

Mayor
Kathy Huner

City Council
Shane Chamberlin
Sarah Heising
Steve Schneider
Harold Stickley
Jeremy Simon
Brandon Tijerina



230 Clinton Street • Wauseon, Ohio 43567

Director of Law
Thomas A. McWatters III

Director of Finance
Jamie L. Giguere

Director of Public Service
Keith C. Torbet

Police Chief
Kevin Chittenden

Fire Chief
Phil Kessler

January 3, 2025

Wauseon City Council
230 Clinton Street
Wauseon, Ohio 43567

RE: Council Meeting of January 6, 2025

Dear Council Members:

We are not aware of anyone wishing to address Council.

The Safety & Code Committee will present a report. The report will contain a recommendation that the Codified Ordinances and Local Government Manual be revised to provide for five personal days for 54 hour employees, a recommendation which has already been enacted in Ordinance 2024-14. Given the Committee's recommendation has already been enacted, no vote on the recommendation is needed.

There is no legislation for first, second, or third reading.

In new business a motion will be necessary to approve the Mayor's appointments to various boards and committees.

These are the only issues I am aware of to come before Council. Should any member of Council have any questions or comments, you are strongly encouraged to contact the appropriate Department Head prior to the meeting.

Respectfully submitted,

A blue ink signature of Thomas A. McWatters III, written in a cursive style.

Thomas A. McWatters III
City Law Director

TAM:knp

cc: Kathy Huner, Mayor
Korin Miller, Clerk of Council
Jamie Giguere, Finance Director
The Blade

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WAUSEON CITY COUNCIL AGENDA
January 6, 2025
5:00 pm

Order of Business

- Call meeting to order
- Pledge of Allegiance
- Moment of Silence
- Roll Call
 - a) Councilor Chamberlin
 - b) Councilor Heising
 - c) Councilor Schneider
 - d) Council President Stickley
 - e) Councilor Simon
 - f) Councilor Tijerina
- Approval of prior meeting minutes:
 - a) Council Meeting: December 16, 2024
 - b) Special Council Meeting: December 30, 2024
 - c) Committee of the Whole: January 2, 2025
- Motion to approve the prior meeting minutes moved by _____ and seconded by _____.
All in favor:
- Committee Reports
 - a) Safety and Code: December 16, 2024
- Department Head Reports
 - a) Chief Kessler, Fire Chief
 - b) Kevin Chittenden, Police Chief
 - c) Keith Torbet, Director of Public Service
 - d) Jamie Giguere, Director of Finance
 - e) Thomas McWatters III, Law Director
- First Reading of Legislation
- Second Reading of Legislation
- Third Reading of Legislation or Emergency
- New Business
 - a) Motion to approve the Mayor's appointments to various boards and commissions moved by _____ and seconded by _____.

Volunteer Fire Fighter Dependent Board
Brett Kolb

Vote: ____ Yeas ____ Nays

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- Old Business
- Approval of the Bills
 - a) Motion to approve and pay the bills as presented moved by _____ and seconded by _____.
 - Vote: ____ Yeas ____ Nays
- Adjournment
 - a) Motion to adjourn moved by _____ and seconded by _____.
 - All in favor:

Korin Miller
Clerk of Council

Council reserves the right to adjourn into Executive Session at any time it deems appropriate. The distribution of this Agenda does not obligate Council to take action on the items set forth herein, nor does it limit Council from taking action on other items not on the Agenda. The items listed on the Agenda are subject to change. If additional items are added, Council will use its best effort to notify all interested parties of changes prior to the meeting.

**WAUSEON CITY COUNCIL
COUNCIL MEETING
Monday, December 16, 2024**

Mayor Huner called this meeting of the Wauseon City Council to order at 5:00 p.m. in the Council Chambers. She led the Pledge of Allegiance which was followed by a moment of silence.

ROLL CALL

Roll was taken by the Clerk of Council. Present were Council President Stickley, and Councilors Schneider, Simon, Tijerina, and Heising, to constitute a quorum for the transaction of city business. Councilor Chamberlin had an excused absence.

MINUTES

Mayor Huner asked for a motion to approve the prior meeting minutes. Council President Stickley moved and was seconded by Councilor Heising to approve the minutes as printed.

All in favor: Motion Passed Unanimously

COMMITTEE REPORTS

Councilor Simon gave a report from the previous Tree Commission meeting on December 3, 2024. The commission is presenting one recommendation to council.

Recommendation that Section 7.07A(2) of the City Charter be amended to allow the Tree Commission to appoint 1/3 of its members from outside of the City and 2/3 from within the City.

No action was taken.

Council decided to table the recommendation and defer it to the Safety and Code committee.

Councilor Schneider gave a report from the previous Finance Committee meeting on December 10, 2024. The committee is presenting two recommendations.

Recommendation to approve the 2025 budget as amended moved by Councilor Tijerina and seconded by Councilor Simon.

Vote: 5 Yeas 0 Nays
Motion Carries

Recommendation to approve the longevity scale moved by Councilor Schneider and seconded by Councilor Heising.

Vote: 5 Yeas 0 Nays
Motion Carries

DEPARTMENT REPORTS

Chief Kessler gave a report for his department. Christmas for Kids went very well. His department will be losing a part-time employee at the end of the month, HR will be following up with a post-employment interview.

Kevin. Christmas for Kids went great, with 59 kids in attendance. He believes it was the best one yet. He's been working with HR to advertise open positions within the Police Department.

Keith Torbet gave a report for his department. There were several water line breaks because of the cold weather. The hybrid beacon was supposed to get started last week, due to circumstances it has been delayed again.

Mayor Huner wanted to share the office changes going on at the municipal building. She reminded everyone that the ice sculptures will be downtown this weekend

Jamie Giguere gave a report for her department. The income tax revenue is down 5.5% from last year. She is making the final touches on the budget and will be getting that to the Finance Committee tomorrow.

FIRST READING OF LEGISLATION OR EMERGENCY

Ordinance 2024-10: An Ordinance Amending Section 521.13(G)(2) of the Codified Ordinances to increase the impound fees for vehicles

Motion to place Ordinance 2024-10 on first reading moved by Councilor Schneider and seconded by Councilor Tijerina.

Vote: 5 Yeas 0 Nays Motion Carries

Ordinance 2024-11: An Ordinance amending Section 709 of the Codified Ordinances to increase the application fee for solicitors and require that each individual solicitor file an application

Motion to place Ordinance 2024-11 on first reading moved by Councilor Simon and seconded by Council President Stickley.

Vote: 5 Yeas 0 Nays Motion Carries

Ordinance 2024-12: Annual Appropriation Ordinance for 2025

Motion to place Ordinance 2024-12 on first reading moved by Councilor Heising and seconded by Council President Stickley.

Vote: 5 Yeas 0 Nays Motion Carries

Ordinance 2024-13: An Ordinance amending the Codified Ordinances and the Compensation Plan to increase the longevity pay of non-bargaining, full-time employees

Motion to place Ordinance 2024-13 on emergency reading moved by Councilor Tijerina and seconded by Councilor Schneider.

Vote: 5 Yeas 0 Nays Motion Carries

Motion to place Ordinance 2024-13 on first reading moved by Councilor Heising and seconded by Councilor Tijerina.

Vote: 5 Yeas 0 Nays Motion Carries

Resolution 2024-37: A Resolution Authorizing the Mayor to enter into an agreement for human resource services with HR Premier Consulting, LLC; And Declaring An Emergency

Motion to place Resolution 2024-37 on emergency reading moved by Council President Stickley and seconded by Councilor Simon.

Vote: 5 Yeas 0 Nays Motion Carries

Motion to place Resolution 2024-37 on final reading moved by Councilor Schneider and seconded by Councilor Tijerina.

Vote: 5 Yeas 0 Nays Motion Carries

Resolution 2024-38: A Resolution Authorizing the Mayor to enter into an Agreement with Pareto Captive Services, LLC, Mertian Health Smithhrx, and Tokio Marine HCC for the provision of health insurance for 2025-2026; And Declaring An Emergency

Motion to place Resolution 2024-38 on emergency reading moved by Councilor Heising and seconded by Council President Stickley.

Vote: 5 Yeas 0 Nays Motion Carries

Motion to place Resolution 2024-38 on final reading moved by Council President Stickley and seconded by Councilor Schneider.

Vote: 5 Yeas 0 Nays Motion Carries

Resolution 2024-39: A Resolution Authorizing the Mayor to enter into an Agreement with The Standard to provide life insurance and voluntary dental and vision insurance for full-time employees; And Declaring An Emergency

Motion to place Resolution 2024-39 on emergency reading moved by Councilor Tijerina and seconded by Councilor Simon.

Vote: 5 Yeas 0 Nays Motion Carries

Motion to place Resolution 2024-39 on final reading moved by Councilor Heising and seconded by Councilor Simon.

Vote: 5 Yeas 0 Nays Motion Carries

Resolution 2024-40: A Resolution approving a wage increase for non-bargaining, full-time employees for 2025; And Declaring An Emergency

Motion to place Resolution 2024-40 on emergency reading moved by Councilor Heising and seconded by Councilor Tijerina.

Vote: 5 Yeas 0 Nays Motion Carries

Motion to place Resolution 2024-40 on final reading moved by Councilor Schneider and seconded by Councilor Simon.

Vote: 5 Yeas 0 Nays Motion Carries

Resolution 2024-41: A Resolution Authorizing the Mayor to enter into agreements with CivicPlus for software management services for city meetings and for publication of the municipal code and legislation; And Declaring An Emergency

Motion to place Resolution 2024-41 on emergency reading moved by Council President Stickley and seconded by Councilor Simon.

Vote: 5 Yeas 0 Nays Motion Carries

Motion to place Resolution 2024-41 on final reading moved by Councilor Tijerina and seconded by Councilor Simon.

Vote: 5 Yeas 0 Nays Motion Carries

THERE WAS NO LEGISLATION FOR SECOND OR THIRD READING

NEW BUSINESS

Motion to approve the Mayor's appointments to various boards and commissions moved by Councilor Heising and seconded by Council President Stickley.

Volunteer Fire Fighter Dependent Board
Councilor Chamberlin
Council President Stickley

Vote: 5 Yeas 0 Nays Motion Carries

Motion To encumber funds for the Burr Road water line project moved by Councilor Schneider and seconded by Councilor Simon.

Vote: 5 Yeas 0 Nays Motion Carries

Motion to approve the Employee Christmas Gift moved by Councilor Simon and seconded by Councilor Heising.

Vote: 5 Yeas 0 Nays Motion Carries

Motion to approve the 2025 Council Meeting Schedule moved by Councilor Tijerina and seconded by Council President Stickley.

Vote: 5 Yeas 0 Nays Motion Carries

Motion to approve the 2025 Holiday Schedule moved by Councilor Tijerina and seconded by Councilor Heising.

Vote: 5 Yeas 0 Nays Motion Carries

Motion to pay the bills through December 31, 2024, moved by Councilor Schneider and seconded by Councilor Simon.

Vote: 5 Yeas 0 Nays Motion Carries

Mayor Huner presented a motion to give department heads an additional 3% pay rise Councilor Tijerina and seconded by Councilor Simon.

Vote: 4 Yeas 1 Nays (Council President Stickley)

Motion Carries

Council President Stickley presented a motion to give the Clerk of Council a 5% pay raise Councilor Heising and seconded by Councilor Schneider.

Vote: 5 Yeas 0 Nays Motion Carries

APPROVAL OF BILLS

Motion to approve and pay the bills as presented moved by Council President Stickley and seconded by Councilor Tijerina.

Vote: 5 Yeas 0 Nays Motion Carries

ADJOURNMENT

There being no further business, moved by Councilor Tijerina and seconded by Councilor Simon to adjourn the meeting.
5:45 p.m.

All in favor: *Motion Passed Unanimously*

Korin Miller, Clerk of Council

Harold Stickley, President of Council

**WAUSEON CITY COUNCIL
SPECIAL COUNCIL MEETING
Monday December 30, 2024**

Mayor Huner called this meeting of the Wauseon City Council to order at 7:30 a.m. in the Council Chambers.

ROLL CALL

Roll was taken by the Clerk of Council. Present were Council President Stickley, and Councilors, Schneider, Tijerina, Chamberlin, Heising, and Simon to constitute a quorum for the transaction of city business.

FIRST READING OF LEGISLATION

Resolution 2024-42: A Resolution To Amend Ordinance 2023-8 Annual Appropriation Ordinance By Authorizing The Director Of Finance To Increase Or Decrease Certain Line Account Appropriations Within The Various Funds Listed Within The Year Of 2024

Motion to place Resolution 2024-42 on first reading moved by Councilor Tijerina and seconded by Council President Stickley.

Vote: 6 Yeas 0 Nays Motion Carries

Ordinance 2024-14: An Ordinance Amending Section 147.11 Of The Codified Ordinances And Section 623.4 Of The Local Government Manual; And Declaring An Emergency

Motion to place Ordinance 2024-14 on emergency reading moved by Councilor Heising and seconded by Councilor Tijerina.

Vote: 6 Yeas 0 Nays Motion Carries

Motion to place Ordinance 2024-14 on final reading moved by Councilor Schneider and seconded by Councilor Simon.

Vote: 6 Yeas 0 Nays Motion Carries

THERE WAS NO LEGISLATION FOR SECOND READING

THIRD READING OF LEGISLATION

Ordinance 2024-10: An Ordinance Amending Section 521.13(G)(2) of the Codified Ordinances to increase the impound fees for vehicles; and Declaring an Emergency

Motion to place Ordinance 2024-10 on emergency reading moved by Councilor Tijerina and seconded by Councilor Simon.

Vote: 6 Yeas 0 Nays Motion Carries

Motion to place Ordinance 2024-10 on final reading moved by Councilor Schneider and seconded by Councilor Tijerina.

Vote: 6 Yeas 0 Nays Motion Carries

Ordinance 2024-11: An Ordinance amending Section 709 of the Codified Ordinances to increase the application fee for solicitors and require that each individual solicitor file an application; and Declaring an Emergency

Motion to place Ordinance 2024-11 on emergency reading moved by Councilor Simon and seconded by Councilor Chamberlin.

Vote: 6 Yeas 0 Nays Motion Carries

Motion to place Ordinance 2024-11 on final reading moved by Councilor Tijerina and seconded by Council President Stickley.

Vote: 6 Yeas 0 Nays Motion Carries

ADJOURNMENT

There being no further business, Council President Stickley moved and seconded by Councilor Simon to adjourn this meeting at 7:36 a.m.

All in favor: *Motion Passed Unanimously*

Korin Miller, Clerk of Council

Scott Stiriz, President of Council

**WAUSEON CITY COUNCIL
COMMITTEE OF THE WHOLE
THURSDAY, January 2, 2025**

Council President Stickley called this meeting to order at 7:15 a.m. in Council Chambers. Present were Councilors, Schneider, Tijerina, Heising, and Simon. Councilor Chamberlin entered Council Chambers at 7:28 a.m.

Councilor Tijerina gave a report from the previous Safety and Code meeting on December 16, 2024. Council has already voted on Legislation regarding its one recommendation which was Ordinance 2024-14: An Ordinance Amending Section 147.11 Of The Codified Ordinances And Section 623.4 Of The Local Government Manual.

Council President Stickley went over the proposed agenda for the upcoming council meeting on January 6, 2025.

There will be no pieces of legislation on the upcoming agenda.

Under New Business there will be one motion.

Motion to approve the Mayor's appointments to various boards and commissions.

Volunteer Fire Fighter Dependent Board
Brett Kolb

DEPARTMENT HEAD REPORTS

Jamie Giguere gave a report for her department. She is finishing up end of the year things.

Keith Torbet gave a report for his department. The Oak Street project has been finished and signed off. The project came out under budget. The hybrid Beacon project has started. There was a water break on New Year's Eve, it was able to be located and fixed. The water tower at the fair grounds has been fixed. Ryan Zimmerman is now qualified as a class three operator at the Water Treatment Plant.

Chief Chittenden gave a report for his department. He has been working with IT to fix and update things. His department is also working on end of the year stuff.

ADJOURNMENT

There being no further business, this meeting adjourned at 7:42 a.m.

Korin Miller, Clerk of Council

Harold Stickley, Council President

**SAFETY & CODE COMMITTEE
COUNCIL CHAMBERS
Monday, December 16, 2024
5:55 AM**

COMMITTEE MEMBERS: Brandon Tijerina (Chair), Steve Schneider and Jeremy Simon

STAFF: Korin Miller, Chief Chittenden, Chief Kessler, and Keith Torbet

OTHER: Billy Myers, Mayor Huner, Korin Miller

Councilor Tijerina called the meeting to order at 5:50 p.m. on December 16, 2024.

Billy Myers and Gators

Billy Myers came to address the committee regarding his concerns about the new legislation on allowing golf carts to be driven in the city limits. Within this legislation gators have been included in the same rules as golf carts. Billy stated that he has complied with the rules this year, which led him to pay the \$50 inspection fee. Billy is inquiring about why the \$50 fee is necessary. Councilor Tijerina explained that the golf carts and gators have combined rules because they are both similar and drive on city streets. He stated that the committee followed basic rules that the state has put in place for these sort of vehicles. Mr. Myers clarified that his concern is more about the annual inspection, and the fee. He is seeking clarification on the purpose of both of these and if the fee is for city profit. Councilor Tijerina explained that the \$50 annual fee does not include the labor for police force to do the inspection, it was not put in place to make a profit for the city. The purpose of the inspection being done annually is to make sure these vehicles have proper equipment and are not being modified throughout the year or not being kept up. Billy Myers expressed that he does not think it is fair to have the people doing the right thing with their gators have to come in annually for an inspection and pay a fee with already paying a registration fee. After continued discussion, the committee presented the idea of possibly changing the annual inspection to bi annual with lowering the fee, eliminating the fee, or doing a one time fee. Along with fining the people that do not comply with the gator or golf cart law.

The safety and code committee will meet again to discuss the details of this code amendment.

Billy Myers exited council chambers at 6:20 p.m.

FOOD TRUCKS

The committee looked over the revised legislation that Tom McWaters had provided ahead of time.

The committee would like to see it revised to include 7 "consecutive" days under section 721.03 (e). They would also like to see a new section be added to include a seasonal food truck permit, for 7 calendar days. The food truck owners will need to include the dates and location, along with notifying the fire department. The committee would also like to include a violation penalty of not being allowed to operate until brought back up to code.

Mayor Huner exited council chambers at 6:35 p.m.

54 HOURS PER WEEK WORKING EMPLOYEES' PERSONAL DAYS

The committee reviewed the legislation and exhibit that Tom McWatters provided. After approving the personal day change for 40 hours per week working employees, the department heads wanted to present a similar change for 54 hours per week working employees for the fire department. The committee agreed with this change.

Recommendation to approve the personnel day change made by Councilor Schneider and seconded by Councilor Tijerina.

Vote: 3 yays 0 Nays
Motion Carries

All in Favor, Motion Carries.

There being no further business, this Safety & Code Committee meeting adjourned at 6:42 p.m.

Respectfully submitted,

Korin Miller
Clerk of Council