

REGULAR MEETING MINUTES
Village of Put-in-Bay Council
Friday, October 3rd, 2025
9:00 AM Village Town Hall

Mayor Berry called the meeting to order at 9:00 am.

Roll: Stephens; present, Market; present, Koehler; present, Sulesky; absent, Biery; present, Cerny; present.

ORDINANCES:

ORD: 1497-25

THIRD

AN ORDINANCE AMENDING SECTIONS 867.01 "LEGISLATIVE FINDINGS," 867.02 "DEFINITIONS," 867.06 "REQUIRED EQUIPMENT OF PEDICABS," 867.07 "INSPECTION; PEDICAB REGISTRATION PLATE," AND 867.10 "RESTRICTIONS ON THE OPERATION OF PEDICABS," OF PART EIGHT, TITLE TWO OF THE CODIFIED ORDINANCES OF THE VILLAGE OF PUT-IN-BAY AND DECLARING AN EMERGENCY

Market moved to approve the third and final reading. Second by Biery.

Roll: Stephens; yes, Market; yes, Koehler; yes, Biery; yes, Cerny; yes.

ORD: 1498-25

THIRD

AN ORDINANCE ADOPTING NEW SECTION 802.111 "DENIAL OF A BUSINESS LICENSE APPLICATION," AND AMENDING SECTIONS, 802.11 "LICENSE REVOCATION OR SUSPENSION," 802.13 "NOTICE OF VIOLATION," AND 802.99 "PENALTY," OF PART EIGHT, TITLE TWO OF THE CODIFIED ORDINANCES OF THE VILLAGE OF PUT-IN-BAY AND DECLARING AN EMERGENCY.

Cerny moved to approve the third and final reading. Second by Biery.

Roll: Stephens; yes, Market; yes, Koehler; yes, Biery; yes, Cerny; yes.

ORD: 1499-25

THIRD

AN ORDINANCE APPROVING REVISIONS TO SECTION 6.08 OF THE VILLAGE OF PUT-IN-BAY PERSONNEL POLICY AND PROCEDURE MANUAL, TITLED "VACATION".

Biery moved to approve the third and final reading. Second by Stephens.

Roll: Stephens; yes, Market; yes, Koehler; yes, Biery; yes, Cerny; yes.

ORD: 1501-25

INTRO/EMERG

AN ORDINANCE PROVIDING FOR THE ISSUANCE OF NOT TO EXCEED \$940,000 OF BONDS FOR THE PURPOSE OF RETIRING BOND ANTICIPATION NOTES PREVIOUSLY ISSUED BY THE VILLAGE OF PUT-IN-BAY, OHIO, FOR THE PURPOSE OF PAYING THE COST OF ACQUIRING CERTAIN REAL ESTATE IN THE VILLAGE, AND DECLARING AN EMERGENCY

Biery introduced the ordinance. This will serve as the first reading.

ORD: 1502-25

INTRO/EMERG

AN ORDINANCE PROVIDING FOR THE ISSUANCE OF NOT TO EXCEED \$885,000 OF BONDS FOR THE PURPOSE OF RETIRING BOND ANTICIPATION NOTES PREVIOUSLY ISSUED BY THE VILLAGE OF PUT-IN-BAY, OHIO, FOR THE PURPOSE OF PAYING THE COST OF ACQUIRING, CONSTRUCTING, FURNISHING, AND EQUIPPING CERTAIN BUILDINGS TO BE USED FOR THE PURPOSE OF POLICE FACILITIES, INCLUDING HOUSING, IN THE VILLAGE, AND NECESSARY APPURTENANCES THERETO, AND DECLARING AN EMERGENCY

Biery introduced the ordinance. This will serve as the first reading.

ORD: 1503-25

INTRO/EMERG

AN ORDINANCE CONSOLIDATING UP TO TWO BOND ISSUES OF THE VILLAGE OF PUT-IN-BAY, OHIO INTO A CONSOLIDATED BOND ISSUE, ESTABLISHING THE TERMS OF SUCH CONSOLIDATED BOND ISSUE, AND DECLARING AN EMERGENCY

Biery introduced the ordinance. This will serve as the first reading.

RES: 10-25

INTRO/EMERG

A RESOLUTION APPROVING AND ADOPTING THE VILLAGE OF PUT-IN-BAY CYBERSECURITY POLICY AND DECLARING AN EMERGENCY.

Biery introduced the ordinance as an emergency.

Market moved to waive the three-reading rule. Second by Cerny.

Roll: Stephens; yes, Market; yes, Koehler; yes, Biery; yes, Cerny; yes.

Cerny moved the ordinance go in immediately. Second by Stephens.

Roll: Stephens; yes, Market; yes, Koehler; yes, Biery; yes, Cerny; yes.

ACTION OF COUNCIL NEEDED:

Market moved to approve the Regular meeting minutes from September 5th, 2025. Second by Stephens.
Roll: Stephens; yes, Market; yes, Koehler; yes, Biery; yes, Cerny; yes.

Stephens moved to approve the Regular meeting minutes from September 12th, 2025. Second by Cerny.
Roll: Stephens; yes, Market; yes, Koehler; yes, Biery; yes, Cerny; yes.

Market moved to approve the Bills to be paid in October. Second by Cerny.
Roll: Stephens; yes, Market; yes, Koehler; yes, Biery; yes, Cerny; yes.

Market moved to approve the MPH Industries invoice; \$3,120.00 from 2024 to be expended out of the police capital improvement fund, The purchase of a new speed gun. Was approved in 2024. Second by Stephens.
Roll: Stephens; yes, Market; yes, Koehler; yes, Biery; yes, Cerny; yes.

Market moved to approve the Smith Bros. invoice \$3,948.00 for mulch for the playground at DeRivera Park. Second By Cerny.

Roll: Stephens; yes, Market; yes, Koehler; yes, Biery; yes, Cerny; yes.

Biery moved to approve the Northern Exposure Invoice; \$3,220.00 for townhall steps. Second by Cerny.

Roll: Stephens; yes, Market; yes, Koehler; yes, Biery; yes, Cerny; yes.

Cerny moved to approve the DeRivera Park invoice; last of 4 payments; \$18,432.18. Second by Biery.

Roll: Stephens; yes, Market; yes, Koehler; yes, Biery; yes, Cerny; yes.

Cerny moved to approve; based on the Recommendation of the Law Enforcement Board, to purchase K-9 for \$13,500.00 with funds from Law Enforcement Foundation Fund. Second by Stephens.

Roll: Stephens; yes, Market; yes, Koehler; yes, Biery; yes, Cerny; yes.

Market moved to approve the Bass Island Charters Invoice for \$5,356.89 for dock maintenance, so be expended out Of the dock capital improvement fund. Second by Koehler.

Roll: Stephens; yes, Market; yes, Koehler; yes, Biery; yes, Cerny; no.

Market moved to table Kleinfelder Invoices: \$14,598.00, \$22,038.11, \$15,635.44, and \$26,094.05 for Ibis/East Point Sanitary Improvements upon disbursement of funds from Fund 5213. Second by Biery.

Roll: Stephens; yes, Market; yes, Koehler; yes, Biery; yes, Cerny; yes.

Cerny moved to approve the TKE Elevator Quote for \$7,828.05 after description of invoice was given by the Village Admin. Biery second, instructing the Village Admin to look in to alternative vendors.

Roll: Stephens; yes, Market; yes, Koehler; yes, Biery; yes, Cerny; yes.

A special meeting will be scheduled for October 8th, 2025 at 4:00 pm for second readings on Ordinances 1501 through 1503- 25; a second reading on Transient Rental Ordinance, and Kleinfelder invoice approvals.

COMMITTEE REPORTS:

Market: Would like to look in to new elevator system. Also, budget time is approaching, urged department heads to Drafting and looking in to budget for 2026.

Biery stated that he had received an email regarding paid parking being terminated; lengthy discussion took place on outcome of Parking Meeting; which was not getting rid of paid parking. Markey and Koehler stated that it was discussed, but only if there was a sufficient revenue to take T2's place. Cerny and Biery discussed longevity of Village funds, and parking revenue being a must to sustain that.

Stephens stated that she would like to look in to different email platforms.

PLANNING COMMISSION:

Joe Stephens property, and Islander Inn additional bathrooms are on the 10/3 agenda.

DEPARTMENTS:

Village Administrator gave report (see report with minutes)

Police Department: Captain Seitz presented stats for the month. A quote for an electric vehicle was passed around to council. Lots of extra costs exist in addition to the car. K-9 "Storm" is back, and Officer Allred is working on policies. The department will need a vehicle equipped to transport Storm. Working on quotes from other dealerships and departments. Seitz is working on a body cam grant; received a quote for 20 new cameras. The Village Pd will be teaming up with the Ottawa Co. Sheriffs Department on active shooter/mass shooting training in mid-October.

Fiscal Officer: Would like to have draft budgets in hand for November 7th, 2025 meeting. Is requesting a Finance/Audit Budget meeting at 8:00 am on 11/7/2025 to discuss first draft of 2026 budgets.

MAYOR REPORT:

Would like to start to advertise for a new zoning inspector. Wage will have to be increased within the salary ordinance to coincide with amount of new work the job is taking on. Received an invoice from the PIB Township for \$3500.00 for transient rental company software. Will be negotiating with the township on price.

There are a few discrepancies in the Transient Rental Ordinance, will be corrected and voted on at the 10/10 meeting.

PUBLIC PARTICIPATION:

Diane Duggan; IBR Cart Rental: Was not in attendance of the parking meeting, but heard that paid parking may be finished and golf cart rental companies will be charged \$250/cart for the vehicle licensing fee. Stated that it is an excessive jump from a few years ago when the fee was \$50/cart.

Dave Shaffer; 557 Catawba Ave: Stated that the Village needs a better ordinance to regulate the golf cart rentals; there are too many carts being rented over the number cut of in the Village.

Laura Fodd; Airline Drive: Gave annexation update to council. Will need 4 different petitions for separate properties. 1 petition will have 16 properties listed for a Type 2 Annexation.

Brian Cultice; 1565 Jeris Lane: Does the Village plan to plant new trees in the park? If so, will it be in an area that will effect the tent that the chamber puts up throughout the season for events?

Can a portion of the elevator repairs costs be paid by the recreation committee since they host many events through out the year. Asked council if they have thought about a contract for police services with the Township since the current contract will be up soon?

Steve Cooks; Shore Villas: Regarding the East Point Project, will there be quotes given to the residents for tap-in? Village admin stated that letters were circulated on 7/3, and that the residents will need to choose their own contractor.

John Titchner; Shore Villas: Confused on the whole process; when residents close their homes, everyone is on a different timeline. How will this project keep going if people are already gone and haven't chosen a contractor?

Biery moved for council to enter executive session to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official; and for the discussion of pending and imminent litigation. Second by Stephens.

Roll: Stephens; yes, Market; yes, Koehler; yes, Biery; yes, Cerny; yes.

Council entered executive session at 10:39 am.

Cerny moved to exit executive session. Second by Stephens.

Roll: Stephens; yes, Market; yes, Koehler; yes, Biery; yes, Cerny; yes.

Council exit at 11:15 am.

Additional Action:

Biery moved to amend the agenda to reflect: Officers McMicheaux and Fenstermaker extending their allotted time to use vacation time until 12/31/2025. Second by Stephens.

Roll: Stephens; yes, Market; yes, Koehler; yes, Biery; yes, Cerny; yes.

Stephens moved to approve Ashley McMicheaux and David Fenstermaker to extend their allowed time to use accrued vacation time past their anniversary date due to the inability to take time off during the season, to the end of the year 12/31/2025 at current pay rate as anniversary accrual rate and date. Second by Market.

Roll: Stephens; yes, Market; yes, Koehler; yes, Biery; yes, Cerny; yes.

Biery moved to adjourn. Second by Stephens.

Roll: Voice Vote; all yes.

Meeting adjourned at 11:37 am.

Approved:

Date:

Attest:

Date:

Council may enter Executive Session to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official; and for the discussion of pending and imminent litigation; and for the sale of property.

Council may enter Executive Session for any items listed in R.C. 121.22