



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

CITY COUNCIL — REGULAR COUNCIL MEETING

Tuesday, May 28, 2024 @ 6:30 PM

City Council Chambers

417 Main Street

Huron, Ohio 44839

LIVESTREAM MEETING INFORMATION

This regular meeting of Council will be conducted in person in Council Chambers at Huron City Hall and live streamed on the City of Huron's YouTube channel. The public is free to observe and hear the discussions and deliberations of all members of City Council via the following link: <https://www.youtube.com/channel/UCpRAV-AnmlA6lfukQzKakQg>

I. 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 April 23, 2024 regular Council meeting.

III.b Minutes of the May 14, 2024 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

VI. New Business

VI.a Ordinance No. 2024-18 (**first reading**) (*submitted by Captain Kurt Schafer*)

An ordinance establishing medical emergency services fees.

VI.b Ordinance No. 2024-19 (*submitted by Stuart Hamilton*)

An ordinance authorizing the Ohio Department of Transportation to perform construction relating to the US 6 Connectivity Corridor Project.

VI.c Resolution No. 49-2024 (*submitted by Jack Evans*)

A resolution authorizing application and acceptance of an OWDA loan relating to the South Main Street Water Line Replacement Project in an amount not to exceed \$3,020,000.

VII. City Manager's Discussion

VIII. Mayor's Discussion

IX. For the Good of the Order

X. Executive Session(s)

Executive session to consider the hiring and compensation of a public official.

XI. New Business (Continued)

XI.a Resolution No. 47-2024 (*submitted by Matt Lasko*)

A resolution authorizing an agreement with Seeley, Savidge, Ebert & Gourash Co., LPA for the provision of Law Director services at an annual rate of \$154,500.

XII. Adjournment



TO: Mayor Tapp and City Council
FROM: Cory Swaisgood
RE: Ordinance No. 2024-18 **(first reading)** *(submitted by Captain Kurt Schafer)*
DATE: May 28, 2024

Subject Matter/Background

The City currently bills and collects for EMS runs through a third-party vendor (Medicount). The City's rates are only billed to insurance providers and non-residents, known as "soft billing". City residents do **NOT** pay out of pocket for EMS runs. Medicount recently conducted a review of the City's rates. Medicount is recommending a rate increase to the below rates. Since the increase will not impact residents, the increase should bring the City closer to market rates. The goal with the increase is to collect as much as possible from the provider. Allowable charges from some providers are higher than the City's current rates. The rate increase will allow the City to charge the provider at a higher rate.

The last rate change was in 2012. Overall inflationary trends produced a cumulative price increase of 36.57%. This means that today's prices are 1.37 times as high as average prices since 2012, according to the Bureau of Labor Statistics consumer price index.

The below table provides current rates charged by neighboring communities. The City's rates are one of the lowest in the Erie County and the lowest in Lorain County. The City of Sandusky does not soft bill, therefore rates remain lower due to charging residents for EMS runs. Perkins Township increased their rates in May 2024, similar to the City's proposal in this legislation.

Adjoining Communities Rates:

Erie County:

Account Name	ALS 1 Rate	ALS 2 Rate	BLS Rate	Mileage Rate
City of Huron	750 (900 proposed)	1100 (no change)	535 (800 proposed)	13 (16 proposed)
Sandusky	500	625	430	11
Vermilion Township	850	950	650	14
Margaretta Township	600	900	500	14
Perkins Township	900	1115.24	800	16

Lorain County:

Account Name	ALS 1 Rate	ALS 2 Rate	BLS Rate	Mileage Rate
Village of Sheffield Lake	850	950	675	14

Township of LaGrange	850	950	650	16
Sheffield Township	850	950	750	16
Elyria Township	800	900	650	14
Eaton Township	800	900	700	16
City of Avon Lake	850	950	675	14

Financial Review

All revenue from EMS billing is used for operational and capital expenses for the Fire Department in Fund 214. Annual revenue is approximately \$420,000 from EMS billing. With the increase, the Fire Department will see an increase in revenue. Unfortunately, the approximate total increase cannot be determined due to the recent change in billing vendors.

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. 2024-18 on its first reading is in order.

[Ordinance No. 2024-18 EMS Rates \(1\).doc](#)

ORDINANCE NO. 2024-18
Introduced by Monty Tapp

AN ORDINANCE ESTABLISHING EMERGENCY MEDICAL SERVICES FEES.

WHEREAS, the City of Huron Fire Division responds to more than one thousand Emergency Medical Service (EMS) calls per year, and it is anticipated that number will increase significantly, with a large number of users being nonresidents as hereinafter defined;

WHEREAS, the City has a contract with Huron Township (the "Township") to provide fire and EMS service to residents of the Township;

WHEREAS, the residents of the City support the cost of EMS services through a fire levy and through the City's income tax, and the residents of the Township support the cost of EMS services through a fire levy; and

WHEREAS, residents of both the City nor the Township receive EMS services without payment; and

WHEREAS, emergency medical services fees should be updated for nonresident EMS services, which fees should be applied to the overall cost of operation of the City's Fire Division.

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

Section 1. That there shall be, and hereby is, established a fee for EMS services provided by members of the Huron Fire Division to users who are not residents of either the City of Huron or the Township of Huron as follows:

Basic Life Support	\$800.00 per call
Advanced Life Support 1 (ALS 1)	\$900.00 per call
Advanced Life Support 2 (ALS 2)	\$1,100.00 per call
Mileage	\$16 per call

"Resident" shall mean a person whose actual residence is within the City of Huron or Township of Huron, Erie County, Ohio, or members of his or her immediate household.

The levels of service set forth above shall mean:

"Basic Life Support (BLS)" is transportation by ground ambulance vehicle and the provision of medically necessary supplies and services, including BLS ambulance services as defined by the State of Ohio. The ambulance must be staffed by an individual who is qualified in accordance with State and local laws as an emergency medical technician—basic (EMT-Basic) or above.

"Advanced Life Support 1 (ALS 1)" is the transportation by ground ambulance vehicle and the provision of medically necessary supplies and services including the provision of an ALS assessment or at least one ALS intervention.

"Advanced Life Support 2 (ALS 2)" is the transportation by ground ambulance vehicle and the provision of medically necessary supplies and services including (1) at least three separate administrations of one or more medications by intravenous push/bolus or infusion excluding crystalloid fluids or (2) ground ambulance transport and the provision of at least one of the following ALS 2 procedures:

- Manual defibrillation/cardioversion;
- Endotracheal intubation;
- Central venous line;
- Cardiac pacing;
- Chest decompression;
- Surgical airway;
- Intraosseous line.

Section 2. All funds generated and actually received from the foregoing charges, after first deducting all fees and expenses incurred in collecting such funds, shall be deposited into the General Fund to be used to offset the overall cost of operation of the Fire Division, as such cost of operation is defined in the City/Township Emergency Services Agreement, before billing the Township for its contractual share of the net cost of operation in accordance with the then current contract for Emergency Services.

Section 3. The City Manager, with the approval of this Council, shall establish and publish rules and regulations and shall establish other charges, fees and rates incidental to the operation of the emergency medical/ambulance services of the City and not inconsistent with this Ordinance which the City Manager deems necessary and advisable and shall file those rules, regulations, charges, fees and rates with the Clerk of this Council.

Section 4. The City Manager, with the approval of this Council, shall establish a policy for charity care and/or discounts for the fees imposed through this Ordinance based generally upon Federal poverty levels.

Section 5. The City Manager, or his designee, shall be responsible for the administration of the policies and fees set forth in this Ordinance, including the approving of charity care and/or discounts in accordance with the policy established therefor.

Section 6. If any section, phrase, sentence or portion of this Ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions hereof.

Section 7. 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 Ohio Revised Code Section 121.22.

Section 8. 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: _____



TO: Mayor Tapp and City Council
FROM: Stuart Hamilton , Service Director
RE: Ordinance No. 2024-19 (*submitted by Stuart Hamilton*)
DATE: May 28, 2024

Subject Matter/Background

This legislation is requesting consent from the City to allow ODOT to carry out the work below partially within the City limits as part of the US6 Connectivity Corridor Project. There is no budgetary with this legislation.

- Sandusky Bay Pathway, in the City of Sandusky, from Cedar Point Drive to Sports Force Park.
- Multi-use path along US 6 from Sports Force Park to Rye Beach Rd then south on Rye Beach Rd to University Dr.
- *Roundabout at US 6 & Perkins Ave*
- *Roundabout at US 6 & Camp Rd*
- *Roundabout at US 6 & Rye Beach Rd*
- *Roundabout at US 6 & SR 2 WB Ramp*
- *Roundabout at US 6 & SR 2 EB Ramp*
- *Widen US 6 from Camp Rd to Rye Beach Rd to install a two-way left turn lane (TWLTL)*

Of the above-referenced project, the following will be installed partially or completely within the City of Huron:

- Multi-use path along US 6 from Sports Force Park to Rye Beach Rd then south on Rye Beach Rd to University Dr.
- *Roundabout at US 6 & Rye Beach Rd*
- *Roundabout at US 6 & SR 2 WB Ramp*
- *Roundabout at US 6 & SR 2 EB Ramp*

Construction of this project is tentatively scheduled to begin in the Spring of calendar year 2026 and be completed in the Fall 2027.

Financial Review

There is no financial impact relating to this legislation, other than any added construction items requested by the City and not necessary for the project (none are anticipated).

Legal Review

The legislation has been reviewed, follows normal administrative procedures and is properly before you

Recommendation

If Council is in agreement with the request, a motion adopting Resolution No. 2024-19 is in order.

[Ordinance No. 2024-19 ODOT Consent Legislation for US 6 Connectivity Project \(1\).docx](#)

CONSENT LEGISLATION

PID No. 116570

Project Name ERI-US 00006 Connectivity Corridor

Ordinance No. 2024-19

ORDINANCE NO. 2024-19
Introduced by William Biddlecombe

The following Ordinance enacted by the City of Huron of Erie County, Ohio, hereinafter referred to as the City, in the matter of stated described project.

SECTION 1 – Project Description

WHEREAS, the State has identified the need for the described project:

Sandusky Bay Pathway, in the City of Sandusky, from Cedar Point Drive to Sports Force Park; Multi-use path along US 6 from Sports Force Park to Rye Beach Rd then south on Rye Beach Rd to University Dr.; Roundabout at US 6 & Perkins Ave; Roundabout at US 6 & Camp Rd; Roundabout at US 6 & Rye Beach Rd; Roundabout at US 6 & SR 2 WB Ramp; Roundabout at US 6 & SR 2 EB Ramp; and Widen US 6 from Camp Rd to Rye Beach Rd to install a two-way left turn lane (TWLTL).

Of the above-referenced project, the following will be installed partially or completely within the City of Huron:

Multi-use path along US 6 from Sports Force Park to Rye Beach Rd then south on Rye Beach Rd to University Dr.; Roundabout at US 6 & Rye Beach Rd; Roundabout at US 6 & SR 2 WB Ramp; and Roundabout at US 6 & SR 2 EB Ramp.

Construction of this project is tentatively scheduled to begin in the Spring of calendar year 2026 and be completed in the Fall 2027.

NOW, THEREFORE, be it ordained by the Council of the City of Huron, Ohio:

SECTION II – Consent Statement

Being in the public interest, the City gives consent to the Director of Transportation to complete the above-described project.

SECTION III – Cooperation Statement

The City shall cooperate with the Director of Transportation in the above-described project as follows:

- 1) The City gives consent for the above improvement,
- 2) No funds are required from the City except that the City agrees to assume and bear one hundred percent (100% of the total cost for added construction items requested by the City and not necessary for the improvement as determined by the State and the Federal Highway Administration.

PID No. 77438

Project Name ERI-2-15.89

SECTION IV – Maintenance

Upon completion of the described Project, and unless otherwise agreed, the City shall:

- 1) Provide adequate maintenance for the described Project in accordance with all applicable state and federal law;
- 2) Provide ample financial provisions, as necessary, for the maintenance of the described project;
- 3) Maintain the right-of-way, keeping it free of obstruction; and hold said right-of-way inviolate for public highway purposes.

SECTION V – Utilities and Right-of-Way Statement

If City-owned utilities, within a corporation limit or in a private easement outside corporation limits, need to be relocated due to this ODOT project, the City will be reimbursed for any relocation work; ODOT will perform the coordination, relocation, and reimbursement, which shall comply with the current provisions of 23 CFR 645 and the ODOT Utilities Manual.

SECTION VI – Authority to Sign

The City Manager of said City of Huron is hereby empowered on behalf of the City of Huron to enter into contracts with the Director of Transportation necessary to complete the above-described project.

SECTION VII – Emergency Measure

This Ordinance is hereby declared an emergency measure necessary for the immediate preservation of the public peace, health and safety of the residents of the City of Huron, Ohio, and for the further reason that there exists a deadline for submission of the adopted Ordinance the Ohio Department of Transportation. Wherefore, this Ordinance shall be in full force and effect from and immediately following its adoption.

ADOPTED: _____

Attested: _____
Clerk of Council

Matthew Lasko, City Manager

Attested: _____
Monty Tapp, Mayor

PID No. 116750

Project Name ERI-US 0009 Connectivity Corridor

CERTIFICATE OF COPY
STATE OF OHIO
CITY OF HURON OF ERIE COUNTY, OHIO

I, Terri S. Welkener, as Clerk of City Council of the City of Huron of Erie County, Ohio, do hereby certify that the foregoing is a true and correct copy of Ordinance No. 2024-19 adopted by the Legislative Authority of the said City of Huron on this 28th day of May, 2024; that the publication of such Ordinance has been made and certified of record according to law; that no proceedings looking to a referendum upon such Ordinance have been taken; and that such Ordinance and certificate of publication thereof are of record in Ordinance No. 2024-19.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed by official seal, if applicable, this 29th day of May, 2024.

Terri S. Welkener, Clerk of Council
City of Huron of Erie County, Ohio

The foregoing is accepted as a basis for proceeding with the project herein described.

For the City of Huron of Erie County, Ohio:

Attest: _____, Date _____
Matthew Lasko, City Manager



TO: Mayor Tapp and City Council
FROM: Jack Evans
RE: Resolution No. 49-2024 (*submitted by Jack Evans*)
DATE: May 28, 2024

Financial Review

This ordinance authorizes the City to apply and the City Manager to authorize an agreement to accept a construction loan from the Ohio Water Development Authority (OWDA). The OWDA provides gap financing to local governments at below market interest rates for water, sewer, and storm water projects. The City is requesting a \$3 million loan for the South Main Street Waterline Project. The interest rate on the 20-year loan is expected to be approximately 3.8%. The 2024 budget and water capital plan include receipt of the loan proceeds from OWDA and subsequent loan payments beginning in 2025.

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. 49-2024 is in order.

[Resolution No. 49-2024 OWDA Loan S Main Water Main Project \\$ \(2\).doc](#)
[Resolution No. 50-2024 Exh A OWDA Application S Main Water Line \\$.xlsx](#)

RESOLUTION NO. 49-2024
Introduced by Matt Grieves

A RESOLUTION AUTHORIZING THE CITY MANAGER TO APPROVE A LOAN APPLICATION SUBMISSION BY THE CITY OF HURON TO THE OHIO WATER DEVELOPMENT AUTHORITY ("OWDA") RELATING TO THE SOUTH MAIN STREET WATER MAIN REPLACEMENT PROJECT IN AN AMOUNT NOT TO EXCEED THREE MILLION TWENTY THOUSAND AND XX/100 DOLLARS (\$3,020,000.00)

WHEREAS, the City of Huron desires to utilize this opportunity through the OWDA to obtain potential funding to be used for construction expenses relating to the South Main Street Water Main Replacement Project.

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

Section 1. That the City Manager is authorized to approve the submission of a loan application to the Ohio Water Development Authority for potential funding to be used for construction expenses relating to the South Main Street Water Main Replacement Project in an amount not to exceed Three Million Twenty Thousand and xx/100 Dollars (\$3,020,000.00).

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 go into effect and be in full force and effect from and after the earliest date allowed by law.

Monty Tapp, Mayor

Attest: _____
Clerk of Council

Adopted: _____



Fresh Water Construction Loan Application

This form must be completed in its entirety. Failure to do so may result in delay of approval.

1.0 Local Government Agency (LGA) Information

- 1.1 Borrower (LGA) Name (County, City, Village, or District): _____
- 1.2 County: _____
- 1.3 LGA Population: _____ 1.4 LGA Median Household Income: _____
- 1.5 Communities Served: _____
- 1.6 Population of Area Served by the System: _____

2.0 Project Name and Proposed Loan Terms

- 2.1 Project Name: _____
- 2.2 Loan Amount: \$400.00 This field autofills from Page 2
- 2.3 Interest Rate: _____ % *Check OWDA website for current rate. Interest rate will be assigned at Board approval.*
- 2.4 Term: _____ Years
- 2.5 First Payment Date: _____
(Month-Drop Down) (Enter Year)
- 2.6 Payment Type: Equal Payments Equal Principal Payments

3.0 Construction Discounts

- Community Assistance Rate**
To qualify, the borrower must have a population of less than 5,000 or residential users less than 2,000 and a projected annual cost per residential user greater than 1.1% of MHI for Drinking Water, 1.5% of MHI for Wastewater, or 2.6% of MHI for combined system user charge.
- Market Rate Discounts (Each discount below represents 12.5% reduction in the contract interest rate at the time of Board approval. Maximum of two discounts per project. Maximum 1% total discount.)**
Please indicate which market rate discounts you may qualify:
- Community has borrowed from OWDA
 - Community under OEPA Findings & Orders, Consent Decree, documented health risks (copy of documents required)
 - Project is connecting to existing treatment system where community does not own system (copy of service agreement required)
 - Project involves a community purchasing another system (copy of purchase agreement required)
 - Compliance with a Balanced Growth Plan certified by the State (copy of plan required)

4.0 Project Type

- Water
- Sewer
- Stormwater

5.0 Permits Issued

- EPA Permit to Install # _____
- NPDES Permit # _____
- Plan Approval Date for Water Projects _____
- Permit Not Required _____

6.0 Project Description

6.1 Project Bid Date: _____ 6.2 Estimated Time of Construction: _____ (months)

6.3 Estimated date that project facilities will be fully operational: _____

6.4 Was the project bid using State of Ohio Prevailing wage? _____

6.5 Project Description: In the box below, please provide a description of the project being completed in this application (such as diameter and length of sewers and waterlines, components of plant expansion or upgrade); the reason for project (such as findings and orders, aging infrastructure, increase capacity, etc.); and a brief description of the existing system.

7.0 Project Cost Data

For construction loan request, please indicate below if the project has a planning/design loan administered by OWDA. The planning/design loan will be closed once the construction loan is approved. If funds have been disbursed from the planning/design loan, the payoff balance will be rolled into the construction loan. If additional planning/design funds are needed, please include a line item for planning and/or design in the construction loan. **Please contact OWDA to obtain a payoff quote.**

7.1 OWDA Planning/Design Loan # _____

7.2 Planning/Design Loan Payoff Amount _____

Activities	Click for Dropdown	Click for Dropdown	Click for Dropdown	OWDA Loan	Total Project Cost
7.3 Technical Services					
Planning					-
Design					-
Land/ROW Acquisition					-
Planning-Design Loan Payoff				\$0.00	-
Administration					-
Construction Management					-
Equipment					-
Force Account					-
Other Technical Services					-
Tech Services Subtotal	-	-	-	-	-
7.4 Construction					
<i>(Type Construction Contractor(s) name below in Column A)</i>					
					-
					-
					-
					-
					-
Construction Subtotal	-	-	-	-	-
7.5 Other Costs					
Contingency					-
					-
Project Costs Subtotal	-	-	-	-	-
Administration Fee	Fee is 0.35% of OWDA total loan amount. Minimum fee of \$400.			400.00	400.00
Total Estimated Costs	-	-	-	400.00	400.00

7.6 If "Other" funding source has been selected from the drop down box above, please describe the source of those funds in box below. If OPWC is selected above, please provide Project ID in box below.

8.0 Source of Pledged Revenues

To obtain a loan from OWDA, the LGA is required to pledge revenues derived from the ownership and operation of their system as payment. The revenues, after deductions for the operating and maintenance and previous debt obligations, must be able to support the repayment of the loan requested. However, unless prohibited by law, the LGA can choose to repay the loan with any of its general resources. (Reference Section 4.1, Paragraph 3 of OWDA Cooperative Agreement). **Please indicate the intended source of loan repayment below. More than one source can be used. Revenue from:**

- User Charges: Other: Indicate source _____
- Assessments: Other: Indicate source _____
- Connection Charges:

9.0 Revenue Analysis

9.1 Current Revenues (Last Audit Year):

			Year
Range of Use	# of Service Accounts	Total Annual Revenue	Average Annual Revenue per Service Account
Residential			#DIV/0!
Commercial			#DIV/0!
Industry / Gov.			#DIV/0!
Other			#DIV/0!
TOTAL	-	-	

RMD HYH XHV RX UFR FLD VR VHU HYH XHV VR VMP FRXP R WH UR FWR F HGX O

Current Average Monthly Residential User Rate

9.2 Projected Revenues for first year following project completion

			Year
Range of Use	# of Service Accounts	Total Annual Revenue	Average Annual Revenue per Service Account
Residential			#DIV/0!
Commercial			#DIV/0!
Industry / Gov.			#DIV/0!
Other			#DIV/0!
TOTAL	-	-	

RMD HYH XHV RX UFR FLD VR VHU HYH XHV VR VMP FRXP R WH UR FWR F HGX O

Projected Average Monthly Residential User Rate

9.3 If "Other" revenues are listed in Section 9.1 and 9.2, please provide brief description of sources of funds for this Range of Use in the box below.

9.4 Ten Largest Non-Residential Customers

Customer	% of Total Revenue

10.0 Revenue Analysis Continued

10.1 Three-Year Revenue Allocation

Please provide the revenue allocation for 3 years ending with most recent audit.

Year autofills from Page 3	0	-1	-2
Revenue	-		
Operating Expenses			
Debt Service Payments			
Other:			
Total Expenditures	-	-	-
Surplus or Loss	-	-	-

10.2 Debt Outstanding for System of Project Type (do not include loan being applied for):

Debt Type	Debt Balance	Annual Payment	Year Loan Term Ends
OWDA/EPA Loans			
OPWC			
GO bonds			
Revenue Bonds			
USDA-RD Loans			
Other			
Other			
TOTAL	\$ -	\$ -	

10.3 Future Known Debt Requirements (such as OPWC loans that are not in repayment):

11.0 LGA Credit Rating

	Moody's	S&P
General Obligation		
Water and Sewer Revenues		

12.0 Rate Schedule

12.1 Indicate the year of the last rate increase: _____

12.2 What was the % of increase of the last rate increase? _____

0.00%

12.3 Please describe the planned or already approved rate increases for the next 2 years:

13.0 Capital Improvement Plan

13.1 Brief Description of Major Projects:

13.2 Ten Year Capital Improvement Plan:

Years	Enter Year	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!
\$ in 000 s										

14.0 Contact Information

The authorized representative listed in Section 14.1 will be required to electronically sign the following documents after loan approval and prior to loan disbursement: Term Sheet and Payment Instruction Form. Signing these documents will require two factor authentication via SMS text message, which requires an accurate cellular phone number for the authorized representative.

14.1 Authorized Representative to Execute Contracts (Listed in Authorizing Legislation)

Name _____ Title _____
Address _____
City _____, Ohio Zip _____
Office Phone _____ Cellular Phone _____
Email _____

14.2 Contact to Mail Cooperative Agreement (If different than Authorized Representative)

Name _____ Title _____
Address _____
City _____, Ohio Zip _____
Office Phone _____ Cellular Phone _____
Email _____

14.3 Loan Repayment Invoices

Name _____ Title _____
Address _____
City _____, Ohio Zip _____
Office Phone _____ Cellular Phone _____
Email _____

14.4 Disbursements - Local Government representative authorized to approve disbursements

Name _____ Title _____
Address _____
City _____, Ohio Zip _____
Office Phone _____ Cellular Phone _____
Email _____

14.5 Consulting Engineer

Name _____ Title _____
Firm _____
Address _____
City _____, Ohio Zip _____
Office Phone _____ Cellular Phone _____
Email _____

15.0 Contractor Contact Information

Please provide contact information for the construction contract representative who signed their bid form.

15.1 Contractor 1

Company _____
Name _____ Title _____
Address _____
City _____, Ohio Zip _____
Office Phone _____ Cellular Phone _____
Email _____

15.2 Contractor 2

Company _____
Name _____ Title _____
Address _____
City _____, Ohio Zip _____
Office Phone _____ Cellular Phone _____
Email _____

15.3 Contractor 3

Company _____
Name _____ Title _____
Address _____
City _____, Ohio Zip _____
Office Phone _____ Cellular Phone _____
Email _____

15.4 Contractor 4

Company _____
Name _____ Title _____
Address _____
City _____, Ohio Zip _____
Office Phone _____ Cellular Phone _____
Email _____

15.5 Contractor 5

Company _____
Name _____ Title _____
Address _____
City _____, Ohio Zip _____
Office Phone _____ Cellular Phone _____
Email _____

16.0 Required attachments

- Attachment A Certified copy of Legislation authorizing current rates/tap in fees
- Attachment B Current budget for system pertaining to the project type in application
- Attachment C Current fund reports that show revenue and expenses for system pertaining to the project type
- Attachment D General Certificate
- Attachment E Certified copy of Legislation authorizing the LGA to enter into a Cooperative Agreement with OWDA
- Attachment F Legal procedural letter signed by the Solicitor or Law Director
- Attachment G Copy of Consent Order, Findings & Orders, Health Risk Documentation if applicable
- Attachment H Construction Loan Requirements:
Full bid form for contractor selected for construction
Detailed estimate for Equipment and Force Account
Engineering Agreement if engineering costs are included in the loan.
- Attachment I Planning & Design Loan Requirements: Copy of Engineering Agreement
- Attachment J If Applicant is a regional water and sewer district and a first time borrower, a certified copy of the final court order declaring the district to be organized.
- Attachment K If Applicant is using special assessments to cover any portion of the OWDA loan payments, attach a certified statement from the legal officer stating the status of the assessment proceedings, resolutions or ordinances, and notices.

17.0 Preparer Information

This Application Submitted by (Name & Title) : _____

Firm (if applicable): _____

Signature: _____

Date: _____ Telephone Number: _____

Email _____

18.0 Authorized Representative Approval

To the best of my knowledge and belief, the information contained in this application is true and correct. The application has been duly authorized by the governing body of the applicant and the applicant will maintain compliance with all the laws, rules, executive orders and policies pertaining to the OWDA loan program.

Authorized Representative _____

Title _____

Signature: _____ Date: _____

Projection of Revenues and Expenses of the System

LGA Name: _____
 Project Name: 0 _____

Click on applicable system below. If this loan will be repaid using revenue from more than one system, please provide a separate projection of revenues and expenses for each system. Sewer Water Storm Sewer Fund

Instructions:

User Revenues to System (Column B) should only include user revenues such as usage charges, debt service fees, capital improvement fees, bulk sales, special assessments, tap-in fees, etc. Do not include grants and loans received.

Operations & Maintenance (Column C) should only include costs to run the system. Do not include capital improvements or projects that are being funded with grants and loans. If a capital improvement project is funded with revenues to the system, add to the Other column under Debt Service (Column I) and include a note below that it is a capital improvement.

Projection of Revenue must be completed for the entire term requested in the application (for example: 20-year loan or 30-year loan).

Year	User Revenues to System	Operations & Maintenance	Debt Service paid from Revenues to the System					OWDA New Loan Repayment	Total Expense to the System	Annual Surplus	Cumulative Surplus - Fund Balance
			Existing OWDA & OEPA Loans	OPWC Loans	USDA Loans	Revenue Bonds	General Obligation paid with Revenue to System				
<i>Year and revenue autofills from Section 9.1 "Current Revenues (Last Audit Year)" on Page 3</i>			<i>Indicate previous year carryover balance in the yellow box of the Cumulative Surplus column</i>								-
0	-								-	-	-
1									-	-	-
2									-	-	-
3									-	-	-
4									-	-	-
5									-	-	-
6									-	-	-
7									-	-	-
8									-	-	-
9									-	-	-
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13									-	-	-
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15									-	-	-
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18									-	-	-
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21									-	-	-
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24									-	-	-
25									-	-	-
26									-	-	-
27									-	-	-
28									-	-	-
29									-	-	-
30									-	-	-
31									-	-	-
32									-	-	-

Preparer: _____

Date: _____

Signature of LGA Fiscal Officer: _____

Date: _____

NOTES:



TO: Mayor Tapp and City Council
FROM: Matthew Lasko
RE: Resolution No. 47-2024 (*submitted by Matt Lasko*)
DATE: May 28, 2024

Subject Matter/Background

This resolution will accept the proposal and authorize an agreement with Seeley, Savidge, Ebert & Gourash Co., LPA ("SSEG") for the provision of legal services as Law Director for the City of Huron. This is an extension of a one-year agreement due to expire on June 3, 2024. The monthly rate will increase to \$12,875 (annual \$154,500), reflecting a 3% increase. This is the first increase since 2021. The pertinent terms of the agreement extension are as follows:

- One-year term;
- Either party may terminate the agreement on ninety (90) days' prior written notice;
- Covers basic legal and Law Director duties for the City;
- Litigation and additional projects are billed separately on a flat fee or \$200 per hour as agreed;
- Todd Schrader will continue as Law Director;
- Gary Ebert will continue as Assistant Law Director;
- Monthly flat fee of \$12,875, with no cap on hours worked.

Legislative History

Resolution 2020-41 (adopted 6-4-20) - Initial Agreement w/monthly rate of \$10,000, capped at 60hrs per month;
Resolution 32-2021 (adopted 5-25-21) - One-year agreement w/monthly rate of \$12,500, no cap on hours worked;
Resolution 55-2022 (adopted 5-10-22) - Identical to Resolution 32-2022, other than term.
Resolution 30-2023 (adopted - Identical to Resolution 32-2022, other than term.

Financial Review

The Law Director position is paid out of various City funds, including the General Fund and Water fund. The 3% increase in annual fees has been properly accounted for in the 2024 Budget.

Legal Review

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

Recommendation

If Council is in agreement with the request, a motion adopting Resolution No. 47-2024 is in order.

[Resolution No. 47-2024 SSEG Contract \(1\).docx](#)
[SKM_C750i24052312370.pdf](#)

RESOLUTION NO. 47-2024
Introduced by Mark Claus

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ACCEPT THE PROPOSAL AND ENTER INTO AN AGREEMENT, ON BEHALF OF THE CITY OF HURON, WITH SEELEY, SAVIDGE, EBERT & GOURASH CO., LPA FOR THE PROVISION OF LEGAL SERVICES FOR A PERIOD OF ONE YEAR FROM JUNE 4, 2024 THROUGH JUNE 3, 2025 IN AN AMOUNT NOT TO EXCEED ONE HUNDRED FIFTY FOUR THOUSAND FIVE HUNDRED AND XX/100 DOLLARS (\$154,500.00)

WHEREAS, the firm of Seeley, Savidge, Ebert & Gourash Co., LPA (hereinafter known as SSE&G) has extensive experience in the provision of Municipal Legal Services; and

WHEREAS, the City and the firm of SSE&G will enter into an agreement to ensure legal representation of the City; and

WHEREAS, such representation and obligations are set out in the Contract attached hereto as Exhibit "A"; and

WHEREAS, the City Council for the City of Huron finds that it is in the best interest of the City and residents of the City to enter into an agreement with SSE&G for legal services.

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

SECTION 1: The Huron City Council authorizes the City Manager to execute the Contract for Legal Services between SSE&G and the City of Huron for the period of one (1) year in an amount not to exceed One Hundred Fifty Four Thousand Five Hundred and xx/100 Dollars (\$154,500.00), as set forth in Exhibit "A" attached hereto and made a part hereof.

SECTION 2: That this Council hereby finds and determines that all formal actions relative to the adoption of this Resolution were taken in an open meeting of 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 3: This Resolution shall be in full force and effect from and immediately following its adoption.

Monty Tapp, Mayor

ATTEST: _____
Clerk of Council

ADOPTED: _____



Seeley Savidge
Ebert & Gourash Co., LPA

26600 Detroit Road, Suite 300
Westlake, Ohio 44145
(216) 566-8200
Fax: (216) 566-0213
www.sseg-law.com

May 23, 2024

Monty Tapp, Mayor
Matt Lasko, City Manager
City of Huron Ohio
417 Main Street
Huron, Ohio 44839

RE: Legal Services

Dear Messrs. Tapp and Lasko:

Seeley, Savidge, Ebert & Gourash Co., LPA (“SSE&G”) hereby submits the following proposal to provide continuing legal services to the City of Huron, which will be for a one (1) year term commencing June 4, 2024, and expiring on June 3, 2025 (provided, however, that this proposed arrangement is formally approved by the City of Huron prior to June 4, 2024).

Section One. Firm Overview and Qualifications

SSE&G is a premiere transactional and litigation firm located in Westlake, Ohio. Our attorneys counsel over 500 clients throughout the United States, including entrepreneurs and start-ups, Fortune 500 companies, municipalities and government agencies and individuals. Our goal is to provide efficient, effective and creative legal services to meet the distinct needs of our clients. In furtherance of that goal, we provide advice and representation to our municipal and private clients that allow policymakers and boards to achieve their goals while minimizing legal risk.

SSE&G offers practical legal solutions in more than 15 areas of law, including public law, governmental services, land use, public funding, tax abatements, labor and employee relations, real estate, insurance, civil litigation and worker’s compensation. We have a strong history of providing services in the area of municipal law and attorneys practicing in this area have extensive experience interacting with government entities and officials. Our team of attorneys brings together expertise in litigation and appellate advocacy in state and federal courts, appearing before administrative bodies and providing legal advice to all municipal departments.

Section Two. Basic General Services

SSE&G is prepared to undertake all basic general legal duties for the City of Huron, including:

- Serving as counsel at all regular and special Council Meetings, including Planning and Zoning Commission and any other boards and commissions as directed by the Mayor or City Manager.

- Providing thorough legal advice and written opinions as requested by the Mayor, City Manager, City Council and/or City Directors.
- Drafting ordinances and resolutions upon request of the Mayor, City Manager, City Council and/or City Directors.
- Providing legal advice and guidance to City officials, as necessary.
- Responding to inquiries regarding City matters.
- Attending meetings and discussions with City, County, State and Federal officials and other government officials.
- Reviewing and approving contracts, ordinances, resolutions and any other written documents, as requested by the Mayor, City Manager or City Directors.
- Representing the City regarding personnel matters, through the level of administrative proceedings before the Mayor, City Manager and other City Officials.

Section Three. Additional Services.

The Firm is also prepared to continue representing the City of Huron in any litigation or additional projects, outside of the basic general legal services outlined herein. Subject to agreement, SSE&G will provide special legal services for litigation or additional projects beyond the normal, basic general legal services on a flat fee or hourly basis as agreed upon in advance by the parties. These services include attending to litigation-related matters, complex contracts, employment, workers compensation, and other personnel matters (including disciplinary proceedings), appearance and counsel to Planning Commission and Board of Zoning Appeals, and all litigation-related matters, including but not limited to defense of litigation either directly on behalf of the City or as appointed counsel through the City's insurance carrier(s).

Section Four. Proposed Legal Counsel

SSE&G plans to continue working as a team, providing a network of legal support and Law Director services for the City of Huron across all of our practice areas, including sharing the basic general service responsibilities and duties in order to provide comprehensive coverage at Council meetings and Board meetings as needed. Attorneys Gary Ebert and Todd Schrader will be lead counsel on these matters, with Todd Schrader continuing as Law Director and Gary Ebert continuing as Assistant Law Director. Other SSE&G attorneys will be utilized to assist with provision of basic general services, including periodic attendance at the City of Huron, and to address other projects as assigned.

Section Five. Proposed Fees

For the basic general services, we propose to provide said services for \$12,875/monthly (*a 3% increase over the currently-expiring year of service*) on a flat-fee basis due and payable on or before the first of each month; fees are earned upon receipt of payment. Of the fee, \$40,000.00 per annum (\$3,333.33/monthly) will be paid to Todd A. Schrader, Law Director, by way of W-2 compensation as a part-time employee of the City. The balance of the monthly fee will be paid monthly to SSE&G, net of taxes and pension-related expenses incurred by the City. For avoidance of doubt, taxes and pension-related expenses related to Atty. Schrader's part-time employment with the City shall be borne by SSE&G, and shall serve to reduce the monthly obligation of the City to SSE&G. Invoices will be billed monthly. It is envisioned that the basic general services shall equate to approximately 60 hours of SSE&G professional time monthly, which may be adjusted by agreement of the parties, but in no event should any excess in the amount of monthly hours provided restrict or impair the continuing representation of the City during the term of this Agreement. Notwithstanding any contrary provision of this correspondence, and unless the parties agree in writing otherwise, either party may terminate the services of SSE&G on ninety (90) days prior written notice to the other.

For additional projects outside of the scope of the basic general services outlined above, SSE&G will offer a discounted blended hourly rate of \$200.00 per hour, unless a different rate is agreed to by SSE&G and the City of Huron. SSE&G will be reimbursed for all out-of-pocket expenses incurred relating to litigation and additional projects. Such out-of-pocket expenses include, for example, the following: travel-related expenses, computer-assisted research, long distance telephone charges, copying charges, messenger services and overnight delivery. When involved in litigation with the Firm, there will be no duplication of services by individuals from the same Firm when providing defense on behalf of the City of Huron.

Please accept our genuine gratitude for the continuing opportunity to serve the legal needs of the City of Huron, and we look forward to assisting the City and its administration, leadership team and staff. Should you have any questions, please do not hesitate to call. We remain

Very truly yours,



Gary A. Ebert



Todd A. Schrader