



CITY OF HURON
CITY MANAGER'S REPORT

January 19, 2024

Matthew Lasko, City Manager

ECONOMIC/COMMUNITY DEVELOPMENT

ConAgra: See the "Projects Out to Bid" section for further details.

Two Rivers: The public hearing at City Council related to Phase I PUD has been completed. At the next Council meeting on Tuesday July 11th, the Council will consider the PUD request as well as the Development Agreement for Phase I. If approved, developers can move forward with plans to commence construction on the twenty-seven (27) homes comprising Phase I. Additional Phases of the project will require Planning Commission and Council approval.

Norfolk Southern Holdings: Per Norfolk, the lease with Carmuese expires in early 2024 and neither party desires to renew it. As such, Carmuese continues to work on site cleanup as required by the lease. Upon vacation, Norfolk Southern will be working with the City to ultimately facilitate the sale and development of their waterfront acreage.

The process for the demolition of the lime plant and associated structures has commenced. A pre-demolition meeting was held with relevant local authorities and requirements communicated. The main contractor will deliver a planned schedule to have this site cleared by the end of their lease which expires on April 30th, 2024.

Oster's: The City continues to work diligently with our non-profit partners to continue relocation efforts for residents at the park. To date, all twenty-seven (27) households have physically relocated. Per our statistics, 25 have relocated permanently and 2 have relocated temporarily which will become permanent in the next 5-10 days.

The City has commenced demolition activity on vacant units on site, more specifically, those homes owned by the City, Oster's Mobile Home Park, LLC, or Robert P. Day individually. To date, twenty-four (24) mobile homes have been demolished and the two-family house on site has also been demolished and in process of being cleared now that the asbestos abatement is completed. There are currently no structures remaining on site. Based on this status, the City and the Seller's are looking to schedule a closing and property transfer likely in the next 1-2 weeks.

Townhomes: The Planning Commission last week approved the site plan for the eventual construction of fourteen (14) market-rate townhomes to be constructed on the private vacant lot on the west side of Main Street across from the Comfort Inn. This type of development is supported by both the Vision 2020 Masterplan and the soon to be recommended downtown/Mainstreet Masterplan.

The City has received plan sets and legal descriptions for this project. Additionally, the City and property owner will need to terminate an existing access agreement allowing the City to utilize the site for certain events. Additionally, the property owner needs an easement from the City for ingress/egress purposes on the southern portion of the property – essentially allowing the project to utilize an existing City curb cut as the means of exiting the planned residential development. That agreement is currently being drafted.

INFRASTRUCTURE/STREETS/UTILITIES/IT

Potholes: Our Streets Department has been working on filling in various potholes throughout the City.

Jetting of Sewer Lines: Our Streets Department has been jetting out sewer lines on Magnolia Rd., Lincoln Ave., Cleveland Rd. E., and Marina Drive.

Salting/Plowing: Salting and plowing went well over the Martin Luther King holiday weekend, and our Streets Department did an amazing job of keeping our roads clear through the snow event occurring on January 19th.

Thanks to our crews for working to keep the road passable during this current storm. Crews worked through the night and did a great job.

Rt 6 Phase II: Staff finally received a letter of intent from the Ohio Department of Transportation to allow a 100ft LA Break adjacent to Liberty Ave on Rt6. This break will allow the City to move ahead with planning and resident engagement for a proposed roundabout on Rt6 at Liberty Ave. This project would also close Jim Campbell Blvd at Center St, remove the unwarranted light at Center and Rt6 and add a multi-modal pathway on Jim Campbell. The roundabout will take Rt6 from a two-lane road down to single lane road east of the walk-bridge, slowing traffic coming into town.

An RFQ was issued for a partner to assist in Design and Bidding services for this project. Please see "Projects out to Bid" section for further details.

East Side Sidewalks: This project is slated for 2024 construction. The City has been granted the required easements to complete the segment of sidewalk on the northside of Rt6, between Gateway and Anchorage. We would like to thank our residents and Beachwood Cove HOA for working with the City to allow us to install this critical portion of the sidewalk. It is intended to bid this out at the same time as the main sidewalk project.

A bid was advertised for construction of the North portion of this sidewalk project between Gateway and Anchorage. Please see "Projects out to Bid" section for further details.

Pavement Condition and 2023+ Resurfacing: This project is out to bid and has an estimated construction window from April through the end of June 2024, weather cooperating. Staff will reach out to the relevant HOA's to provide an update. Please see "Projects out to Bid" section for further details.

Bike Lane Repainting: This project went out to bid on April 24th, 2023, and closed May 11th, 2023. We received two bidders, but unfortunately both were outside the 10% allowance of engineers estimate. Both bids were rejected. Staff will analyze why the delta between the estimate and bids was so wide.

Huron Public Power Expansion Phase 1: This phase will see expansion of Huron Public Power's distribution service area under the tracks and to the west end of Sawmill Parkway. See the "Projects Out to Bid" section for further details.

Huron Public Power Rate Study: Staff engaged Sawvel and Associates of Findlay, OH to carry out a rate study for HPP. This cost-of-service study will look at our distribution and capital costs, along with our revenue history and projections to ensure this utility is efficient and can keep expanding to serve other businesses and start serving residents.

Huron Public Second Source: Staff are working with American Municipal Power (Transmission) – AMPT, to install a second 69kV transmission line to our existing substation on Rye Beach Road. This will provide a redundant electric supply for our distribution system and there for our customers.

Website: Six vendors presented, and the committee narrowed these options down to three for a deeper dive. In August, the final three carried out in-depth presentations and took question and answer sessions. After final voting, [Revize](#) of Troy, Michigan was selected, and a proposal has been approved by Council. Work has commenced on the website, and we hope to unveil in 2024.

Quiet Zone: The City has received the updated quiet zone study from our consultant. Given the amount of data in the report, this report was emailed to Council for reviewing during the week of January 15th. Staff and Council plan to hold a work session on February 27th to review and talk through the results. As always, the public is encouraged to attend this work session.

ZONING/CODE/PLANNING

Coastal Management Assistance Grants: See the "Projects Out to Bid" section for further details.

Designated Outdoor Refreshment Area: As part of the main street/downtown plan – we heard from many folks about the desire to have a designated outdoor refreshment area, also referred to as a DORA, in Huron. DORA's are governed by the State of Ohio and have recently been approved in Sandusky, Milan, and Port Clinton. Staff has met internally to begin discussing the possibility of such an area within the City and begin to understand the potential safety and operational challenges of such a district. We are still very early on in the process and ultimately, if moving forward, will be subject to significant public and stakeholder feedback.

Demolition of 531 Belin Road: A request for proposals was issued to demolish the condemned structure at 531 Berlin Road. A well-attended pre-bid walk through was carried out this past Wednesday, with proposals due next week. The intent is to assess the cost of the demolition against the property. Nine bidders submitted quotes and Marksch Excavating and Demolition were the lowest and best at \$22,500.

Marksch have their equipment onsite, and the utilities have been disconnected. We hope for this demolition to be complete by the end of January.

Sidewalk and Tree Assessments: After some initial confusion when the initial letters were mailed, Staff have revamped this initial courtesy letter to be more explanatory. We apologize for any confusion this initial courtesy letter caused. In 2023, Oklahoma neighborhood was inspected, and initial letters were sent out. It is intended to mail out final notification letters in the spring of 2024, and any trees or sidewalks not addressed in compliance with these notices will be remediated by the City and the cost will be assessed on property owners' taxes. In 2024, the intent is to start this process over in the Old Platt neighborhood with initial inspections in the fall, final notices in the spring of 2025 and remediation the fall of 2025.

PARKS AND RECREATION

State Capital Budget: On December 11th, the City made a formal request to the Greater Sandusky Partnership for prioritization of the Huron Boat Basin rehabilitation to be prioritized locally for state capital funding. Although making GSP's priority list does not limit the City's ability to seek funding on our own, there is significant benefit to being prioritized by GSP from a lobbying and advocacy standpoint at the state level. We will keep Council apprised of any updates as this process moves forward.

Huron Boat Basin Dredging: The City finally received permission to open lake dump dredged material. Staff put out a bid to complete this work and received two (2) bids. Both bids were extremely close and while they came in over the budgeted amount, the unit price was very close to bids received in 2018. The lowest and best bidder was Huffman Equipment Rental Inc. in the amount of \$366,477.50.

Ice Skating Rink: The ice-skating rink is open at Fabens Park under shelter #2. It has been usable since Tuesday, January 16th, but will continue to be weather dependent moving forward.

Solar Eclipse: Departments have met and will continually meet and plan for the April 8th Solar Eclipse. P&R staff is meeting with the Chamber and Huron Public Library staff next week to seek out partnerships in event planning for April 8th.

SAFETY SERVICES

Flock Safety Cameras: As part of the 2024 budget, the Huron Police Department included a request for a multi-year agreement with Flock Safety for the installation of cameras throughout the City. The five cameras will be installed at highly trafficked intersections or entrances/exits into and out of town and should be here in early 2024. The cameras are license plate readers (not to be confused with speed cameras) and will be instrumental in tracking down vehicles involved in criminal activities and related issues such as AMBER Alerts. Huron joins a growing list of over 1,000 communities nationwide that will have these camera systems. Chief Graham is always available if additional questions persist about the benefits and uses of these camera systems.

FINANCE

4th Quarter Water Bills: The 4th quarter water bills were sent out over the last few weeks. Just a reminder to Council in case asked by residents - the bill will not include garbage fees, except for delinquent garbage payments. The City will begin receiving garbage fees through property tax payments in 2024. Property tax bills are being distributed by the County sometime next week. The Finance Department is answering questions from residents as they come up related to this process.

December 2023 Financial Report: The December financial report was emailed to Council and the Finance Committee on January 9, 2024.

WATER DEPARTMENT

Recent Activity:

- A claim has been filed with Ohio Edison for the power surge that fried two drives at the WFP. Two new drives will be ordered and installed by Firelands Electric, which will subsequently be programmed by PAC Engineering. Quotes are being gathered and purchase orders will be submitted once all quotes have been received.
- The Asset Management Plan is currently being updated to reflect chemical feed equipment upgrades. Many pumps in service no longer have replacement parts. The plan will include upgrades for one chemical system per year and will be added to the CIP.
- Currently the sodium permanganate pumps are needing to be replaced due to obsolete repair parts. These chemical pumps are being sourced and specified by the Water Superintendent.
- Redundant laboratory equipment has been or will be ordered soon to ensure the WFP laboratory remains operational in the event of laboratory equipment failures.
- Water distribution staff will be attending training on 1/18/24 which will include pipe repair and valve exercising.

Active Project Updates:

Alternate Intake/Sludge Lagoon: The City accepted a proposal for project design and bidding services from Kleinfelder on 1/12/24. Staff met with Lead Engineer, Tom Borck, of Kleinfelder on 1/17/24 to discuss these projects in depth. A grant loan combination was applied for this project through OPWC for an amount not to exceed \$262,500.

West Side Water Tower: The City accepted a proposal for project design and bidding services from Kleinfelder on January 12, 2024. The water tower is top priority over the River Intake. The City was awarded \$5M from Governor DeWine's Ohio BUILDS water and wastewater infrastructure grant program. This is the largest allowable grant in the State of Ohio, and we believe it to be the largest single grant the City of Huron has ever received. We are thankful to our State and Local partners that help make projects like this possible.

Recently, the City applied for a grant through OPWC for an amount not to exceed \$2,311,700 to further fund this project.

South Main Street Water Line Replacement: This project went out to bid on Thursday, January 18, 2024, with bids due on February 15th at 9AM.

The City has applied to the Ohio Department of Transportation for System Safety Dollars for this project. Specifically, this funding will allow for new crosswalks a flashing beacons to be installed on Main Street at both Forest Hills and Valley View. If awarded, this funding will cover 90% of project costs. Also, if awarded, these crosswalks would not be installed until 2025/2026 – on the main project is completed.

PERSONNEL/ADMINISTRATION

Annual Report: Department heads are in the process of finishing up providing 2023-year end information for the annual report. Once received, this will be summarized and compiled in a formal annual report – which we hope to be completed in late February or early March.

Officer Resignation: The Police Department accepted the voluntary resignation of Dylan Rohrbaugh, who will be transferring to the Erie County Sheriff's Office. The department is in the process of selecting a replacement and we have received several qualified and credentialed candidates that are interested.

New Employee Kyle Capodice: The Water Filtration Department recently hired Kyle as a Maintenance III working in the plant. Kyle started on January 2nd, 2024. Welcome Kyle and we wish you all the success moving forward!

AGREEMENTS

N/A

PROJECTS OUT FOR BID

Cleveland Road East, North Sidewalk: This project was advertised December 18th and bids will be due February 1st, 2024.

RFQ for Design and Bidding Services for US6 Phase II: This project was advertised January 10th and bids will be due January 24th, 2024.

2023 Repaving Program: This project was advertised December 14th and bids will be due January 25th, 2024.

Main Street Design and Engineering: The City received 2 responses to our Request for Qualifications which were due on Friday January 5th from very reputable firms. Staff will begin interviewing the firms beginning the week of January 22 in hopes of deciding and negotiating a contract in early February.

Huron Waterfront Parks Plan: This project went out to RFQ for Park Planning Services on November 3rd, and proposals were due on November 24, 2023. The City received six (6) responses to the RFQ, which is a tremendous response, and has begun its initial review of the proposals to narrow the field to two (2) or three (3), with interviews to follow.

ConAgra: The City received three (3) responses to our Request for Qualifications and development concepts. Staff will begin reviewing internally for completeness each response and then ultimately will put together a review committee consisting of staff and Council members. To begin reviews in February of this year.

Demolition of Structure(s) Located at 531 Berlin Rd.: This project went out to bid on November 20, 2023, with bids due by 2:00pm on December 13, 2023. During the pre-bid walkthrough, ten (10) demolition contractors attended. Nine contractors bid on the project, with the apparent low bid being \$22,500 (Marksch Demolition and Excavation out of Sylvania).

Huron Public Power Expansion: The City is finally out to bid on our first expansion project for Huron Public Power. This project will allow Huron Public Power to be extended northward down Rye Beach Road, under the railroad tracks and across the entrance to Sawmill Parkway. This project went out to bid 1/4/2024 and bids will close on 1/25/2024.

S. Main Street Watermain Replacement Project: This project went out to bid on January 18th, with bids due by 9:00am on February 15, 2024.

CONTRACTS

- HJRD Annual Agreement (Recreation) - **Expires 12/31/23. EXPIRED.**
- **OHM Advisors (Engineering) – Expires 12/31/23. Resolution 2-2024 pending.**
- Seeley, Savidge, Ebert & Gourash Co., LLP (Law) – **Expires 6/3/24.**
- Dispatch Agreement – Erie County Sheriff – **Expires 12/31/24.**
- City Prosecutor Employment Agreement – expires **12/31/24.**
- Personnel Officer Employment Agreement – expires **12/31/24.**
- Erie Soil and Water Conservation District (Engineering) – **Expires 1/31/25.**
- Dynegy Electric Aggregation Agreement – expires **7/30/25.**
- Dynegy Electric Standard Large Stable Service Agreement – expires **08/2025**
- School Resource Officer – **Expires 8/31/26.**
- Republic Services – **Expires 12/31/26.**

UPCOMING MEETINGS

January Meetings:

- **City Council Meeting – Tuesday, January 23rd at 6:30pm in the Council Chambers.**

February Meetings:

- **HJRD – Tuesday, February 6th at 6:30pm.**
- **Utilities Commission – Wednesday, February 7th at 5:00pm in the main conference room.**
- **BZA Meeting – Monday, February 12th at 5:30pm in the Council Chambers.**
- **City Council Meeting – Tuesday, February 13th at 6:30pm in the Council Chambers.**
- **Planning Commission Meeting – Wednesday, February 21st at 5:00pm in the Council Chambers.**
- **City Council Work Session – Tuesday, February 27th at 5:45pm in the Council Chambers.**
- **City Council Meeting – Tuesday, February 27th at 6:30pm in the Council Chambers.**
- **President's Day – Administrative Offices will be CLOSED on Monday, February 12th.**