -	
Total ENFORCEMENT/EDUCATION:		\$ 4,000

POLICE RESOURCE OFFICER

220

Personnel Services	\$ 88,086	
Other Expenses	\$ -	
Transfers Out	\$ -	
Total POLICE RESOURCE OFFICER:		\$ 88,086

INDIGENT DRIV INTERLOCK & ALCO

222

Personnel Services	\$ -	
Other Expenses	\$ 1,000	
Transfers Out	\$ -	
Total INDIGENT DRIV INTERLOCK & ALCO:	\$ 1,000	\$ 1,000

K9

224

Personnel Services	\$ -	
Other Expenses	\$ 3,500	
Transfers Out	\$ -	
Total K9:		\$ 3,500

MARINE PATROL GRANT

225

Personnel Services	\$ 20,201	
Other Expenses	\$ 10,237	
Transfers Out	\$ -	
Total MARINE PATROL GRANT:		\$ 30,438

ARPA FUND

227

Personnel Services	\$ -	
Other Expenses	\$ -	
Transfers Out	\$ -	
Total ARPA FUND:		\$ -

INITIAL APPROPRIATIONS 2026

MANDATORY TRUST FINE

270

Personnel Services	\$	-
Other Expenses	\$	-
Transfers Out	\$	-
Total MANDATORY TRUST FINE:		\$ -

CONTRABAND FORFEITURE

271

Personnel Services	\$	-
Other Expenses	\$	3,000
Transfers Out	\$	-
Total CONTRABAND FORFEITURE:		\$ 3,000

PROBATION FUND

272

Personnel Services	\$	40,136
Other Expenses	\$	1,500
Transfers Out	\$	-
Total PROBATION FUND:		\$ 41,636

FIRE PENSION FUND

274

Personnel Services	\$	353,344
Other Expenses	\$	871
Transfers Out	\$	-
Total FIRE PENSION FUND:		\$ 354,215

POLICE PENSION FUND

275

Personnel Services	\$	278,100
Other Expenses	\$	1,220
Transfers Out	\$	-
Total POLICE PENSION FUND:		\$ 279,320

ECONOMIC DEVELOPMENT FUND

277

Personnel Services	\$	-
Other Expenses	\$	14,000
Transfers Out	\$	-
Total ECONOMIC DEVELOPMENT FUND:		\$ 14,000

INITIAL APPROPRIATIONS 2026**EMPLOYEE BENEFIT RESERVE FUND****298**

Personnel Services	\$	221,180
Other Expenses	\$	-
Transfers Out	\$	-
Total EMPLOYEE BENEFIT RESERVE FUND:		\$ 221,180

EMPLOYEE BENEFIT RESERVE - WATER**299**

Personnel Services	\$	20,230
Other Expenses	\$	-
Transfers Out	\$	-
Total EMPLOYEE BENEFIT RESERVE - WATER:		\$ 20,230

G.O. BOND RETIREMENT**301**

Personnel Services	\$	-
Other Expenses	\$	1,061,955
Transfers Out	\$	-
Total G.O. BOND RETIREMENT:		\$ 1,061,955

CAPITAL IMPROVEMENT**401**

Personnel Services	\$	-
Other Expenses	\$	13,220,648
Transfers Out	\$	-
Total CAPITAL IMPROVEMENT:		\$ 13,220,648

CAPITAL EQUIPMENT RESERVE & REPLACEMENT**403**

Personnel Services	\$	-
Other Expenses	\$	321,154
Transfers Out	\$	-
Total CAPITAL EQUIPMENT RESERVE & REPLACEMENT:		\$ 321,154

RYE BEACH TIF**420**

Personnel Services	\$	-
Other Expenses	\$	265
Transfers Out	\$	-
Total RYE BEACH TIF:		\$ 265

INITIAL APPROPRIATIONS 2026

SAWMILL CREEK IMPROVEMENT TIF

421

Personnel Services	\$ -	
Other Expenses	\$ 165,823	
Transfers Out	\$ -	
Total SAWMILL CREEK IMPROVEMENT TIF:	\$ 165,823	\$ 165,823

SAWMILL CREEK PUBLIC INFRASTRUCTURE TIF

422

Personnel Services	\$ -	
Other Expenses	\$ 235,650	
Transfers Out	\$ -	
Total SAWMILL CREEK PUBLIC INFRASTRUCTURE TIF:		\$ 235,650

CONAGRA TIF FUND

423

Personnel Services	\$ -	
Other Expenses	\$ 187,500	
Transfers Out	\$ -	
Total CONAGRA TIF FUND:		\$ 187,500

WATER BOND RETIREMENT

602

Personnel Services	\$ -	
Other Expenses	\$ 413,595	
Transfers Out	\$ -	
Total WATER BOND RETIREMENT:		\$ 413,595

WATER CAPITAL PROJECTS

603

Personnel Services	\$ -	
Other Expenses	\$ 10,705,000	
Transfers Out	\$ -	
Total WATER CAPITAL PROJECTS:		\$ 10,705,000

WATER FUND

604

Personnel Services	\$ 1,683,890	
Other Expenses	\$ 1,071,641	
Transfers Out	\$ 402,000	
Total WATER FUND:		\$ 3,157,531

INITIAL APPROPRIATIONS 2026

STORM WATER FUND

605

Personnel Services	\$ 55,953	
Other Expenses	\$ 63,000	
Transfers Out	\$ -	
Total STORM WATER FUND:		\$ 118,953

ELECTRIC DEBT RETIREMENT FUND

652

Personnel Services	\$ -	
Other Expenses	\$ 320,688	
Transfers Out	\$ -	
Total ELECTRIC DEBT RETIREMENT FUND:		\$ 320,688

ELECTRIC CAPITAL FUND

653

Personnel Services	\$ -	
Other Expenses	\$ 1,400,000	
Transfers Out	\$ -	
Total ELECTRIC CAPITAL FUND:		\$ 1,400,000

ELECTRIC FUND

654

Personnel Services	\$ 233,820	
Other Expenses	\$ 5,706,068	
Transfers Out	\$ 376,000	
Total ELECTRIC FUND:		\$ 6,315,888

COMMUNITY INFRASTRUCTURE FEE FUND

655

Personnel Services	\$ -	
Other Expenses	\$ 17,450	
Transfers Out	\$ -	
Total COMMUNITY INFRASTRUCTURE FEE FUND:		\$ 17,450

COMPUTER REPAIR & MAINTENANCE

701

Personnel Services	\$ -	
Other Expenses	\$ 75,000	
Transfers Out	\$ -	
Total COMPUTER REPAIR & MAINTENANCE:		\$ 75,000

INITIAL APPROPRIATIONS 2026

HEALTHCARE

703

Personnel Services	\$ 1,602,427	
Other Expenses	\$ 1,226	
Transfers Out	\$ -	
Total HEALTHCARE:		\$ 1,603,653

DEVELOPER DEPOSITS FUND

850

Personnel Services	\$ -	
Other Expenses	\$ 20,000	
Transfers Out	\$ -	
Total DEVELOPER DEPOSITS FUND:		\$ 20,000

HURON JOINT RECREATION DISTRICT

860

Personnel Services	\$ -	
Other Expenses	\$ 480,413	
Transfers Out	\$ -	
Total HURON JOINT RECREATION DISTRICT:		\$ 480,413

STATE PATROL

863

Personnel Services	\$ -	
Other Expenses	\$ 7,500	
Transfers Out	\$ -	
Total STATE PATROL:		\$ 7,500

DAMAGED STRUCTURE FUND

870

Personnel Services	\$ -	
Other Expenses	\$ 21,348	
Transfers Out	\$ -	
Total DAMAGED STRUCTURE FUND:		\$ 21,348

HURON RESCUE SQUAD

876

Personnel Services	\$ -	
Other Expenses	\$ 20,500	
Transfers Out	\$ -	
Total HURON RESCUE SQUAD:		\$ 20,500

INITIAL APPROPRIATIONS 2026

UNCLAIMED FUNDS		899	
Personnel Services	\$	-	
Other Expenses	\$	-	
Transfers Out	\$	-	
Total UNCLAIMED FUNDS:	\$	-	\$ -
GRAND TOTAL			\$ 53,904,621

INITIAL APPROPRIATIONS 2026

There shall be, and there are hereby, monies transferred from various funds in the amounts not to exceed those stated below:

Transfer Amount:	Transfer From:	Transfer To:
\$ 100,000	Fund 110 - General Fund	Fund 212 - Street Maint. Fund
\$ 200,000	Fund 110 - General Fund	Fund 214 - Fire Levy Fund
\$ 16,000	Fund 110 - General Fund	Fund 225 - Marine Patrol Fund
\$ 80,000	Fund 110 - General Fund	Fund 275 - Police Pension Fund
\$ 131,000	Fund 110 - General Fund	Fund 298 - Employee Benefit Fund
\$ 1,021,955	Fund 110 - General Fund	Fund 301 - Debt Service Fund
\$ 200,000	Fund 110 - General Fund	Fund 401 - Capital Improvement Fund
\$ 100,000	Fund 110 - General Fund	Fund 403 - Capital Equipment Fund
\$ 45,000	Fund 110 - General Fund	Fund 701 - Information Tech. Fund
\$ 1,500	Fund 207 - Parks and Rec Fund	Fund 298 - Employee Benefit Fund
\$ 65,000	Fund 207 - Parks and Rec Fund	Fund 403 - Capital Equipment Fund
\$ 1,500	Fund 210 - Boat Basin Fund	Fund 298 - Employee Benefit Fund
\$ 100,000	Fund 210 - Boat Basin Fund	Fund 401 - Capital Improvement Fund
\$ 10,000	Fund 212 - Street Maint. Fund	Fund 298 - Employee Benefit Fund
\$ 100,000	Fund 212 - Street Maint. Fund	Fund 403 - Capital Equipment Fund
\$ 294,580	Fund 214 - Fire Levy Fund	Fund 274 - Fire Pension Fund
\$ 20,000	Fund 214 - Fire Levy Fund	Fund 298 - Employee Benefit Fund
\$ 65,000	Fund 214 - Fire Levy Fund	Fund 403 - Capital Equipment Fund
\$ 3,000	Fund 214 - Fire Levy Fund	Fund 701 - Information Tech. Fund
\$ 20,000	Fund 604 - Water Fund	Fund 299 - Water Employee Benefit Fund
\$ 332,000	Fund 604 - Water Fund	Fund 602 - Water Debt Service Fund
\$ 50,000	Fund 604 - Water Fund	Fund 603 - Water Capital Fund
\$ 376,000	Fund 654 - Electric Fund	Fund 652 - Electric Debt Service Fund
\$ 3,332,535	(GF total = \$1,893,955)	

There shall be, and there are hereby, monies advanced from various funds in the amounts not to exceed those stated below:

Advance Amount:	Advance From:	Advance To:
\$ -		
\$ -		



To: Huron City Council
Cc: Finance Committee, Department Heads
From: Stuart Hamilton, City Manager
Re: Recommended FY 2026 Budget
Date: November 17, 2025

In accordance with Section 6.05 of the Huron City Charter it is my pleasure to present to you the City Manager's Recommended FY 2026 Budget. The 2026 budget document aims to blend realistic revenue and expense projections for next year in a manner that seeks to provide a high level of services to our residents, businesses, and property owners while also realizing increasing costs are putting stresses on the budget availability. The 2026 budget, coupled with the Capital Improvement Plan and the updated Vision 2020 Action Plan, also serves to make recommended capital investments throughout the City.

This 2026 budget was presented through an online interactive platform, called OpenGov¹, intended to provide the reader with multiple levels of information including: a user guide, defined city policies, the budget process, fund breakdown, debt obligations, capital equipment summary, and capital improvement plan (CIP). While establishing a plan for 2026, this budget additionally forecasts the impact of its adoption through 2035. With this being said, an emphasis was put on balancing the budget over the five (5) year forecast. Detailed plans have been analyzed and included for all City operations on an annual basis for 2026 through 2035. Inflationary cost and revenue adjustments have been made for all departmental activities as well as inclusion of capital investment expenses over the next ten (10) years. Council went through a master plan update (included in the budget book), termed the Vision 2020 Action Plan in 2021. The CIP references various initiatives that were prioritized in the master plan to be undertaken in the next 3-5 years. We also incorporated a new column in the CIP. The CIP now labels each project as "new" or "maintenance". "New" meaning the project is more of an addition or a wish list item and "maintenance" is more of a necessity in the sense that the City already owns a project or facility that must be maintained.

The City's adopted General Fund Balance reserve policy is reflected on an annual basis through 2035. The policy requires a minimum available surplus of 15% (a maximum of 25%) of operating expenditure. Based on year-to-date activity, the City's General Fund is expected to fall within the 15% to 25% range. The General Fund is expecting to maintain a 15%+ reserve or higher through 2032. The City historically has made year end transfers from the general fund to the Capital and payroll stabilization funds (for example) and the administration is still determining if these similar transfers can be made at year end. This reserve has a direct impact to the City's Bond Rating and spending plans and is trending in a positive direction. The City received an upgraded rating upgrade to AA2 which is the highest in the City's history.

Fiscal controls have been put into place to both protect the fiscal solvency of the City and ensure our employees and community at large are insulated from as much as harm from unexpected events as possible. Based on those measures and in combination with various aid programs and economic development activities, the City has improved its annual fiscal position while also ensuring stability. A great deal of this financial activity and benefit has been rooted in economic development projects - years in planning - that are beginning to positively impact the City's budget – and therefore operations. The City will continue to monitor these projects and related revenue streams to determine how and when

¹ [Online Budget Book Link](#)

additional investments can be recommended and planned for – while simultaneously exploring additional economic development projects that will benefit the community and enhance quality of life for all.

The FY 2026 Budget provides an opportunity to continue that dialogue and exploration with the ultimate goal of strong and reliable service delivery. As resources remain above the minimum General Fund reserve, the City has to balance additional investments in areas such as parks and recreation, economic and community development, fleet and facilities, and infrastructure verses balancing restricting spending to ensure that as our operating costs continue to exceed our increase in revenue, that enough is held in reserve to ensure a balanced budget. Additional investments with General Fund reserves are becoming increasingly necessary for operational needs in areas that are traditionally supported by other taxes and contributions. The City's General Fund subsidized nearly \$600,000 of operations for the Parks and Recreation Department, Fire Department and Street Department in 2025. Additionally, with the failed income tax levy, the City has an even greater sense of urgency to either search for alternative revenue streams such as income tax or departmentally focused levies, or must develop a plan to eliminate or defer capital projects and capital equipment purchases. During this years budget we started to remove non - essential purchases and shelved capital projects, which you will see noted on each department's story page. This was essential to balance the budget over the short term (five years). As shown in each department's budget summary¹, continuous increases to departmental operations is not a sustainable practice. The 2026 budget book was recommended to Council by the Finance Committee with a request to continue to investigate options to increase revenues in an attempt to avoid service cuts. One option is to take an additional 1.5 MIL Fire levy to the voters in May of 2026, and another is to increase the stormwater fee charged to residents. The threat to our traditional revenue streams (income tax and property tax) from the County and State are very real and all resources must utilized to challenge these pieces of legislation.

Financial Performance – A Review 2025

General Fund Performance: Staff has projected that we will end FY 2025 with over \$1.5 million in unencumbered fund balance, a factor of 25%. Budgeting conservatively for the next ten years, the General Fund is expected to maintain a 15% or higher fund balance reserve. However, potential debt liabilities for planned capital projects, along with increased subsidies to departmental operations without additional revenue sources such as grants, low-interest loans, or increased income taxes will lower the General Fund reserve balance under 15% by 2032.

Revenues: The City's major revenue sources, such as income taxes and utility charges, have seen inflationary increases over the past few years. However, in 2025, the City's income tax is trending 10% higher than in 2024 (equating to approximately \$400,000). City property taxes and state taxes (e.g., gas tax) have remained consistent over the last 3 years, resulting in additional General Fund subsidies to various operational funds such as the Street Maintenance Fund and Parks and Recreation Fund. Property taxes were expected to increase significantly due to the tri-annual property re-evaluations, but with the County's action to roll back some of this funding the City's property tax revenue is estimated to decrease by \$37,000 in 2026. The City had budgeted conservatively, not counting on a property tax revenue increase, so overcoming this challenge is manageable.

The main source of revenue within the General Fund is the collection of an income tax on all withholdings and corporate net profits. Staff are forecasting a 0% increase in income tax collections for 2026 due to the increased performance of 2025 collections compared to 2024 (10% increase thought Oct 2025).The City will need to monitor income collections closely in 2026, as the last 3 years have

proven volatile and varied greatly from our previous projections.

Staff conservatively budgeted increases for all other revenue sources at 1-2% unless historical trends show consistency in annual revenue.

New initiatives/Revenue in 2025/2026: Two years ago, the City's Utilities Committee, Finance Committee and Council approved the first water rate increase in fifteen (15) years. Starting in 2023, water rates increased 5% annually for ten (10) consecutive years. These rates will be studied tri-annually to determine if additional measures (in the form of increases or decreases) are warranted, with a rate study undertaken this year. The result of this study was to keep the proposed increases in place as the water fund continues to run slightly lower each year. The rate increase is critical for ensuring the City's ability to maintain water security for our customers as well as to undertake a series of major capital projects to ensure the long-term viability of our system. These projects include, but are not limited to, creation of a secondary water intake on the Huron River, South Main Street watermain replacement, which was completed in 2025, various water line replacements, and construction of a new 2-million gallon elevated water tank on the west side of town. The City did receive a \$5 million grant from the State of Ohio to help construct a new elevated water tank and managed to secure a 0% loan for the remaining balance from the EPA to help reduce local costs.

Huron Public Power had a rate increase approved in September 2025. After a rate study and internal review, this increase was kept as low as possible, designed to cover debt incurred this year for the addition of the third transformer and expansion efforts while also building an operating reserve to protect the utility from unforeseen expenses for financial shocks.

Finally, the City began work on various capital projects throughout the City. The South Main Street Corridor Streetscape is expected to begin construction in 2026 – as detailed design and engineering is ongoing. The City has been awarded over \$630,000 in grants from various agencies, including ARPA funds, to subsidize design and construction costs. The City is also getting ready to start the bidding process for Route 6 – Phase II, of which the City managed to get awarded over \$1M of the costs, the 2.0M gallon elevated water tower project is underway and the secondary intake project is in final design – the latter two projects are to be paid out of the water fund and low interest loans or grants and do not impact the general fund or our direct debt limits.

Budget 2026

The 2026 budget was built with a mindset of caution, especially with the uncertainty of current economic inflationary trends and the volatility of healthcare premiums. The City is ending 2025 in a positive financial position to implement the 2026 budget, however, a great deal of work will be needed to investigate long-term sustainability of operations and capital projects due to the above-mentioned inflationary pressures. In 2025, income tax is actually projected to be higher than the previous year, which is promising. Continued revenue shortfalls in other operational funds and rising healthcare costs requiring more subsidy from the General Fund finishing out 2025 and 2026. Items of note in the 2026 budget include:

Property Tax Revenue: Real property valuations significantly increased in 2025. General Fund property tax revenue increased 18% in 2025 compared to 2024. This largely increased due to the real estate reevaluation process at the county level. Based upon current estimates provided by the county, General Fund property tax revenue is estimated to total \$465K in 2026, an 11% increase from 2025. This amount

is an estimate after the amendment made by the county to reduce the amounts collected on rollbacks and homestead exemptions. Property tax revenue for the Fire Levy Fund is expected to remain generally the same.

Income Tax Revenue: Staff conservatively forecasted this vitally important revenue stream for 2026, the City is not budgeting for an increase in income tax revenue due to the 10% increase seen in 2025. This measure is keeping income tax revenue projections at \$4.4 Million for 2026. Staff will monitor income tax revenue carefully to determine if budgetary amendments are needed in the event income tax revenue continues to increase or starts to decline throughout 2026.

Personnel: The 2025 budget includes the addition of a Fire Chief. The Fire Department has run under the command of our three Captains, but the time has come to revert to a Chief taking command again. With the transition of the Service Director to the City Managers position, the Service Director position will remain unfilled. However, a new position of Service Manager will be created saving the City money. The IT Manager positions will be eliminated and replaced with a Technology Manager, also saving money.

Parks and Recreation Revenue: Overall, Parks and Recreation budgeted revenue decreased from 2022 by \$50,000. This is primarily due to the reduction in contributions from the Huron Joint Recreation District (HJRD) - more specifically, due to the Huron School District voting to forego its regular 10% contribution that has historically been received by HJRD. Total revenue is anticipated to remain at this level into the foreseeable future. The 2026 budget does not include the School District's contribution. Maintaining the operations of the Parks and Recreation Department is mostly dependent on the Huron Joint Recreation District's annual contribution, making up 65% of the total budget in 2026. Any net impact on HJRD contributions could result in budget cuts directly related to services provided to residents. Although parking fee revenues at Nickel Plate Beach have increased the last two years, the Parks and Recreation budget cannot financially maintain the current operational budget without additional revenues. In 2025 and continuing in 2026, the City's general fund is subsidizing personnel costs. Based on current projections, the fund balance in the Parks and Recreation Fund is expected to decrease by \$25,000 per year and fall to an unsafe balance in 2033.

Capital Assets: The 2026 budget book includes the City's capital asset replacement schedule. The schedule shows the City's commitment to purchasing and maintaining adequate vehicles and equipment for City services. In 2025, the City spent over \$300,000 on new vehicles and equipment. The recommended 2026 budget includes the purchase of two (2) new police cruisers (lease), one (1) new parks truck replacement, one (1) pickup truck replacement for the fire department, and one (1) pickup truck replacement for the streets department. totaling over \$300,000 in capital asset expenditures.

Capital Projects: The 2026 budget book also includes the City's current capital improvement plan. Although the City's current capital improvement plan totaling over \$48 million scheduled and includes over \$18 million in unfunded projects over the next ten (10) years, the City is tentatively committed to spending over \$23 million on major capital improvements in 2026 if budget permits. Major 2026 capital expenses include the S. Main Street streetscape engineering and construction, Rt. 6 Phase II commencement of construction, secondary intake design and construction commencement, and elevated water tower construction. As previously mentioned, due to the failure of the income tax levy in 2024, the City will be evaluating its ability to undertake capital projects beyond minor maintenance in 2026 and beyond.

Debt Management: Starting in 2014, the City began a strategy to invest in critical capital infrastructure

that had been underinvested in as the City recovered from the Great Recession. Utilizing historically low interest rates, close to \$15 million worth of capital was invested in critical infrastructure projects. In 2024, Moody's upgraded the City's current rating of Aa3 to Aa2. The City currently has over \$12 million in outstanding bonded debt, not inclusive of programmatic loans. As we plan for future years of investment, 2023 was the first major milestone to consider as a substantial portion of the City's debt was retired, freeing up additional resources available for debt service as well as capacity. The City took fiscally responsible steps in 2023 to develop a debt strategy for future capital needs and wants, including projects related to the Sawmill Creek Resort TIF, ConAgra redevelopment, comprehensive local street resurfacing, Huron Public Power Expansion, and Main Street redevelopment. In 2023, the City issued long-term bonds on public improvements funded through the Sawmill Creek Resort TIF and issued GO bonds in 2024 to cover the local street reconstruction of the Chaska and Old Homestead I and II neighborhoods.

Future Policy Discussions: The staff also looks forward to engaging Council in 2026 on several larger and impactful project and policy discussions including, but not limited to, the list below. The Finance Committee recommended the 2026 budget to Council and also recommended Council to further review and consider several items on the list below.

- *New taxes and or levies to support essential services and public improvements in the master plan*
- Storm Water Management Fee
- River Road property planning.
- Future of the City Property on Cleveland Road W / Atwood / Linden
- Conagra Redevelopment Service/Maintenance Facility Construction
- Capital Improvement Program Financing Plan (continued discussion)
- Future Expansion of Huron Public Power

This budget is the work product of countless hours of preparation, analysis and input from a wide variety of personnel. I appreciate the time, effort, and input of all department heads and staff members who have been instrumental in providing information, feedback and capital projections for their respective departments - and the coordination and leadership displayed by the Finance and Service Departments. I also want to thank the Finance Committee who have been tremendous stewards of the 2026 budget process and have brought forth expertise and thought-provoking considerations and dialogue.



TO: Mayor Tapp and City Council
FROM: Stuart Hamilton , Service Director
RE: Resolution No. 67-2025 (*submitted by Stuart Hamilton*)
DATE: November 25, 2025

Subject Matter/Background

Resolution No. 67-2025 sets forth those properties in Districts 2 and 3, which includes the Oklahoma neighborhood and Old Plat (copies of the maps of Districts 2 and 3 are attached to the Resolution as Exhibit A) with trees requiring removal, trimming, cleaning or stump grinding per inspections performed by the City. Trees needing removal or maintenance are set forth in the Resolution and total \$20,245. This is a continuation of our tree and sidewalk assessment program. The next step is to send out certified letters to the homeowners with estimates for the work, waiting the required 30-day period, and if not completed, having Buckeye Tree complete the work as estimated.

Resolution of Necessity to inspect sidewalks - **completed July 25, 2023, Resolution 57-2023 (District 2); completed April 9, 2024, Resolution 38-2024 (District 3);**

Initial inspection of District 2 trees - **completed April 2024;**

Initial inspection of District 3 trees - **completed September 2024;**

Courtesy Letters sent to residents - **completed October 2023 (District 2); completed March 2025 (District 3);**

Reinspection of Districts 2 and 3 sidewalks to determine work that has not been completed - **completed July 2025;**

Resolution No. 56-2025 (current legislation) ordering certified notice to homeowners (Districts 2 and 3) - **if approved, will be completed November 25, 2025;**

Certified letters mailed to homeowners with notice to complete repairs within 30 days - **to be mailed by December 5, 2025;**

30 days following service of certified letters, move forward with tree maintenance/removal per quote received from Buckeye Tree & Crane;

Repairs to be completed by City's contractor between January 2025 and Spring 2026.

Financial Review

The City's property maintenance fund (Fund 202) will account for these services. If the City is not reimbursed by the property owner in accordance with the code, the total cost will be certified to the County Auditor, plus interest, for collection through property tax payments over 4 years.

Total Cost: \$20,245

Account: 202-6205-55933

Legal Review

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

Recommendation

If Council is in agreement with the request, a motion adopting Resolution No. 67-2025 is in order.

RESOLUTION NO. 67-2025

Introduced by: Sam Artino

A RESOLUTION ORDERING THE PLANTING, MAINTAINING, TRIMMING, REMOVING, PRESERVATION AND/OR REPLACEMENT OF TREES IN AND ALONG STREETS, ALLEYS AND PUBLIC GROUNDS ABUTTING CERTAIN PREMISES IN THE CITY OF HURON AND DECLARING AN EMERGENCY.

WHEREAS, an inspection of certain trees in Districts 2 and 3 in the City of Huron (diagrams depicting Districts 2 and 3 are attached hereto as Exhibit A) has shown that the following trees abutting certain premises are in need of maintenance, trimming, grinding or removal and are an obstruction and or hazard to safe pedestrian and vehicular traffic:

Parcel #	Parcel Address
42-01070.000	512 Center
42-00622.000	516 Adams
42-00623.000	520 Adams
42-01735.000	207 ½ Ohio
42-00024.000	319 Center
42-00059.000	416 Center
42-00064.000	217 Center
42-00123.000	402 Center
42-00206.000	132 Center
42-00210.000	421 Center
42-00235.000	424 Center
42-00554.000	309 Center
42-00702.000	418 Center
42-00780.000	330 Center
42-00801.000	349 Center
42-00924.000	401 Center
42-00980.000	215 Center
42-01160.000	102 Center
42-01257.000	206 Center
42-01373.000	201 Center
42-01546.000	320 Center
42-01724.000	427 Center
42-01788.000	407 Center
42-00800.000	304 Brunswick
42-00748.000	125 Main
42-01565.000	502 Main
42-01756.000	410 Main

42-01912.000	346 Main
42-00057.000	125 Ohio
42-00125.000	420 Ohio
42-00208.000	305 Ohio
42-00240.000	302 Ohio
42-00371.000	344 Ohio
42-00398.000	414 Ohio
42-00459.000	413 Ohio
42-00505.000	315 Ohio
42-00598.000	217 Ohio
42-00756.000	301 Ohio
42-01078.000	214 Ohio
42-01078.000	216 Ohio
42-01131.000	111 Ohio
42-01386.000	306 Ohio
42-01513.000	415 Ohio
42-00004.000	308 Portland
42-00615.000	303 Portland
42-00667.000	318 Portland
42-00817.000	316 Portland
42-01237.000	313 Portland
42-00473.000	402 South
42-00482.000	201 South
42-00849.000	412 Stowe
42-68015.000	Wall St.
42-00047.000	309 Williams
42-00213.000	429 Williams
42-00468.000	Williams St.
42-00492.000	201 Williams
42-00550.000	419 Williams
42-00596.000	315 Williams
42-00597.000	317 Williams
42-00691.000	411 Williams
42-00850.000	325 Williams
42-01115.000	202 Williams
42-01218.000	331 Williams
42-01536.000	123 Williams

42-01600.000	125 Williams
42-01618.000	415 Williams
42-01736.000	218 Williams
42-02072.003	304 Williams
42-03002.000	401 Williams

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

SECTION 1. That this Council hereby approves the costs of the proposed maintenance, trimming, grinding or removal of trees that are on file with the Clerk of Council as required by O.R.C. § 727.01, *et. seq.*

SECTION 2. That the trees abutting certain premises listed below are determined to be in need of maintenance and to be an obstruction and or hazard to safe pedestrian and vehicular traffic:

Parcel #	Parcel Address	Action Required	Quantity	Estimated Cost
42-01070.000	512 Center	Grind Stump	1	\$70.00
42-00622.000	516 Adams	Grind Stump	1	\$75.00
42-00623.000	520 Adams	Remove, Grind	2	\$3,400.00
42-01735.000	207 ½ Ohio	Raise	1	\$80.00
42-00024.000	319 Center	Raise	1	\$60.00
42-00059.000	416 Center	Raise	1	\$40.00
42-00064.000	217 Center	Raise	2	\$50.00
42-00123.000	402 Center	Raise	1	\$30.00
42-00206.000	132 Center	Remove, Grind, Raise	Remove/Grind 1; Raise 2	\$2,200.00
42-00210.000	421 Center	Raise	1	\$40.00
42-00235.000	424 Center	Raise	1	\$150.00
42-00554.000	309 Center	Raise	1	\$150.00
42-00702.000	418 Center	Raise	1	\$30.00
42-00780.000	330 Center	Raise	1	\$100.00
42-00801.000	349 Center	Remove, Grind	1	\$1,200.00
42-00924.000	401 Center	Raise	2	\$25.00
42-00980.000	215 Center	Raise	2	\$40.00
42-01160.000	102 Center	Raise	1	\$85.00
42-01257.000	206 Center	Raise	1	\$60.00
42-01373.000	201 Center	Raise	2	\$90.00
42-01546.000	320 Center	Raise	2	\$100.00

42-01724.000	427 Center	Raise	1	\$100.00
42-01788.000	407 Center	Raise	3	\$30.00
42-00800.000	304 Brunswick	Raise	3	\$100.00
42-00748.000	125 Main	Remove, Grind, Clean	Remove/Grind 1; Clean 3	\$700.00
42-01565.000	502 Main	Clean	3	\$300.00
42-01756.000	410 Main	Raise	1	\$40.00
42-01912.000	346 Main	Clean, Raise	Clean 2; Raise 1	\$1,000.00
42-00057.000	125 Ohio	Raise	1	\$50.00
42-00125.000	420 Ohio	Raise	1	\$75.00
42-00208.000	305 Ohio	Grind Stump	1	\$75.00
42-00240.000	302 Ohio	Raise	1	\$75.00
42-00371.000	344 Ohio	Raise	1	\$75.00
42-00398.000	414 Ohio	Raise	2	\$125.00
42-00459.000	413 Ohio	Raise	1	\$40.00
42-00505.000	315 Ohio	Raise	1	\$85.00
42-00598.000	217 Ohio	Raise	1	\$40.00
42-00756.000	301 Ohio	Raise	1	\$50.00
42-01078.000	214 Ohio	Raise	1	\$50.00
42-01078.000	216 Ohio	Raise	1	\$40.00
42-01131.000	111 Ohio	Raise	3	\$300.00
42-01386.000	306 Ohio	Remove, Grind Stump	1	\$150.00
42-01513.000	415 Ohio	Grind Stump	1	\$40.00
42-00004.000	308 Portland	Raise	1	\$30.00
42-00615.000	303 Portland	Raise	2	\$40.00
42-00667.000	318 Portland	Raise	2	\$80.00
42-00817.000	316 Portland	Remove, Grind Stump, Raise	Remove, Grind 1; Raise 1	\$625.00
42-01237.000	313 Portland	Clean	1	\$175.00
42-00473.000	402 South	Raise	1	\$100.00
42-00482.000	201 South	Raise	1	\$50.00
42-00849.000	412 Stowe	Remove, Grind; Clean	Remove/Grind 1; Clean 1	\$1,650.00
42-68015.000	Wall St.	Remove; Grind	1	\$300.00
42-00047.000	309 Williams	Raise	1	\$150.00

42-00213.000	429 Williams	Remove/Grind	1	\$2,400.00
42-00468.000	Williams St.	Raise	1	\$200.00
42-00492.000	201 Williams	Raise	1	\$50.00
42-00550.000	419 Williams	Raise	1	\$150.00
42-00596.000	315 Williams	Clean	1	\$55.00
42-00597.000	317 Williams	Raise	2	\$60.00
42-00691.000	411 Williams	Raise	1	\$125.00
42-00850.000	325 Williams	Raise	2	\$25.00
42-01115.000	202 Williams	Raise; Raise/Clean	Raise 1; Raise/Clean 1	\$190.00
42-01218.000	331 Williams	Raise	2	\$150.00
42-01536.000	123 Williams	Raise	2	\$150.00
42-01600.000	125 Williams	Raise	2	\$150.00
42-01618.000	415 Williams	Clean	1	\$150.00
42-01736.000	218 Williams	Remove, Grind	1	\$600.00
42-02072.003	304 Williams	Raise, Clean	Raise 5; Clean 2	\$900.00
42-03002.000	401 Williams	Raise	2	\$75.00

SECTION 3. That pursuant to Section 521.15 of the Codified Ordinances of the City of Huron, the Clerk of Council is hereby directed to serve notice by certified mail upon the owner of said premises ordering the maintenance, trimming, removal and/or grinding of said tree(s).

SECTION 4. That if the owner of said premises fails to comply with such notice to maintain, trim, remove and/or grind the tree(s) within 30 days of the delivery of said notice, the Building and Zoning Department shall cause the tree(s) to be maintained, trimmed, removed or ground, and the expenses and labor costs incurred in the making of repair will be entered upon the tax duplicate as a lien upon such land pursuant to Section 521.15 of the Codified Ordinances of the City of Huron.

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 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 6. That this Resolution is hereby declared to be an emergency measure immediately necessary for the preservation of the public peace, health, safety and welfare, and for the further reason that it is immediately necessary to have said sidewalk repaired to protect pedestrian traffic, wherefore this Resolution shall be in full force and effect and take effect immediately upon its passage.

Monty Tapp, Mayor

ATTEST: _____
Clerk of Council

ADOPTED: _____



TO: Mayor Tapp and City Council
FROM: Todd Schrader
RE: Resolution No. 81-2025 (*submitted by Todd Schrader*)
DATE: November 25, 2025

Subject Matter/Background

In following up to last week's OML Webinar about the PFAS water settlement, I wanted to reach out to see if your client, the City of Huron, needs any additional information as you make the determination if you want to file a claim. As I noted during the online discussion, the registration process needs to be completed by the end of the year.

As I noted, four manufacturers (3M, DuPont, Tyco and BASF) have settled part of a multidistrict litigation suit filed in federal court arising from claims against manufacturers and distributors of PFAS or "forever chemicals." The [settlement](#) centers on the contamination of public water systems' drinking water – while other PFAS-related claims remain. The total public water system settlement amount exceeds \$13 billion. This amount was set in part because of the anticipated cost of cleaning up contaminated water systems.

Currently, the settlement process of this litigation is in "Phase 2" where most public water systems are eligible to evaluate and submit claims. Huron is expressly listed as a potential Phase 2 claimant in court documents.

The law firm of [Grossman & Kelly, LLP](#) has been working with the owners of public water systems to submit and advocate for the claims for compensation from this class action settlement. Kegler Brown has been operating as local counsel on this matter.

If the Grossman firm is retained, the water of public water systems will be tested at no charge to the client. If the unfortunate happens – there is a detectable presence of PFAS and related chemicals in the tested water – Grossman & Kelly will submit and defend the client's claim for the payment of damages. Kegler Brown will facilitate related legal services. Provided that a substantiated claim of damages is successfully established, clients will be compensated over time according to a matrix which factors in the level of pollution in the impacted water source and along with its flow rate. If there is no PFAS in a client's water, the legal engagement for this matter ends.

Unlike some other class action lawsuits, an eligible claimant for settlement proceeds must take the affirmative step of submitting a claim. Failure to do so will result in the forfeiture of the right to bring any action later for drinking water-related PFAS claims, as there are firm deadlines for those plaintiffs to submit their claims, and the deadline to opt out of the settlement has passed. Ultimately, once all eligible, submitted public water system claims are paid, any balance in the settlement proceeds will be returned to the manufacturers.

Financial Review

There is no legislative impact relating to this legislation.

Legal Review

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

Recommendation

If Council is in agreement with the request, a motion adopting Resolution No. 81-2025 is in order.

[Resolution No. 81-2025 General Ohio PWS Retainer Letter.docx](#)

[Resolution No. 81-2025 Exh A General Ohio PWS Retainer.docx](#)

RESOLUTION NO. 81-2025

Introduced by Matt Grieves

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A LEGAL SERVICES CONTRACT WITH GROSSMAN & KELLY, LLP TO PROSECUTE ON A CONTINGENCY BASIS CIVIL LEGAL CLAIMS FOR NEGLIGENCE RESULTING IN INJURIES AND PROPERTY DAMAGE IN MDL 2873 (PFAS).

WHEREAS, litigation is pending in federal courts against any and all parties found to be responsible for negligence resulting in injuries and property damage in Multi-District Litigation ("MDL") #2873 in per-and polyfluoroalkyl substances (PFAS); and

WHEREAS, the Huron City Council has received communication from the law firms of Grossman & Kelly, LLP ("Grossman") and Kegler Brown Hill and Ritter, LPA, about the potential claims for negligence for injuries and property damage in MDL #2873 (PFAS); and

WHEREAS, the water sourced by the City of Huron is in need of testing, and PFAS chemicals could be present in it; and

WHEREAS, a Legal Services Contract allows Grossman & Kelly, LLP to work with the City to have its source water tested, at no expense to the City, and to prosecute on a contingency basis negligence resulting in injuries and property damage in MDL #2873 (PFAS); and

WHEREAS, it appears the City of Huron is entitled to participate in MDL 2873 and accordingly engages Grossman & Kelly, LLP, along with its co-counsel, Kegler Brown Hill and Ritter, LPA, to investigate and file lawsuits on behalf of the City of Huron to recover monies to which the City is entitled; and

WHEREAS, contracting with Grossman & Kelly, LLP for legal services will allow the City of Huron to efficiently participate and serve the interests of its citizens; and

WHEREAS, the first deadline for cities like Huron to file civil legal claims regarding these matters is December 31, 2025.

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

SECTION 1: That the City Manager of the City of Huron is hereby authorized to execute a Legal Services Contract with Grossman & Kelly, LLP, a copy of which will be on file at the office of the Clerk of Council, to investigate and file lawsuits and claims on a contingency basis, on behalf of the City of Huron for and injuries and property damage in MDL #2873 (PFAS), and to recover these monies.

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:

Clerk of Council

ADOPTED:

To: Municipal Leaders and Water Utilities
From: David Grossman Esq.
Re: PFAS-AFFF ABATEMENT

There is a time limited opportunity to recover costs relative to PFAS contamination which protects taxpayers. Various regulations and standards require PFAS levels to be reduced to near zero and this burden falls on taxpayers. We help shift that burden to the polluters by enrolling municipalities and water utilities in a cost recovery program where tens of billions are available. The polluters should pay for the cleanup not the taxpayers.

PFAS COST RECOVERY

Our purpose is to represent municipalities and water utilities in a cost recovery program regarding PFAS contamination of water pumping stations, firehouse departments and training centers, airports and landfills. PFAS is a carcinogen that resides in the ground around these sites. We are offering to help collect those funds for harmed communities by making the polluters pay to clean up the messes they made instead of the taxpayers.

PFAS EXPOSURE INCREASES RISK FOR

- Kidney Cancer • Liver Cancer • Preeclampsia • Pancreatic Cancer • Testicular Cancer • Prostate Cancer
- Thyroid Disease • Thyroid Cancer • Ulcerative Colitis • Breast Cancer • Bladder Cancer

THE FUND HAS BEEN CREATED

Billions in funds have been posted by companies such as 3M, Dupont and others. Our goal is to protect taxpayer funds and hold the polluters accountable. Ongoing multidistrict negotiations related to PFAS contamination has created this pool of money. Specifically, the case has been partially resolved for water systems across the country impacted by PFAS. Open enrollment is now with secondary litigation for other sites, and our firm is focused on making onboarding of affected communities as easy as possible.

OUR APPROACH

Our team is a national litigation group providing representation to persons in class action lawsuits and complex multidistrict cases. There is never a financial outlay by the client. We advance all costs and if there is no recovery we have taken the risk because we have done the research and believe the case was worth bringing. We request an authorized person sign the letter of engagement before time runs out.

Join the list of forward-thinking municipalities that have already partnered with us to secure the funds necessary to combat PFAS contamination. To participate we simply request you execute our no risk standard contingency fee agreement attached to this memo. If you have any questions do not hesitate to contact us. Thank you in advance.

Best Regards,
David Grossman Esq.
Cell (631) 459-9241
Email dgrossman@grossmankelly.com

Grossman & Kelly, LLP

1248 Montauk Highway
West Islip, NY 11795
(631) 815-2575
dgrossman@grossmankelly.com

Please send completed contract to Manuel.montano@grossmankelly.com

LEGAL SERVICES CONTRACT

THIS CONTRACT IS SUBJECT TO ARBITRATION UNDER FEDERAL AND STATE ARBITRATION ACTS.

WHEREAS, the undersigned (“Client”) agrees to retain Grossman & Kelly, LLP (“Law Firm”) (collectively, “Parties”) as Client’s attorneys in the prosecution of any legal claims in the following multi district litigation (MDLs): Products Liability Litigation MDL 2873 (PFAS).

1. **FEE PERCENTAGE**: As consideration for legal services rendered and to be rendered by the Attorneys in carrying out the purpose hereof, Client agrees to pay Law Firm one-third (33 %) of all gross amounts recovered, plus expenses as outlined in sections #2 (“Disbursements”) and #3 (“Financing of Case”) below. Client assigns, and the Law Firm accepts and acquires as its fee, a proportionate interest in the subject matter of any claim, action, or suit instituted or asserted under the provisions of this agreement. The Client shall pay no expenses or fees in case of loss.
2. **DISBURSEMENTS**: In the event there is no recovery, the Client shall not be obligated to pay the Law Firm a legal fee for services rendered. Upon settlement, Client will be responsible for paying, through a deduction from the settlement amount, court-approved costs.
3. **APPEALS**: The above contingency fee does not contemplate any appeal. The Law Firm is under no duty to perfect or prosecute any such appeal until a satisfactory fee arrangement is made between the Parties and is reduced to writing regarding costs and attorneys’ fees.

NO GUARANTEE OF FINAL OUTCOME: No attorney can accurately predict the outcome of any legal matter. Accordingly, the Law Firm makes no express or implied representations as to the final outcome of the matter(s) contemplated by this Agreement.

4. **PARTIES BOUND**: This Agreement shall be binding upon and inure to the benefit of the Parties hereto and their respective heirs, executors, administrators, legal representatives, successors and assigns.
5. **PRIOR AGREEMENTS SUPERSEDED**: This Agreement constitutes the sole and only agreement of the Parties hereto and supersedes all prior understandings or written or oral agreement between the Parties respecting the within subject matter, if any.
6. **TERMINATION OF REPRESENTATION**: The Client may terminate the Law Firm’s representation of it at any time by providing written notice to the Law Firm at the above address.

7. **APPROVAL NECESSARY FOR SETTLEMENT**: Client hereby grants the Law Firm power of attorney so that the Law Firm may have full authority to prepare, sign and file all legal instruments, pleadings, drafts, authorizations, and papers as shall be reasonably necessary to conclude the representation including settlement and/or reducing to possession any and all monies or other things of value due to Client under its claim as fully as the Client could do so. The Law Firm is authorized and empowered to act as Client's sole negotiator in any and all negotiations concerning the subject of this Agreement. However, all decisions regarding final resolution of the litigation, including settlement, are within the sole power of the Client. The firm will not settle any matter without the explicit consent of the client.
8. **ASSOCIATION OF OTHER ATTORNEYS**: The Law Firm may, at its own expense, use or associate with other law firms in the representation of the Client. If the Law Firm should engage other attorneys to act as co-counsel, this will be done at the expense of the Law Firm. This expense is not considered part of the reimbursable expenses outlined herein under "Disbursements" in item #2. Client understands that the Law Firm is a Limited Liability Partnership with a number of attorneys. Several of those attorneys may work on Client's case The Law Firm of Kegler Brown Hill + Ritter, LPA will serve as an additional counsel in this matter and will be compensated 10 percent of all attorney fees calculated under Section One of this agreement for its services.
.
9. **ASSOCIATE COUNSEL**: Another attorney may participate in the division of fees in this case and assume joint responsibility for the representation of Client, either in the event that the Law Firm retains associate counsel or in the event that Client later chooses new counsel, provided that the total fee to Client does not decrease as a result of the division of fees and that the attorneys involved have agreed to the division of fees and assumption of joint responsibility.
10. **LEGAL CONSTRUCTION**: In case any one or more of the provisions contained in this Agreement shall for any reason be held invalid, illegal or unenforceable, such invalidity, illegality, or unenforceability shall not affect any other provisions hereof, and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained.
11. **DISPUTE**: In the event of a dispute between the Client and the Law Firm, it will be resolved at National Arbitration in Garden City, New York and New York law will govern. Each party to pay its own costs and expenses. This arbitration provision shall be enforceable in either federal or state courts in New York pursuant to the substantive federal laws established by the Federal Arbitration Act. Any party to any award rendered in such arbitration proceeding may seek a judgment upon the award and that judgment may be entered by any Supreme Court in New York having jurisdiction.

Client certifies and acknowledges that Client has had the opportunity to read this Agreement. Client further affirms that Client has voluntarily entered into this Agreement, that Client has been advised that Client may seek legal counsel to review this Agreement before signing, and that Client is fully aware of the terms and conditions contained in this Agreement.

SIGNED AND ACCEPTED ON THIS___ day of_____,2025.

CLIENT SECTION	LAW FIRM SECTION
Please print Client Entity Name:	Grossman and Kelly
Signature of Authorized Representative:	By:
Contact Email:	Date:
Contact Phone:	Co-Counsel
Address (Street + Suite if Applicable):	
City, State, Zip:	

INFORMATION DETAILS:

Client: _____

1. Main contact person: _____
Phone number: _____
Email address: _____
Address: _____
2. Legal counsel: _____
Main contact person: _____
Phone number: _____
Email address: _____
Address: _____

Public Water System Number:

Tax ID or EIN #

Number of Pumping Stations:

For each pumping station, Gallons per Day (GPD) or gallons per minute (GPM):

Name, email and phone number of person who will be conducting PFAS water test:

Address of where test kits will be sent:



TO: Mayor Tapp and City Council
FROM: Jack Evans
RE: Resolution No. 83-2025 (*submitted by Jack Evans*)
DATE: November 25, 2025

Subject Matter/Background

The combined purchasing power of the City of Sandusky, the City of Huron, and Erie County in the purchase of water treatment chemicals allows for a decreased expense as opposed to the cost should each entity purchase the identical product on their own. Therefore, on behalf of the City of Huron and other entities, the City of Sandusky conducted a bid for the purchase of Water Treatment Chemicals and has provided all entities with the final bid tabulation indicating the apparent low bidders for each chemical. The City of Huron Water Filtration Plant will purchase a total of six chemicals from **4** vendors through this bid."

Resolution No. 83-2025 Bonded Chemicals Inc.: For the purchase of 12 tons of Powdered Activated Carbon in an amount not to exceed \$31,200, and the purchase of 6,000 Gallons of Hydrofluosilicic Acid at an amount not to exceed \$17,610.00, and the purchase of 4,000 gallons of liquid sodium permanganate at an amount not to exceed \$36,704.80. Grand total for this vendor is \$85,514.80. A copy of the 2025 Chemical Bid Form and Tabulation is attached hereto as Exhibit 1.

Pricing History for 12 tons of Powdered Activated Carbon

2020 - \$19,680
2021 - \$18,780
2022 - \$22,776
2023 - \$36,480
2024 - \$32,160
2025 - \$31,200
2026 - \$31,200

Pricing History for 6,000 Gal Hydrofluosilicic Acid

2020 - \$13,020
2021 - \$14,040
2022 - \$13,380
2023 - \$17,880
2024 - \$19,440
2025 - \$17,610
2026 - \$17,610

Pricing History for 4,000 Gal Liquid Sodium Permanganate

2020 - \$26,720
2021 - \$26,480
2022 - \$44,800
2023 - \$59,480
2024 - \$39,960

2025 - \$36,704

2026 - \$36,704

Financial Review

The 2026 budget will include the total cost not to exceed \$260,782 for all chemical contracts in the Water Fund (Fund 604). For comparison purposes, 2021 actual cost was approximately \$107,000, 2022 actual cost was approximately \$145,000, 2023 actual cost was approximately \$163,000, 2024 actual cost was approximately \$199,000, 2025 estimated cost is approximately \$225,000 and 2026 projections are expected to total approximately \$260,000.

Account: 604-5210-54042

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. 83-2025 is in order.

[Resolution No. 83-2025 Bonded Chemicals Inc \\$85,514.80.docx](#)

[2026 Chemical Bids - Huron .png](#)

[Bld Tabulation_Chemicals FY26.pdf](#)

RESOLUTION NO. 83-2025

Introduced by Matt Grieves

A RESOLUTION AUTHORIZING THE CITY MANAGER TO AWARD THE BID TO AND ENTER INTO AN AGREEMENT WITH BONDED CHEMICALS INC. FOR THE PURCHASE OF WATER TREATMENT CHEMICALS IN AN AMOUNT NOT TO EXCEED EIGHTY-FIVE THOUSAND FIVE HUNDRED FOURTEEN AND 80/100 DOLLARS (\$85,514.80).

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

SECTION 1. That the City of Sandusky having advertised for bids on behalf of the City of Huron and other entities, has provided a final bid tabulation indicating the lowest and best bid for each chemical and that based on that tabulation, the City Manager is authorized and directed to award the bid to and enter into an agreement with Bonded Chemicals Inc. for the purchase of 12 tons of Powdered Activated Carbon (in an amount not to exceed Thirty-One Thousand Two Hundred and 00/100 Dollars (\$31,200.00), 6,000 Gallons of Hydrofluosilicic Acid (in an amount not to exceed Seventeen Thousand Six Hundred Ten and 00/100 Dollars (\$17,610.00)) and 4,000 gallons of Liquid Sodium Permanganate (in an amount not to exceed Thirty-Six Thousand Seven Hundred Four and 80/100 Dollars (\$36,704.80)) , for an aggregate total of Eighty-Five Thousand Five Hundred Fourteen and 80/100 Dollars (\$92,000.00). The City of Sandusky bid tabulation is attached hereto as Exhibit "A" 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 from and immediately after its adoption.

Monty Tapp, Mayor

ATTEST: _____
Clerk of Council

ADOPTED: _____

[illegible]

Chemicals for Calendar Year 2026
City of Sandusky, Huron, and Erie County

Contract	Chemical	Unit	Quantity	Alexander Chemicals LaPorte, IN	Applied Specialties Avon Lake, OH	Bonded Chemicals Columbus, OH	Brenntag Great Lakes Wawatosa, WI	Carbon Activated Compton, CA	Chemrite Buford, GA	Chemtrade Chemicals Parsippany, NJ	Jacobi Carbons Columbus, OH	JCI Jones Chemicals Barberton, OH	Kemira Water Solutions Lawrence, KS	Pencco San Felipe, TX	Polydyne Riceboro, GA	Shannon Chemical Malvern, PA
1	Liquid Sodium Permanganate (NaMnO ₄) (Bid 1 of 2)	Gallons	12,000			8.7523			8.0890							9.2400
						105,027.6000			97,068.0000							110,880.0000
2	Hydrofluosilicic Acid (H ₂ SiF ₆) (Bid 1 of 3)	Gallons	17,000	3.0900		2.6600								3.5200		
				52,530.0000		45,220.0000								59,840.0000		
3	Sodium Hydroxide Liquid (NaOH) (Bid 1 of 3)	Gallons	50,000	3.8100		2.5943	2.4563					2.3925				
				190,500.0000		129,715.0000	122,815.0000					119,625.0000				
4	Sodium Hypochlorite (NaOCl) (Bid 1 of 2)	Gallons	90,000	1.7650		1.5900										
				158,850.0000		143,100.0000										
5	Aluminum Sulfate Polymer Blend - Liquid (Type One) (AL ₂ (SO ₄) ₃)	Gallons	110,500		728.0000											
		Wet Tons	600		436,800.0000											
6	Powdered Activated Carbon (PAC) (Bid 1 of 3)	Pounds	155,000			1.3490	1.3500	1.1900	1.2550		1.0900					
						209,095.0000	209,250.0000	184,450.0000	194,525.0000		168,950.0000					
7	Ferrous Chloride Solution (FeC12) (Bid 1 of 3)	Pounds	350,000			1.1420							1.6530			
						399,700.0000							578,550.0000			
8	Polymer - Liquid (Bid 1 of 2)	Pounds	88,000												1.7000	
															149,600.0000	
9	Aluminum Sulfate Polymer Blend - Liquid (Type One) (AL2(SO4)3) WPC	Gallons	10,000		728.0000					797.0000						
		Wet Tons	275		200,200.0000					219,175.0000						
10	Ferrous Chloride Solution (FeC12) (Bid 3 of 3)	Gallons	30,000			1.2047							1.8040			
						36,141.0000							54,120.0000			
11	Sodium Aluminate - Liquid	Gallons	8,000		6.5100											
		Gallon Totes	300		52,080.0000											
12	Sodium Bisulfate Solution (Reducite)	Gallon Totes	9,000	2.4000		2.6300										
				21,600.0000		23,670.0000										
		Gallon 15T Drum	900			2.6300										
						2,367.0000										
13	Sodium Hypochlorite (NaOCl) (Bid 2 of 2)	Gallon Totes	9,750			2.1800										
						21,255.0000										
		Gallon Drums 15	6,000			2.5300										
						15,180.0000										
14	Polymer Liquid	Pounds	12,000												1.7000	
															20,400.0000	
15	Liquid Chlorine (CL ₂) (Bid 2 of 2)	Pounds	28,000			1.4700						169.0000				
						41,160.0000						31,544.8000				
16	Powdered Activated Carbon (PAC) (Bid 3 of 3)	Tons	12			2,600.0000	3,120.0000	2,600.0000	2,664.0000		2,660.0000					
						31,200.0000	37,440.0000	31,200.0000	31,968.0000		31,920.0000					
17	Sodium Hydroxide Liquid (NaOH) (Bid 2 of 2)	Gallons	15,000	4.1400		1.7150	1.5180									
				62,100.0000		25,725.0000	22,770.0000									
18	Aluminum Chlorhydrate Polymer Blend - Liquid (Al ₂ (OH) ₅ Cl)	Gallons	12,000		11.2200					7.7700						
					134,640.0000					93,240.0000						
19	Hydrofluosilicic Acid (H ₂ SiF ₆) (Bid 3 of 3)	Gallons	6,000	3.1100		2.9350								4.2100		
				18,660.0000		17,610.0000								25,260.0000		
20	Liquid Sodium Permanganate (NaMnO ₄) (Bid 2 of 2)	Gallons	4,000			9.1762			9.0570							9.8400
						36,704.8000			36,228.0000							39,360.0000
				Bid Bond	Bid Bond	Bid Bond		Bid Bond	Bid Bond	Bid Bond	Bid Bond	Bid Bond	Bid Bond	Bid Bond	Bid Bond	Bid Bond
				Alexander Chemicals LaPorte, IN	Applied Specialties Avon Lake, OH	Bonded Chemicals Columbus, OH	Brenntag Great Lakes Wawatosa, WI	Carbon Activated Compton, CA	Chemrite Buford, GA	Chemtrade Chemicals Parsippany, NJ	Jacobi Carbons Columbus, OH	JCI Jones Chemicals Barberton, OH	Kemira Water Solutions Lawrence, KS	Pencco San Felipe, TX	Polydyne Riceboro, GA	Shannon Chemical Malvern, PA

Denotes Mathematical Error



TO: Mayor Tapp and City Council
FROM: Jack Evans
RE: Resolution No. 84-2025 (*submitted by Jack Evans*)
DATE: November 25, 2025

Subject Matter/Background

The combined purchasing power of the City of Sandusky, the City of Huron, and Erie County in the purchase of water treatment chemicals allows for a decreased expense as opposed to the cost should each entity purchase the identical product on their own. Therefore, on behalf of the City of Huron and other entities, the City of Sandusky conducted a bid for the purchase of Water Treatment Chemicals and has provided all entities with the final bid tabulation indicating the apparent low bidders for each chemical. The City of Huron Water Filtration Plant will purchase a total of six chemicals from **4** vendors through this bid.

Resolution No. 84-2025 Applied Specialties: For the purchase of 12,000 gallons of aluminum chlorhydrate polymer blend in an amount not to exceed \$134,640. A copy of the 2025 Chemical Bid Form and Tabulation is attached hereto as Exhibit 1.

Pricing History for 12,000 Gal Aluminum Chlorhydrate Polymer Blend

2020 - \$55,465
2021 - \$59,562
2022 - \$80,940
2023 - \$115,920
2024 - \$115,920
2025 - \$118,200
2026 - \$134,640

Financial Review

The 2026 budget will include the total cost not to exceed \$260,782 for all chemical contracts in the Water Fund (Fund 604). For comparison purposes, 2021 actual cost was approximately \$107,000, 2022 actual cost was approximately \$145,000, 2023 actual cost was approximately \$163,000, 2024 actual cost was approximately \$199,000, 2025 estimated cost is approximately \$225,000 and 2026 projections are expected to total approximately \$260,000.

Account: 604-5210-54042

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. 84-2025 is in order.

Resolution No. 84-2025 Applied Specialties Water Chemicals \$134,640.docx

2026 Chemical Bids - Huron .png

Bld Tabulation_Chemicals FY26.pdf

RESOLUTION NO. 84-2025

Introduced by Matt Grieves

A RESOLUTION AUTHORIZING THE CITY MANAGER TO AWARD THE BID TO AND ENTER INTO AN AGREEMENT WITH APPLIED SPECIALTIES FOR THE PURCHASE OF WATER TREATMENT CHEMICALS IN AN AMOUNT NOT TO EXCEED ONE HUNDRED THIRTY-FOUR THOUSAND SIX HUNDRED FORTY AND XX/100 DOLLARS (\$134,640.00).

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

SECTION 1. That the City of Sandusky having advertised for bids on behalf of the City of Huron and other entities, has provided a final bid tabulation indicating the lowest and best bid for each chemical and that based on that tabulation, the City Manager is authorized and directed to award the bid to and enter into an agreement with Applied Specialties for the purchase of 12,000 Gallons of Aluminum Chlorhydrate Polymer Blend in an amount not to exceed One Hundred Thirty-Four Thousand Six Hundred Forty and XX/100 Dollars (\$134,640.00). The City of Sandusky bid tabulation is attached hereto as Exhibit "A" 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 from and immediately after its adoption.

Monty Tapp, Mayor

ATTEST:

Clerk of Council

ADOPTED:

[illegible]

Chemicals for Calendar Year 2026
City of Sandusky, Huron, and Erie County

Contract	Chemical	Unit	Quantity	Alexander Chemicals LaPorte, IN	Applied Specialties Avon Lake, OH	Bonded Chemicals Columbus, OH	Brenntag Great Lakes Wawatosa, WI	Carbon Actived Compton, CA	Chemrite Buford, GA	Chemtrade Chemicals Parsippany, NJ	Jacobi Carbons Columbus, OH	JCI Jones Chemicals Barberton, OH	Kemira Water Solutions Lawrence, KS	Pencco San Felipe, TX	Polydyne Riceboro, GA	Shannon Chemical Malvern, PA
1	Liquid Sodium Permanganate (NaMnO ₄) (Bid 1 of 2)	Gallons	12,000			8.7523			8.0890							9.2400
						105,027.6000			97,068.0000							110,880.0000
2	Hydrofluosilicic Acid (H ₂ SiF ₆) (Bid 1 of 3)	Gallons	17,000	3.0900		2.6600								3.5200		
				52,530.0000		45,220.0000								59,840.0000		
3	Sodium Hydroxide Liquid (NaOH) (Bid 1 of 3)	Gallons	50,000	3.8100		2.5943	2.4563					2.3925				
				190,500.0000		129,715.0000	122,815.0000					119,625.0000				
4	Sodium Hypochlorite (NaOCl) (Bid 1 of 2)	Gallons	90,000	1.7650		1.5900										
				158,850.0000		143,100.0000										
5	Aluminum Sulfate Polymer Blend - Liquid (Type One) (AL ₂ (SO ₄) ₃)	Gallons	110,500		728.0000											
		Wet Tons	600		436,800.0000											
6	Powdered Activated Carbon (PAC) (Bid 1 of 3)	Pounds	155,000			1.3490	1.3500	1.1900	1.2550		1.0900					
						209,095.0000	209,250.0000	184,450.0000	194,525.0000		168,950.0000					
7	Ferrous Chloride Solution (FeC12) (Bid 1 of 3)	Pounds	350,000			1.1420							1.6530			
						399,700.0000						578,550.0000				
8	Polymer - Liquid (Bid 1 of 2)	Pounds	88,000												1.7000	
															149,600.0000	
9	Aluminum Sulfate Polymer Blend - Liquid (Type One) (AL2(SO4)3) WPC	Gallons	10,000		728.0000					797.0000						
		Wet Tons	275		200,200.0000					219,175.0000						
10	Ferrous Chloride Solution (FeC12) (Bid 3 of 3)	Gallons	30,000			1.2047							1.8040			
						36,141.0000						54,120.0000				
11	Sodium Aluminate - Liquid	Gallons	8,000		6.5100											
		Gallon Totes	300		52,080.0000											
12	Sodium Bisulfate Solution (Reducite)	Gallon Totes	9,000	2.4000		2.6300										
				21,600.0000		23,670.0000										
		Gallon 15T Drum	900			2.6300										
						2,367.0000										
13	Sodium Hypochlorite (NaOCl) (Bid 2 of 2)	Gallon Totes	9,750			2.1800										
						21,255.0000										
		Gallon Drums 15	6,000			2.5300										
						15,180.0000										
14	Polymer Liquid	Pounds	12,000												1.7000	
															20,400.0000	
15	Liquid Chlorine (CL ₂) (Bid 2 of 2)	Pounds	28,000			1.4700						169.0000				
						41,160.0000						31,544.8000				
16	Powdered Activated Carbon (PAC) (Bid 3 of 3)	Tons	12			2,600.0000	3,120.0000	2,600.0000	2,664.0000		2,660.0000					
						31,200.0000	37,440.0000	31,200.0000	31,968.0000		31,920.0000					
17	Sodium Hydroxide Liquid (NaOH) (Bid 2 of 2)	Gallons	15,000	4.1400		1.7150	1.5180									
				62,100.0000		25,725.0000	22,770.0000									
18	Aluminum Chlorhydrate Polymer Blend - Liquid (Al ₂ (OH) ₅ Cl)	Gallons	12,000		11.2200					7.7700						
					134,640.0000					93,240.0000						
19	Hydrofluosilicic Acid (H ₂ SiF ₆) (Bid 3 of 3)	Gallons	6,000	3.1100		2.9350								4.2100		
				18,660.0000		17,610.0000								25,260.0000		
20	Liquid Sodium Permanganate (NaMnO ₄) (Bid 2 of 2)	Gallons	4,000			9.1762			9.0570							9.8400
						36,704.8000			36,228.0000							39,360.0000
				Bid Bond	Bid Bond	Bid Bond		Bid Bond	Bid Bond	Bid Bond	Bid Bond	Bid Bond	Bid Bond	Bid Bond	Bid Bond	Bid Bond
				Alexander Chemicals LaPorte, IN	Applied Specialties Avon Lake, OH	Bonded Chemicals Columbus, OH	Brenntag Great Lakes Wawatosa, WI	Carbon Actived Compton, CA	Chemrite Buford, GA	Chemtrade Chemicals Parsippany, NJ	Jacobi Carbons Columbus, OH	JCI Jones Chemicals Barberton, OH	Kemira Water Solutions Lawrence, KS	Pencco San Felipe, TX	Polydyne Riceboro, GA	Shannon Chemical Malvern, PA

Denotes Mathematical Error



TO: Mayor Tapp and City Council
FROM: Jack Evans
RE: Resolution No. 85-2025 (*submitted by Jack Evans*)
DATE: November 25, 2025

Subject Matter/Background

The combined purchasing power of the City of Sandusky, the City of Huron, and Erie County in the purchase of water treatment chemicals allows for a decreased expense as opposed to the cost should each entity purchase the identical product on their own. Therefore, on behalf of the City of Huron and other entities, the City of Sandusky conducted a bid for the purchase of Water Treatment Chemicals and has provided all entities with the final bid tabulation indicating the apparent low bidders for each chemical. The City of Huron Water Filtration Plant will purchase a total of six chemicals from **4** vendors through this bid."

Resolution No. 85-2025 Brenntag Great Lakes: For the purchase of 15,000 gallons of sodium hydroxide in an amount not to exceed \$22,770. A copy of the 2025 Chemical Bid Form and Tabulation is attached hereto as Exhibit 1.

Pricing History for 15,000 Gal Sodium Hydroxide

2020 - \$13,172
2021 - \$12,027
2022 - \$19,500
2023 - \$26,550
2024 - \$17,299
2025 - \$17,482
2026 - \$22,770

Financial Review

The 2026 budget will include the total cost not to exceed \$260,782 for all chemical contracts in the Water Fund (Fund 604). For comparison purposes, 2021 actual cost was approximately \$107,000, 2022 actual cost was approximately \$145,000, 2023 actual cost was approximately \$163,000, 2024 actual cost was approximately \$199,000, 2025 estimated cost is approximately \$225,000 and 2026 projections are expected to total approximately \$260,000.

Account: 604-5210-54042

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. 85-2025 is in order.

Resolution No. 85-2025 Brenntag Great Lakes Water Chemicals \$22,770.docx

2026 Chemical Bids - Huron .png

Bld Tabulation_Chemicals FY26.pdf

RESOLUTION NO. 85-2025

Introduced by Matt Grieves

A RESOLUTION AUTHORIZING THE CITY MANAGER TO AWARD THE BID TO AND ENTER INTO AN AGREEMENT WITH BRENNTAG GREAT LAKES FOR THE PURCHASE OF WATER TREATMENT CHEMICALS IN AN AMOUNT NOT TO EXCEED TWENTY-TWO THOUSAND SEVEN HUNDRED SEVENTY AND XX/100 DOLLARS (\$22,770.00).

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

SECTION 1. That the City of Sandusky having advertised for bids on behalf of the City of Huron and other entities, has provided a final bid tabulation indicating the lowest and best bid for each chemical and that based on that tabulation, the City Manager is authorized and directed to award the bid to and enter into an agreement with Brenntag Great Lakes for the purchase of 15,000 Gallons of Sodium Hydroxide in an amount not to exceed Twenty-Two Thousand Seven Hundred Seventy and XX/100 Dollars (\$22,770.00). The City of Sandusky bid tabulation is attached hereto as Exhibit "A" 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 from and immediately after its adoption.

Monty Tapp, Mayor

ATTEST:

Clerk of Council

ADOPTED:

[illegible]

Chemicals for Calendar Year 2026
City of Sandusky, Huron, and Erie County

Contract	Chemical	Unit	Quantity	Alexander Chemicals LaPorte, IN	Applied Specialties Avon Lake, OH	Bonded Chemicals Columbus, OH	Brenntag Great Lakes Wawatosa, WI	Carbon Actived Compton, CA	Chemrite Buford, GA	Chemtrade Chemicals Parsippany, NJ	Jacobi Carbons Columbus, OH	JCI Jones Chemicals Barberton, OH	Kemira Water Solutions Lawrence, KS	Pencco San Felipe, TX	Polydyne Riceboro, GA	Shannon Chemical Malvern, PA
1	Liquid Sodium Permanganate (NaMnO ₄) (Bid 1 of 2)	Gallons	12,000			8.7523			8.0890							9.2400
						105,027.6000			97,068.0000							110,880.0000
2	Hydrofluosilicic Acid (H ₂ SiF ₆) (Bid 1 of 3)	Gallons	17,000	3.0900		2.6600								3.5200		
				52,530.0000		45,220.0000								59,840.0000		
3	Sodium Hydroxide Liquid (NaOH) (Bid 1 of 3)	Gallons	50,000	3.8100		2.5943	2.4563					2.3925				
				190,500.0000		129,715.0000	122,815.0000					119,625.0000				
4	Sodium Hypochlorite (NaOCl) (Bid 1 of 2)	Gallons	90,000	1.7650		1.5900										
				158,850.0000		143,100.0000										
5	Aluminum Sulfate Polymer Blend - Liquid (Type One) (AL ₂ (SO ₄) ₃)	Gallons	110,500		728.0000											
		Wet Tons	600		436,800.0000											
6	Powdered Activated Carbon (PAC) (Bid 1 of 3)	Pounds	155,000			1.3490	1.3500	1.1900	1.2550		1.0900					
						209,095.0000	209,250.0000	184,450.0000	194,525.0000		168,950.0000					
7	Ferrous Chloride Solution (FeC12) (Bid 1 of 3)	Pounds	350,000			1.1420							1.6530			
						399,700.0000						578,550.0000				
8	Polymer - Liquid (Bid 1 of 2)	Pounds	88,000												1.7000	
															149,600.0000	
9	Aluminum Sulfate Polymer Blend - Liquid (Type One) (AL2(SO4)3) WPC	Gallons	10,000		728.0000					797.0000						
		Wet Tons	275		200,200.0000					219,175.0000						
10	Ferrous Chloride Solution (FeC12) (Bid 3 of 3)	Gallons	30,000			1.2047							1.8040			
						36,141.0000						54,120.0000				
11	Sodium Aluminate - Liquid	Gallons	8,000		6.5100											
		Gallon Totes	300		52,080.0000											
12	Sodium Bisulfate Solution (Reducite)	Gallon Totes	9,000	2.4000		2.6300										
				21,600.0000		23,670.0000										
		Gallon 15T Drum	900			2.6300										
						2,367.0000										
13	Sodium Hypochlorite (NaOCl) (Bid 2 of 2)	Gallon Totes	9,750			2.1800										
						21,255.0000										
		Gallon Drums 15	6,000			2.5300										
						15,180.0000										
14	Polymer Liquid	Pounds	12,000												1.7000	
															20,400.0000	
15	Liquid Chlorine (CL ₂) (Bid 2 of 2)	Pounds	28,000			1.4700						169.0000				
						41,160.0000						31,544.8000				
16	Powdered Activated Carbon (PAC) (Bid 3 of 3)	Tons	12			2,600.0000	3,120.0000	2,600.0000	2,664.0000		2,660.0000					
						31,200.0000	37,440.0000	31,200.0000	31,968.0000		31,920.0000					
17	Sodium Hydroxide Liquid (NaOH) (Bid 2 of 2)	Gallons	15,000	4.1400		1.7150	1.5180									
				62,100.0000		25,725.0000	22,770.0000									
18	Aluminum Chlorhydrate Polymer Blend - Liquid (Al ₂ (OH) ₅ Cl)	Gallons	12,000		11.2200					7.7700						
					134,640.0000					93,240.0000						
19	Hydrofluosilicic Acid (H ₂ SiF ₆) (Bid 3 of 3)	Gallons	6,000	3.1100		2.9350								4.2100		
				18,660.0000		17,610.0000								25,260.0000		
20	Liquid Sodium Permanganate (NaMnO ₄) (Bid 2 of 2)	Gallons	4,000			9.1762			9.0570							9.8400
						36,704.8000			36,228.0000							39,360.0000
				Bid Bond	Bid Bond	Bid Bond		Bid Bond	Bid Bond	Bid Bond	Bid Bond	Bid Bond	Bid Bond	Bid Bond	Bid Bond	Bid Bond
				Alexander Chemicals LaPorte, IN	Applied Specialties Avon Lake, OH	Bonded Chemicals Columbus, OH	Brenntag Great Lakes Wawatosa, WI	Carbon Actived Compton, CA	Chemrite Buford, GA	Chemtrade Chemicals Parsippany, NJ	Jacobi Carbons Columbus, OH	JCI Jones Chemicals Barberton, OH	Kemira Water Solutions Lawrence, KS	Pencco San Felipe, TX	Polydyne Riceboro, GA	Shannon Chemical Malvern, PA

Denotes Mathematical Error



TO: Mayor Tapp and City Council
FROM: Jack Evans
RE: Resolution No. 86-2025 (*submitted by Jack Evans*)
DATE: November 25, 2025

Subject Matter/Background

The combined purchasing power of the City of Sandusky, the City of Huron, and Erie County in the purchase of water treatment chemicals allows for a decreased expense as opposed to the cost should each entity purchase the identical product on their own. Therefore, on behalf of the City of Huron and other entities, the City of Sandusky conducted a bid for the purchase of Water Treatment Chemicals and has provided all entities with the final bid tabulation indicating the apparent low bidders for each chemical. The City of Huron Water Filtration Plant will purchase a total of six chemicals from **4** vendors through this bid."

Resolution No. 86-2025 JCI Jones Chemicals Inc.: For the purchase of 14 tons of Chlorine in an amount not to exceed \$31,544.80. A copy of the 2025 Chemical Bid Form and Tabulation is attached hereto as Exhibit 1.

Pricing History for 14 Tons Chlorine

2020 - \$12,339
2021 - \$10,360
2022 - \$24,452
2023 - \$54,320
2024 - \$35,000
2025 - \$33,099
2026 - \$31,545

Financial Review

The 2026 budget will include the total cost not to exceed \$260,782 for all chemical contracts in the Water Fund (Fund 604). For comparison purposes, 2021 actual cost was approximately \$107,000, 2022 actual cost was approximately \$145,000, 2023 actual cost was approximately \$163,000, 2024 actual cost was approximately \$199,000, 2025 estimated cost is approximately \$225,000 and 2026 projections are expected to total approximately \$260,000.

Account: 604-5210-54042

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. 86-2025 is in order.

[Resolution No. 86-2025 JCI Jones Chemicals Inc \\$31,544.80.docx](#)

[2026 Chemical Bids - Huron .png](#)

[Bld Tabulation_Chemicals FY26.pdf](#)

RESOLUTION NO. 86-2025

Introduced by Matt Grieves

A RESOLUTION AUTHORIZING THE CITY MANAGER TO AWARD THE BID TO AND ENTER INTO AN AGREEMENT WITH JCI JONES CHEMICALS INC. FOR THE PURCHASE OF WATER TREATMENT CHEMICALS IN AN AMOUNT NOT TO EXCEED THIRTY-ONE THOUSAND FIVE HUNDRED FORTY-FOUR AND 80/100 DOLLARS (\$31,544.80).

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

SECTION 1. That the City of Sandusky having advertised for bids on behalf of the City of Huron and other entities, has provided a final bid tabulation indicating the lowest and best bid for each chemical and that based on that tabulation, the City Manager is authorized and directed to award the bid to and enter into an agreement with to JCI Jones Chemicals for the purchase of 14 Tons of Chlorine in an amount not to exceed Thirty-One Thousand Five Hundred Forty-Four and 00/100 Dollars (\$31,544.00). The City of Sandusky bid tabulation is attached hereto as Exhibit "A" 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 from and immediately after its adoption.

Monty Tapp, Mayor

ATTEST:

Clerk of Council

ADOPTED:

[illegible]

Chemicals for Calendar Year 2026
City of Sandusky, Huron, and Erie County

Contract	Chemical	Unit	Quantity	Alexander Chemicals LaPorte, IN	Applied Specialties Avon Lake, OH	Bonded Chemicals Columbus, OH	Brenntag Great Lakes Wawatosa, WI	Carbon Actived Compton, CA	Chemrite Buford, GA	Chemtrade Chemicals Parsippany, NJ	Jacobi Carbons Columbus, OH	JCI Jones Chemicals Barberton, OH	Kemira Water Solutions Lawrence, KS	Pencco San Felipe, TX	Polydyne Riceboro, GA	Shannon Chemical Malvern, PA
1	Liquid Sodium Permanganate (NaMnO ₄) (Bid 1 of 2)	Gallons	12,000			8.7523			8.0890							9.2400
						105,027.6000			97,068.0000							110,880.0000
2	Hydrofluosilicic Acid (H ₂ SiF ₆) (Bid 1 of 3)	Gallons	17,000	3.0900		2.6600								3.5200		
				52,530.0000		45,220.0000								59,840.0000		
3	Sodium Hydroxide Liquid (NaOH) (Bid 1 of 3)	Gallons	50,000	3.8100		2.5943	2.4563					2.3925				
				190,500.0000		129,715.0000	122,815.0000					119,625.0000				
4	Sodium Hypochlorite (NaOCl) (Bid 1 of 2)	Gallons	90,000	1.7650		1.5900										
				158,850.0000		143,100.0000										
5	Aluminum Sulfate Polymer Blend - Liquid (Type One) (AL ₂ (SO ₄) ₃)	Gallons	110,500		728.0000											
		Wet Tons	600		436,800.0000											
6	Powdered Activated Carbon (PAC) (Bid 1 of 3)	Pounds	155,000			1.3490	1.3500	1.1900	1.2550		1.0900					
						209,095.0000	209,250.0000	184,450.0000	194,525.0000		168,950.0000					
7	Ferrous Chloride Solution (FeC12) (Bid 1 of 3)	Pounds	350,000			1.1420							1.6530			
						399,700.0000						578,550.0000				
8	Polymer - Liquid (Bid 1 of 2)	Pounds	88,000												1.7000	
															149,600.0000	
9	Aluminum Sulfate Polymer Blend - Liquid (Type One) (AL2(SO4)3) WPC	Gallons	10,000		728.0000					797.0000						
		Wet Tons	275		200,200.0000					219,175.0000						
10	Ferrous Chloride Solution (FeC12) (Bid 3 of 3)	Gallons	30,000			1.2047							1.8040			
						36,141.0000						54,120.0000				
11	Sodium Aluminate - Liquid	Gallons	8,000		6.5100											
		Gallon Totes	300		52,080.0000											
12	Sodium Bisulfate Solution (Reducite)	Gallon Totes	9,000	2.4000		2.6300										
				21,600.0000		23,670.0000										
		Gallon 15T Drum	900			2.6300										
						2,367.0000										
13	Sodium Hypochlorite (NaOCl) (Bid 2 of 2)	Gallon Totes	9,750			2.1800										
						21,255.0000										
		Gallon Drums 15	6,000			2.5300										
						15,180.0000										
14	Polymer Liquid	Pounds	12,000												1.7000	
															20,400.0000	
15	Liquid Chlorine (CL ₂) (Bid 2 of 2)	Pounds	28,000			1.4700						169.0000				
						41,160.0000						31,544.8000				
16	Powdered Activated Carbon (PAC) (Bid 3 of 3)	Tons	12			2,600.0000	3,120.0000	2,600.0000	2,664.0000		2,660.0000					
						31,200.0000	37,440.0000	31,200.0000	31,968.0000		31,920.0000					
17	Sodium Hydroxide Liquid (NaOH) (Bid 2 of 2)	Gallons	15,000	4.1400		1.7150	1.5180									
				62,100.0000		25,725.0000	22,770.0000									
18	Aluminum Chlorhydrate Polymer Blend - Liquid (Al ₂ (OH) ₅ Cl)	Gallons	12,000		11.2200					7.7700						
					134,640.0000					93,240.0000						
19	Hydrofluosilicic Acid (H ₂ SiF ₆) (Bid 3 of 3)	Gallons	6,000	3.1100		2.9350								4.2100		
				18,660.0000		17,610.0000								25,260.0000		
20	Liquid Sodium Permanganate (NaMnO ₄) (Bid 2 of 2)	Gallons	4,000			9.1762			9.0570							9.8400
						36,704.8000			36,228.0000							39,360.0000
				Bid Bond	Bid Bond	Bid Bond		Bid Bond	Bid Bond	Bid Bond	Bid Bond	Bid Bond	Bid Bond	Bid Bond	Bid Bond	Bid Bond
				Alexander Chemicals LaPorte, IN	Applied Specialties Avon Lake, OH	Bonded Chemicals Columbus, OH	Brenntag Great Lakes Wawatosa, WI	Carbon Actived Compton, CA	Chemrite Buford, GA	Chemtrade Chemicals Parsippany, NJ	Jacobi Carbons Columbus, OH	JCI Jones Chemicals Barberton, OH	Kemira Water Solutions Lawrence, KS	Pencco San Felipe, TX	Polydyne Riceboro, GA	Shannon Chemical Malvern, PA

Denotes Mathematical Error

ORDINANCE NO. 2022-50
Introduced by William Biddlecombe

AN ORDINANCE AMENDING THE CITY OF HURON CODIFIED ORDINANCES TO ADD A NEW SECTION 121.03- ADMINISTRATIVE AUTHORITY AND POWERS TO CHAPTER 121 (COUNCIL); REPEALING AND AMENDING AND RESTATING CHAPTER 131 (CITY MANAGER) IN ITS ENTIRETY; REPEALING AND AMENDING AND RESTATING SECTION 159.05- NORMAL PURCHASE PROCEDURE AND SECTION 159.06- EMERGENCY PURCHASES OF CHAPTER 159 (DIVISION OF PURCHASING); PROVIDING FOR THE ANNUAL REVIEW OF THIS ORDINANCE BY COUNCIL; AND DECLARING AN EMERGENCY.

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

SECTION 1. That Chapter 121 (Council) of the Codified Ordinances of the City of Huron which currently reads as follows: (refer to Exhibit “A” attached), shall be and is hereby amended.

SECTION 2. That Chapter 121 (Council) of the Codified Ordinances of the City of Huron is hereby amended to add a new Section 121.03 – Administrative Authority and Powers to read as follows:

121.03 ADMINISTRATIVE AUTHORITY AND POWERS.

All members of Council and their staff shall:

- (a) Recognize the Charter role of the Mayor, Council, and City Manager, particularly in contracting, development projects, and incentives;
- (b) Support the integrity of the City's development processes and promote public trust by directing inquiries from developers related to financial assistance or land use approvals to the City Manager's Office so that they can be handled uniformly through transparent City administrative processes;
- (c) Set City funding and appropriation priorities in an open, transparent, and public manner; and
- (d) Report, without undue delay, to the City Manager, Ohio Ethics Commission, Law Director, Prosecutor, or other appropriate authority, conduct in the performance of official duties that is reasonably believed to violate the law or reasonably believed to violate any codes of conduct.

SECTION 3. That Chapter 131 (City Manager) of the Codified Ordinances of the City of Huron, which currently reads as follows: (refer to Exhibit “B” attached), shall be and is hereby repealed.

SECTION 4. That a new revised and restated Chapter 131 (City Manager) of the Codified Ordinances of the City of Huron is hereby amended and restated to read as follows:

CHAPTER 131

City Manager

131.01 Administrative authority and powers.

131.02 Performing duties of Clerk of Council.

CROSS REFERENCES

Appointment; removal - see CHTR. §4.01, 4.04

Duties - see CHTR. §4.02

Absence or disability - see CHTR. §4.03

Relation to Council - see CHTR. §4.05

Personal interest in contract - see CHTR. §5.08

City Manager exempt - see CHTR. §8.02

Community Development Director - see ADM. 155.01

Administrative Services Director - see ADM. 157.02

City Manager to act as Purchasing Agent for the City - see ADM. 159.01 et seq.

Normal Purchase Procedure - see ADM. 159.05

Emergency Purchase Procedure - see ADM. 159.06

Bond required - see ADM. 163.01

Manager to supervise urban renewal and redevelopment activities - see ADM. 191.04 et seq.

131.01 ADMINISTRATIVE AUTHORITY AND POWERS.

(a) The City Manager shall have full authority to prescribe and enforce administrative policy and procedure and to prescribe and enforce administrative rules and regulations for all departments, divisions, officers and employees of the City as the City Manager may deem necessary to the performance of the duties of the City Manager and to the efficient operation of the entire City government.

(b) The City Manager shall have full authority to prescribe the use of various forms and procedures for the conduct of the City's affairs. Further, the City Manager shall prescribe and/or approve the use of various reports and forms for the various departments, divisions, officers and employees, either regularly, or from time to time, for the City Manager's, the Mayor's or the Council's information and use.

(c) The City Manager may require the submission of regular or special reports from any department, division, office, officer or employee to be used in the administrative direction and control of the City.

(d) The City Manager shall have the power to make or delegate to department heads, rules and regulations to govern management practices.

(e) The City Manager is authorized and directed to amend and modify existing written agreements, and enter into and execute new written agreements by and on behalf of the City, without the approval of the City Council for the purposes, and subject to the limitations, set forth in Section 131.03.

(Ord. 2022-50. Passed 10-11-22.)

131.02 PERFORMING DUTIES OF CLERK OF COUNCIL.

The City Manager or the person(s) designated by the City Manager shall perform the duties of Clerk of Council during the disability or temporary absence of the Clerk. Such duties shall include those duties imposed upon the Clerk of Council by Section 2.12 of the Charter, ordinances of the City and laws of the State, and the authority to execute certificates in regard to transcripts submitted to bond counsel to obtain approving opinions for the issuance of notes and bonds of the City.

(Ord. 2022-50. Passed 10-11-22.)

131.03 CITY MANAGER ACTIVITIES

(a) The City Manager, in their capacity as chief administrative and Safety Services officer of the City, is hereby authorized and directed to take any and all actions, including executing contracts for and on behalf of the City, without the approval of the City Council, for the following purposes:

(1) Contracts for public improvements, provided that the expenditure per occurrence or series of occurrences does not exceed the amount set forth in Section 159.05(a);

(2) Contracts necessitated by emergency circumstances, as set forth in Section 159.06;

(3) License and vendor agreements for the reasonable and limited and/or incidental use and access of City property, including in and to the rights of way, provided that the access is for limited purposes and the contract does not extend beyond a period of one year;

(4) Agreements for the reasonable and limited use and access of City property for placement of banners and signage, as set forth in Chapter 1129;

(5) Agreements and/or granting permission to permit maintenance, repairs and replacements of infrastructure and/or improvements in the City right-of-way and/or on City property that pertain to then-existing easements, rights-of-way, or other conditions or encumbrances of record that grant property interests in and to City property;

(6) Undertake any and all other expenditures, transactions, and all other activities that serve to promote and permit the ongoing efficient daily operations and functions of the City that the City Manager deems to be in the best interest of the City and that, in the City Manager's discretion, may reasonably be transacted or undertaken without consent of the City Council, provided that the transaction does not exceed the amount set forth in Section 159.05(a) per occurrence or series of occurrences and the transaction will not extend beyond a period of one year provided, however, that there shall be no monetary limitations or caps for amendments to and modifications of existing written agreements, or entering into and executing new written agreements by and on behalf of the City, for power portfolio purchases pertaining to Huron Public Power and/or Huron Public Power customers due to the ever-changing, and occasionally volatile, nature of the energy markets.

(b) The City Manager shall not knowingly have any conflict of interest in violation of the Ohio Revised Code in any contract entered into as City Manager for and on behalf of the City.

(c) The City Manager is authorized to issue any and all permits or grant approvals required or permitted by then-existing Ordinances, including but not limited to permits for signage.

(Ord. 2022-50. Passed 10-11-22.)

SECTION 5. That Section 159.05– Normal Purchase Procedure and Section 159.06– Emergency Purchases of Chapter 159 (Division of Purchasing) of Chapter 159 of the Codified Ordinances of the City of Huron, which currently read as follows: (refer to Exhibit “C” attached), shall be and hereby are repealed in their entirety.

SECTION 6. That Section 159.05- Normal Purchase Procedure and Section 159.06- Emergency Purchase of Chapter 159 (Division of Purchasing) of the Codified Ordinances of the City of Huron, are hereby amended and restated to read as follows:

159.05 NORMAL PURCHASE PROCEDURE.

All purchases, other than emergency purchases or as otherwise provided in Section 159.03, shall be made in the following manner:

(a) The City Manager is authorized to amend and modify existing written agreements, and enter into and execute new written agreements by and on behalf of the City for expenditures not to exceed Twenty-Five Thousand Dollars (\$25,000.00) per occurrence or series of occurrences for any public improvement, or the purchase or lease of equipment, materials, and supplies, or to obtain professional or personal services or for any other lawful purpose, provided that a current appropriation supports such expenditure and, provided further that there shall be no monetary limitations or caps for amendments to and modifications of existing written agreements, or entering into and executing new written agreements by and on behalf of the City for power portfolio purchases pertaining to Huron Public Power and/or Huron Public Power customers due to the ever-changing, and occasionally volatile, nature of the energy markets. An expenditure exceeding Twenty-Five Thousand Dollars (\$25,000.00) per occurrence or series of occurrences shall not be divided to bring it within the provisions of this section. The City Manager shall notify Council of such expenditure at the next meeting of Council by way of the City Manager’s Report or other method of written communication (e.g., email).

(b) The City may expend up to Twenty-Five Thousand Dollars (\$25,000.00) per occurrence or series of occurrences with the approval of the City Manager or City Manager’s designee, and the Director of Finance, to the extent there are appropriations therefor, for any public improvement, or the purchase of equipment, materials, or supplies, or to obtain professional or personal services or for any other lawful purpose. The City Manager may designate approval to the Director of Finance for purchases made up to Three Thousand Dollars (\$3,000.00). These purchases must be encumbered, and a purchase order issued prior to receipt of services, materials or supplies and disbursement of funds.

(c) The City may expend between Twenty-Five Thousand Dollars (\$25,000.00) per occurrence or series of occurrences and up to Fifty Thousand Dollars (\$50,000.00) per occurrence or series of occurrences with the approval of the City Manager, or City Manager’s designee, and the Director of Finance, to the extent there are current

appropriations therefor, upon the prior approval of a majority of Council, which approval may be given by a motion and vote at any regular or special meeting of Council. Authorization provided by Council shall only be effective if all members of Council are provided a written explanation of the amount and purpose of the proposed expenditure prior to said motion and vote. The City Manager shall provide specifications to Council. Council may request the City Manager or department heads to attempt to obtain at least two quotations, as part of an informal bidding process. These purchases must be encumbered, and a purchase order issued prior to receipt of services, materials or supplies and disbursement of funds.

(d) All requests for the purchase of materials, supplies, or services shall come from the department head involved.

(e) Requests for materials, supplies or services shall be addressed to the City on a requisition form to be provided by the Office of the Director of Finance, or electronically submitted through the Director of Finance's designated software. All requests shall explicitly state the items or services desired.

(f) All requisitions shall be filed, approved, and stored in the Finance Department, which may be done electronically. In accordance with Section 6.12 of the Charter, purchases shall be made by written purchase order signed by the Purchasing Agent. Agreements for construction work shall be made by written contract. Agreements for personal services shall be made by written contract or appointment, signed by the City Manager, or City Manager's designee, acting as Purchasing Agent for the City.

(g) Purchase orders shall be on printed forms as prescribed by the City Manager and the Director of Finance. They shall bear consecutive numbers as to the date of issue.

(h) No purchase order or contract shall be valid as an obligation of the City unless it bears a certificate of the Director of Finance that the estimated amount thereof has been entered as an encumbrance in the City accounts against an allotment based on a valid appropriation.

(i) After the approval of requisitions and after the certificate of the Director of Finance has been signed, which may be electronically, stating that the funds are available for such purchase from the proper fund, the original purchase orders shall be issued to the vendor, supplier, or person rendering the required service.

(j) A second (carbon) copy of every purchase order shall be immediately posted to the encumbrance ledger and such sum shall be subtracted from the respective appropriate account. All second (carbon) copies or purchase orders shall be kept in numerical filing order in the custody of the Director of Finance, unless retained electronically.

(k) All vouchers and warrants for the disbursement of City funds shall bear the purchase order number authorizing such expenditure when so applicable. If there is a difference in the quoted purchase order price and the invoice or final price, such difference shall be reconciled immediately with the encumbrance ledger, with such explanation within the voucher as to difference in price as the Director of Finance or City Manager may require or deem advisable.

(l) The City Manager, together with the Director of Finance, shall sign all warrants, vouchers and checks or any contract involving the disbursement of City funds, which may be done electronically.

(Ord. 2022-50. Passed 10-11-22.)

159.06 EMERGENCY PURCHASES.

(a) Emergency purchases, without recourse to requisition or purchase procedure, may be made by certain authorized employees, including the City Manager, Director of Finance, or a department head, when such emergency action is necessary. Examples of such emergency situations would be in times of military or civil disaster or during periods of the day or night when the required officials would not be available to approve normal purchase procedure and when the unavailability of such officials to approve such purchases would adversely affect the best interest and the day-to-day operations of the City.

(b) When an emergency purchase is made by the City Manager or an authorized employee(s) of the City, a written explanation of such purchase shall be made to the Director of Finance within twenty-four (24) hours after such purchase is negotiated or made. The Director of Finance shall subsequently prepare and sign a purchase order for the emergency purchase, and it shall be filed in the manner prescribed in Section 159.05.


(Ord. 2022-50. Passed 10-11-22.)

SECTION 7. This Council expressly requests that the Clerk of Council place this litigation on the agenda as new business for discussion on the first meeting of each and every December, commencing in December 2023, to permit Council to evaluate the efficacy of this legislation and any modifications, amendments, or changes that Council may wish to entertain, if any.

SECTION 8. 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 9. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public health, safety and general welfare of the residents, and to ensure the sound fiscal administration of the City of Huron; **WHEREFORE**, this Ordinance shall take effect immediately upon its adoption.

ATTEST: 
Clerk of Council


Monty Tapp, Mayor

ADOPTED: 11 OCT 2022

CHAPTER 121

Council

121.01 Rules of Council.**121.02 Filling vacancies of Vice Mayor and Clerk of Council.**

CROSS REFERENCES

Membership; term; vacancies - see CHTR. §2.01, 2.04, 2.05
 Qualifications - see CHTR. §2.02
 Salary - see CHTR. §2.06
 Rules; journal - see CHTR. §2.07
 Powers - see CHTR. §2.08
 Meetings - see CHTR. §2.09
 Clerk of Council - see CHTR. §2.12
 City Manager performing duties of Council Clerk - see ADM. 131.02
 Urban renewal action - see ADM. 191.08

121.01 RULES OF COUNCIL.

I. **MEETINGS.** The regular meetings of Council shall be held in the Council Chambers of the Municipal Building at 6:30 p.m. on the second and fourth Tuesdays of each and every calendar month. Special meetings of Council may be called by the Mayor or by any three members of Council by having the Clerk serve written notice of the call of such meeting upon each member of Council and upon the Mayor, in person or by delivering a copy thereof to the usual place of residence of such persons not less than twelve hours prior to the holding of such meeting. Such notice shall specify the time and place of the holding of such meeting.

Regular work sessions open to the public shall be held in the Council Chambers of the Municipal Building at 6:30 p.m. on the first and third Tuesday of each month, unless a special Council meeting has been called for such day and time, as hereinabove provided, in which event the work session shall be convened immediately following the adjournment of the special meeting.

The Clerk of Council shall, as soon as possible, and on or before January 1 annually thereafter, cause to be published in a newspaper of general circulation in Huron, Ohio, a calendar of the regularly scheduled regular meetings of Council and the regularly scheduled work sessions of Council to be held as hereinabove provided during the succeeding twelve months.

The Clerk of Council shall maintain a current list of the names of the news media who have requested, in writing, notification of special meetings of the Council, and in the event of the scheduling of such a special meeting, the Clerk of Council shall, no later than twenty-four hours prior to the commencement of such special meeting, advise the news media who have requested notification, stating the time, place and stated purpose of the special meeting. Where practical, such notification shall be made in writing by first class mail addressed to such news media at the addresses provided by them to the Clerk of Council. In emergency situations where twenty-four hour notice is not possible, the Clerk of Council shall cause to be made oral notification to such news media representatives by telephone and shall record the fact of such notice in a statement to be attached to the minutes of the meeting.

Upon payment of an annual fee in the amount of ten dollars (\$10.00) on or before January 1 of any year, any person may receive notice of all meetings of the Huron, Ohio City Council.
 (Ord. 2005-42. Passed 9-13-05.)

II. **HOLIDAY MEETINGS.** When any regular Council meeting or any regular work session falls due on a legal holiday, or an election day, Council shall meet in regular session or regular work session on the day following, at the place and time set forth in paragraph I above.

III. **JOURNAL.** The Clerk of Council shall keep a written journal of the proceedings of all regular and special Council meetings, which journal shall be promptly recorded and open to public inspection. The journal shall only reflect the general subject matter of discussions held in executive sessions. (Ord. 1975-64. Passed 11-24-75.)

IV. OPEN PROCEEDING. The Mayor shall take the chair at the time appointed for Council to meet, and shall immediately call the members to order; he shall then cause the journal of the preceding session to be read and disposed of, unless otherwise ordered by Council. In the absence of the Mayor, the Vice Mayor of Council shall perform such duties as are imposed upon the Mayor. In the absence of both the Mayor and Vice Mayor of Council, Council may appoint a temporary chairman or President of Council.

V. PRESIDING OFFICERS. The Mayor shall preserve order and decorum, and confine members in debate to the question. He may in common with any other member call any member to order who shall violate any of the rules, and shall, when in the chair, decide all questions of order, subject to any appeal to Council on the demand of two members. On such appeal there shall be no debate, but the member making the appeal may briefly state his reasons for the same, and the presiding officer shall have the same right to a similar statement. The Director of Law shall function as Parliamentarian when requested by the presiding officer.

VI. STANDING COMMITTEES. Standing committees shall be created by motion of any Council member approved by a majority of the members of Council.

The Mayor shall appoint two members to each standing committee immediately following the approval of the motion creating such committee.

The Mayor may at any time remove any member or members of any standing committee and appoint a new member or members of such committee to serve in place of such member or members so removed. (Ord. 1962-20. Passed 7-23-62.)

VII. ORDER OF BUSINESS. The business of the regular meetings of Council shall be transacted in the following order:

1. Roll call;
2. Reading or disposal of the minutes;
3. Old business;
4. New business;
5. City Manager's discussion and reports;
6. Mayor's discussion;
7. Adjournment.

The presiding officer of Council may at any time permit a member to introduce an ordinance, motion or resolution out of the regular order for the same, unless the same be objected to by a majority of the members present. (Ord. 1976-28. Passed 9-27-76.)

VIII. VOTING. Although it is the duty of each Council member to vote on each issue before the Council, a member may abstain, without explanation, if the member states that there is a potential or actual conflict of interest. There is no requirement that the member who abstains obtain the approval or consent of other Council members before that abstention. Any member who refuses to vote on any question when the yeas and nays are being taken, without recognizing the existence of a potential or actual conflict of interest will be deemed guilty of contempt of Council, and may for such contempt be censured by a majority vote of Council.

Roll call voting may be used to place the vote of the individual members on the record. Roll call votes are required to go into Executive Session for the limited purposes defined in Ohio R.C. 121.22 (G). There is no requirement to vote to come out of an Executive Session.

(Ord. 2010-34. Passed 9-14-10.)

IX. REPORTS OF COMMITTEE. The report of any committee of Council or Municipal officer, upon matters referred by Council, shall be made in writing and shall be accompanied by the original papers upon which such report is based, unless otherwise ordered by Council.

If any matters referred by Council to any committee or officer, are not reported upon within two weeks from the time of such reference, such matter shall be brought to the attention of Council by the Clerk, and Council shall take such further action in the premises as it may deem best.

X. MOTIONS, WHEN DEBATABLE; WITHDRAWAL. All motions shall be placed before Council for its consideration without the necessity for a second thereto.

When a motion is made, it shall be stated by the presiding officer before any debate shall be in order. Any such motion, and any amendment thereto, may be withdrawn by the movers thereof at any time before decisions, if a majority of the members then present shall agree thereto.

XI. DIVISION OF QUESTION. Any member may call for a division of the question, or the presiding officer may direct the same, and in either case, the same shall be divided if it comprehends questions so distinct that one being taken away, the other will stand as an entire question for decision.

XII. TO REFER; PRECEDENCE. When there is a question of referring a given subject to a standing committee, or to a select committee, the question of reference to a standing committee shall be put first.

XIII. TO ADJOURN. The motion to adjourn shall always be in order, unless Council is engaged in voting, and the motion to adjourn or to lay on the table, or for the previous question, shall be decided without debate.

XIV. SUBSIDIARY; ORDER OF PRECEDENCE. When a question or proposition is before Council, or under debate, no motion shall be received except the following:

1. To adjourn;
2. To lay on the table;
3. For the previous question;
4. To postpone to a certain day;
5. To commit;
6. To amend;
7. To postpone indefinitely.

The several motions shall have precedence in the order in which they are herein arranged.

XV. INTRODUCTIONS. Ordinances and resolutions shall be introduced only by members of the Council present, except such ordinances and resolutions as may be presented to Council upon written recommendation of some committee of Council or as provided by the City Charter.

XVI. REFERENCE TO COMMITTEE ON RULES AND ORDINANCES. All ordinances of a general or permanent nature, except the ordinances for appropriation, before their final passage, may be referred to the Committee on Rules and Ordinances. It shall be the duty of such Committee as to any ordinance so referred to it, to carefully compare the same with all existing ordinances, upon the subject matter, and it shall report thereon any discrepancy or conflict which may exist therewith. It shall also examine and report upon the form of such discrepancy or conflict or to correct error in form. If any amendment shall be made to any ordinance after the Committee has reported thereon the ordinance may before its final passage be recommitted to such Committee for further report thereon.

XVII. REFERENCE TO COMMITTEES. Any report, resolution, ordinance or matter before Council for consideration, except appropriation ordinances, before their final passage may be referred to a committee specially appointed by the Mayor. Any such committee shall consider the matter thus referred to it and report thereon to Council without unnecessary delay. Any matter referred to a committee may be taken from the hands of such committee for consideration by a two-thirds vote of Council at any time prior to report of such committee.

XVIII. APPEARANCES BEFORE COUNCIL. Any person, group or delegation wishing to appear before Council at any regular or special Council meeting shall direct a letter to the Clerk of Council in such time that he will receive it not less than forty-eight hours before the time of the Council meeting. The letter shall clearly state the purpose of the appearance and the approximate number of persons who will appear in the group.

XIX. DEBATES AND DISCUSSIONS. No member of Council while Council is in session shall engage in debate or discussion with any one save another member of Council or the Mayor or some person who has either been granted by Council the privilege to address Council or is present at a Council meeting on invitation of Council. All such debate or discussion shall be governed by Robert's Rules of Order.

XX. HEARINGS. If any elector or electors or taxpayers of the City or any other person or persons desire a hearing on any matters pending before Council, application may be made therefor to Council and Council may by a two-thirds vote grant such public hearing by arranging for a special time and place therefor which must not be during any regular or special meeting of Council.

XXI. RESIGNATION. The resignation of a member of Council shall not take effect until the same has been accepted by a vote of the majority of the members exclusive of the person tendering the resignation.

XXII. ROBERT'S RULES OF ORDER. In the absence of any rule upon the matter of business, Council shall be governed by Robert's Rules of Order.

XXIII. AMENDMENTS. These rules may be amended or altered or new rules adopted by a vote of the majority of all the members elected at any meeting of Council, on the report of a committee to which the subject has been referred at a previous meeting.

XXIV. SUSPENSION OF RULES. These rules or any of them may be temporarily suspended at any meeting of Council, by a concurrent vote of the majority of all members elected, except when a greater number is required by law or by these rules. The vote on such suspension shall be taken by the yeas and nays and entered

on the journal. In case any rule herein shall not have been adhered to by Council, the same shall be regarded as having been suspended. (Ord. 1962-20. Passed 7-23-62.)

121.02 FILLING VACANCIES OF VICE MAYOR AND CLERK OF COUNCIL.

(a) A vacancy in the office of Vice Mayor shall be filled within thirty days by Council selecting from among its members one to serve as Vice Mayor to fill such office for the unexpired term of his predecessor.

(b) A vacancy in the office of Clerk of Council shall be filled within thirty days, by a majority vote of the members of Council, selecting from outside its membership one to serve as Clerk of Council to fill such office for the unexpired term of his predecessor.

(Ord. 1970-26. Passed 4-27-70.)

CHAPTER 131**City Manager****131.01 Administrative authority and powers.****131.02 Performing duties of Clerk of Council.****CROSS REFERENCES**

Appointment; removal - see CHTR. §4.01, 4.04

Duties - see CHTR. §4.02

Absence or disability - see CHTR. §4.03

Relation to Council - see CHTR. §4.05

Contract interest - see CHTR. §5.08

City Manager exempt - see CHTR. §8.02

Community Development Director - see ADM. 155.01

Administrative Services Director - see ADM. 157.02

City Manager to act as Purchasing Agent for the City - see ADM. 159.01 et seq.

Bond required - see ADM. 163.01

Manager to supervise urban renewal and redevelopment activities - see ADM. 191.04 et seq.

131.01 ADMINISTRATIVE AUTHORITY AND POWERS.

The City Manager shall have full authority to prescribe and enforce administrative policy and procedure and to prescribe and enforce administrative rules and regulations for all departments, divisions, officers and employees of the City as he may deem necessary to the performance of his duties as City Manager and to the efficient operation of the entire City government.

The City Manager shall have full authority to prescribe the use of various forms and procedures as he shall approve for the conduct of the City's affairs. Further, he shall prescribe and/or approve the use of various reports and forms for the various departments, divisions, officers and employees, either regularly, or from time to time, for his, the Mayor's or the Council's information and use.

He may require the submission of regular or special reports from any department, division, office, officer or employee to be used in the administrative direction and control of the City.

The City Manager shall have the power to make or delegate to department heads, rules and regulations to govern management practices. (Ord. 1962-20. Passed 7-23-62.)

131.02 PERFORMING DUTIES OF CLERK OF COUNCIL.

The City Manager shall perform the duties of Clerk of Council during the disability or temporary absence of the Clerk. Such duties shall include those duties imposed upon the Clerk of Council by Section 2.12 of the Charter, ordinances of the City and laws of the State, and the authority to execute certificates in regard to transcripts submitted to bond counsel to obtain approving opinions for the issuance of notes and bonds of the City.

(Ord. 1976-37. Passed 11-22-76.)

CHAPTER 159**Division of Purchasing**

- 159.01 Creation and composition.**
- 159.02 Agent's general purchasing power.**
- 159.03 Formal bidding requirements.**
- 159.04 Manager may seek Council approval.**
- 159.05 Normal purchase procedure**
- 159.06 Emergency purchases.**
- 159.07 Design professional selection law waived.**

CROSS REFERENCES

Purchasing agency established - see CHTR. §5.05
 Competitive bidding - see CHTR. §5.06
 Contracts - see CHTR. §5.07 et seq.
 Purchasing procedure - see CHTR. §6.12
 Division established; head - see ADM. 157.01

159.01 CREATION AND COMPOSITION.

There is hereby created a Division of Purchasing which shall be composed of the Purchasing Agent as established by Section 5.05 of the City Charter. The City Manager, or his designee, shall act as Purchasing Agent for the City.

(Ord. 2010-16. Passed 5-25-10.)

159.02 AGENT'S GENERAL PURCHASING POWER.

Unless otherwise provided for in this chapter, the Purchasing Agent shall make all purchases and contracts for the purchase of supplies, materials and equipment required by the City. (Ord. 2010-16. Passed 5-25-10.)

159.03 FORMAL BIDDING REQUIREMENTS.

(a) The City shall procure expenditures in accordance with the bidding requirements set forth in Ohio R.C. 735.05, except as otherwise provided in this Chapter or by separate ordinance of Council.

(b) In all circumstances, the Council reserves the right to reject any and all bids and to waive informalities in bidding.

(c) In all cases of expenditures exceeding bidding threshold set forth in Ohio R.C. 735.05, the requirements of division (a) of this Section may be waived by Council if the expenditure falls within one of the following categories. In all cases, the purchase shall be approved by Council.

- (1) Purchase from the State under Ohio R.C. 125.04 or 5513.01.
- (2) Purchase from a governmental body.
- (3) Purchase of professional service.
- (4) Emergency purchases.
- (5) Purchases incapable of being competitively bid, such as sole source providers.
- (6) Purchases from another supplier upon equivalent terms, conditions, and specifications but a lower price than is offered by the State under Ohio R.C. 124.04(c).

(d) In cases of public disaster, declared by Council resolution adopted by unanimous vote of those members present, provided that a quorum is present, any purchase may be made in the open market.

(e) The City may prepare "blanket" certificates in accordance with ORC Section 5705.41, not to exceed current appropriations and \$100,000 for each "blanket" certificate.

(Ord. 2019-18. Passed 8-27-19.)

159.04 MANAGER MAY SEEK COUNCIL APPROVAL.

The approval of the City Council of any purchase, irrespective of the amount involved, shall be required when ordered by the City Manager.

(Ord. 2010-16. Passed 5-25-10.)

159.05 NORMAL PURCHASE PROCEDURE.

All purchases, other than emergency purchases or as otherwise provided in Section 159.03, shall be made in the following manner:

- (a) The City may expend up to twenty-five thousand dollars (\$25,000) with the approval of the City Manager or his designee, and the Director of Finance, to the extent there are appropriations therefor, for any public improvement, or the purchase of equipment, materials, or supplies, or to obtain professional or personal services or for any other lawful purpose. The City Manager may designate approval to the Director of Finance for purchases made up to three thousand dollars (\$3,000.00). These purchases must be encumbered, and a purchase order issued prior to receipt of services, materials or supplies and disbursement of funds.
- (b) The City may expend between twenty-five thousand dollars (\$25,000) and up to fifty thousand dollars (\$50,000) with the approval of the City Manager, or his designee, and the Director of Finance, to the extent there are current appropriations therefor, upon the prior approval of a majority of Council, which approval may be given by a motion and vote at any regular or special meeting of Council. Authorization provided by Council shall only be effective if all members of Council are provided a written explanation of the amount and purpose of the proposed expenditure prior to said motion and vote. The City Manager or Purchasing Agent shall provide specifications to Council. Council may request the City Manager or department heads to attempt to obtain at least two quotations, as part of an informal bidding process. These purchases must be encumbered, and a purchase order issued prior to receipt of services, materials or supplies and disbursement of funds.
- (c) All requests for the purchase of materials, supplies, or services shall come from the department head involved.
- (d) Requests for materials, supplies or services shall be addressed to the Purchasing Agent on a requisition form to be provided by the Office of the Director of Finance, or electronically submitted through the Director of Finance's designated software. All requests shall explicitly state the items or services desired.
- (e) All requisitions shall be filed, approved, and stored in the Finance Department, which may be done electronically. In accordance with Section 6.12 of the Charter, purchases shall be made by written purchase order signed by the Purchasing Agent. Agreements for construction work shall be made by written contract. Agreements for personal services shall be made by written contract or appointment, signed by the City Manager, or his designee, acting as Purchasing Agent for the City.
- (f) Purchase orders shall be on printed forms as prescribed by the City Manager and the Director of Finance. They shall bear consecutive numbers as to the date of issue.
- (g) No purchase order or contract shall be valid as an obligation of the City unless it bears a certificate of the Director of Finance that the estimated amount thereof has been entered as an encumbrance in the City accounts against an allotment based on a valid appropriation.
- (h) After the approval of requisitions and after the certificate of the Director of Finance has been signed, which may be electronically, stating that the funds are available for such purchase from the proper fund, the original purchase orders shall be issued to the vendor, supplier, or person rendering the required service.
- (i) A second (carbon) copy of every purchase order shall be immediately posted to the encumbrance ledger and such sum shall be subtracted from the respective appropriate account. All second (carbon) copies or purchase orders shall be kept in numerical filing order in the custody of the Director of Finance, unless retained electronically.
- (j) All vouchers and warrants for the disbursement of City funds shall bear the purchase order number authorizing such expenditure when so applicable. If there is a difference in the quoted purchase order price and the invoice or final price, such difference shall be reconciled immediately with the encumbrance ledger, with such explanation within the voucher as to difference in price as the Director of Finance or City Manager may require or deem advisable.
- (k) The City Manager, together with the Director of Finance, shall sign all warrants, vouchers and checks or any contract involving the disbursement of City funds, which may be done electronically.

(Ord. 2019-18. Passed 8-27-19.)

159.06 EMERGENCY PURCHASES.

Emergency purchases, without recourse to requisition or purchase procedure, may be made by the City Manager, Director of Finance, Purchasing Agent, a department head, when such emergency action is necessary. Examples of such emergency situations would be in times of military or civil disaster or during periods of the day or night when the required officials would not be available to approve normal purchase procedure and when the unavailability of such officials to approve such purchases would adversely affect the best interest and the day-to-day operations of the City. When an emergency purchase is made by any of the authorized employee(s) of the City, a written explanation of such purchase shall be made to the Purchasing Agent of the City within

twenty-four (24) hours after such purchase is negotiated or made. The Purchasing Agent and Director of Finance shall subsequently prepare and sign a purchase order for the emergency purchase and it shall be filed in the manner prescribed in Section 159.05.

(Ord. 2010-16. Passed 5-25-10.)

159.07 DESIGN PROFESSIONAL SELECTION LAW WAIVED.

(a) The provisions of Ohio R.C. 153.65 through 153.71 shall not be applicable in the City.

(b) In addition to meeting existing ordinances and Charter provisions as to contracts and purchases, the City Manager is authorized to establish such further procedures as are deemed to be in the City's best interests for the selection of design professionals.

(Ord. 2010-16. Passed 5-25-10.)
