

Mayor
Kathy Huner

City Council
Shane Chamberlin
Sarah Heising
Steve Schneider
Jeremy Simon
Brandon Tijerina
Heather Galbraith



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
Chief Kessler

Wauseon City Council Agenda **August 4, 2025** **5:00 PM**

Order of Business

1. Call Meeting to Order
2. Pledge of Allegiance
3. Moment of Silence
4. Roll Call
5. Approval of Prior Meeting Minutes:
 - a) Council Meeting:
 - i. July 21, 2025
 - b) Committee of the Whole:
 - i. July 28, 2025
6. Committee Reports
 - a) Joint Meeting between the Charter Revision Commission and the Safety and Code Committee: July 28, 2025
 - i. Recommendation that the following sections of the Charter be amended to change the requirement that persons sitting on the specific boards and commissions be an elector of the Municipality to the requirement that they be residents of the Wauseon Exempted Village School District or an owner of a business located in the City:

Section 7.01: Civil Service Commission
Section 7.02: Planning Commission
Section 7.03: Board of Zoning Appeals
Section 7.05: Charter Revision Commission
Section 7.07: Various Boards and Commissions
7. Department Head Reports
 - a) Phil 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
8. First Reading of Legislation or Emergency
 - a) Ordinance 2025-7: An Ordinance Directing The City Clerk To File A Copy Of

Proposed Charter Amendment Revising The Qualifications Necessary To Serve On Boards And Commissions Under Section 7.07(A)(2) For Placement By The Board Of Elections On The Ballot At The Next Regularly Scheduled Election; And Declaring An Emergency

- b) Ordinance 2025-8: An Ordinance Directing The City Clerk To File A Copy Of Proposed Charter Amendment Revising The Qualifications Necessary To Serve On The Civil Service Commission Under Section 7.01(B) For Placement By The Board Of Elections On The Ballot At The Next Regularly Scheduled Election; And Declaring An Emergency
- c) Ordinance 2025-9: An Ordinance Directing The City Clerk To File A Copy Of Proposed Charter Amendment Revising The Qualifications Necessary To Serve On The Planning Commission Under Section 7.02(A) For Placement By The Board Of Elections On The Ballot At The Next Regularly Scheduled Election; And Declaring An Emergency
- d) Ordinance 2025-10: An Ordinance Directing The City Clerk To File A Copy Of Proposed Charter Amendment Revising The Qualifications Necessary To Serve On The Board Of Zoning Appeals Under Section 7.03(A) For Placement By The Board Of Elections On The Ballot At The Next Regularly Scheduled Election; And Declaring An Emergency
- e) Ordinance 2025-11: An Ordinance Directing The City Clerk To File A Copy Of Proposed Charter Amendment Revising The Qualifications Necessary To Serve On The Charter Revision Commission Under Section 7.05(A) For Placement By The Board Of Elections On The Ballot At The Next Regularly Scheduled Election; And Declaring An Emergency

9. Second Reading of Legislation or Emergency

10. Third Reading of Legislation or Emergency

11. New Business

12. Old Business

13. Approval of the Bills

14. Adjournment

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.



Item: 5.a.i.

ITEM REPORT

To: City Council

From:

Meeting Date: August 4, 2025

Department/Office: Admin

Item Name: July 21, 2025

Summary:

Recommended Action:

Budget:

Attachments:

1. 7.21.2025 Council Minutes

**WAUSEON CITY COUNCIL
COUNCIL MEETING
Monday, July 21, 2025**

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. Mayor Huner gave her condolences to the family of Bill Drummer.

ROLL CALL

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

MINUTES

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

All in favor: Motion Passed Unanimously

COMMITTEE REPORTS

Councilor Schneider gave a report from the previous Finance Committee meeting on July 2, 2025. The committee presented three recommendations.

Councilor Heising expressed concern that the \$37,000 for scalping the ball fields proceeded without prior approval, should be avoided in the future. She stated that council's responsibility is to manage taxpayer funds, and she takes seriously. Had the proper approval protocols been followed, she noted, the purchase would have prompted appropriate discussion.

Recommendation to approve a budget amendment pertaining to the Code Administrator's software moved by Councilor Heising and seconded by Councilor Schneider.

Vote: 6 Yeas 0 Nays Motion Carries

Recommendation to cover the costs of scalping two ball fields moved by Councilor Simon and Councilor Galbraith.

Vote: 6 Yeas 0 Nays Motion Carries

Recommendation that the law department proceed with the process of terminating the assessments for Glenwood development project and take the necessary steps to enable the reimbursement of the assessments previously paid over a five-year period starting December 1, 2025, moved by Councilor Schneider and seconded by Councilor Tijerina.

Vote: 6 Yeas 0 Nays Motion Carries

DEPARTMENT REPORTS

Chief Kessler gave a report for his department. He reported that there was an accident in his department when they were out on a call. The ambulance that was involved in the crash will need to be fixed, it will be a lengthy process. The Motorcycle weekend is over. The geo cashers will be at the fair this weekend.

Chief Chittenden gave a report for his department. The phones will be updated soon. This year there will be an additional part-time School Resource Officer.

Tom McWatters gave a report for his department. He provided council with an update on the status of the Glennwood assessment fee reimbursement process. Additionally, he explained that the Tree Commission is requesting an amendment to the City Charter to expand the eligibility radius for potential board and committee members beyond the current city limits.

FIRST READING OF LEGISLATION OR EMERGENCY

Resolution 2025-10: A Resolution Authorizing the Mayor to Accept the Lowest and Best Bid and to Enter into a Contract with The Lowest and Best Bidder for the Burr Road Waterline Project; and Declaring an Emergency

Motion to place Resolution 2025-10 on emergency reading moved by Councilor Heising and seconded by Councilor Galbraith.

Vote: 6 Yeas 0 Nays Motion Carries

Motion to place Resolution 2025-10 on final reading moved by Councilor Tijerina and seconded by Councilor Schneider.

Vote: 6 Yeas 0 Nays Motion Carries

Resolution 2025-11: A Resolution to Amend Resolution 2021-21 Designating Public Depositories and Awarding Public Monies and Authorizing the Mayor to sign Memoranda of Agreements with the Public Depositories and the City of Wauseon and Declaring an Emergency

Motion to place Resolution 2025-11 on emergency reading moved by Councilor Chamberlin and seconded by Councilor Simon.

Vote: 6 Yeas 0 Nays Motion Carries

Motion to place Resolution 2025-11 on final reading moved by Councilor Schneider and seconded by Councilor Heising.

Vote: 6 Yeas 0 Nays Motion Carries

Resolution 2025-12: A Resolution to Amend Ordinance 2024-12 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 2025.

Motion to place Resolution 2025-12 on first reading moved by Council President Chamberlin and seconded by Councilor Galbraith.

Vote: 6 Yeas 0 Nays Motion Carries

THERE WAS NO LEGISLATION FOR SECOND OR THIRD READING

THERE WAS NO NEW BUSINESS OR OLD BUSINESS

APPROVAL OF THE BILLS

Motion to approve and pay the bills as presented moved by Councilor Schneider and seconded by Councilor Simon.

Vote: 6 Yeas 0 Nays Motion Carries

ADJOURNMENT

There being no further business, moved by Councilor Schneider and seconded by Councilor Galbraith to adjourn the meeting at 5:36 p.m.

All in favor: *Motion Passed Unanimously*

Korin Miller, Clerk of Council

Shane Chamberlin, Council President



Item: 5.b.

ITEM REPORT

To: City Council

From:

Meeting Date: August 4, 2025

Department/Office:

Item Name: Committee of the Whole:

Summary:

Recommended Action:

Budget:

Attachments:

None



Item: 5.b.i.

ITEM REPORT

To: City Council

From:

Meeting Date: August 4, 2025

Department/Office: Admin

Item Name: July 28, 2025

Summary:

Recommended Action:

Budget:

Attachments:

1. COW 7-31-25

Shane Chamberlin called the meeting to order at 7:15am.

Attendees: Steve Schneider, Shane Chamberlin, Phil Kessler, Heather Galbraith, Keith Torbet, Kevin Chittenden, Jeremy Simon. Brandon Tijernia came in late.

On Monday, there is no one wishing to address the Council.

Steve Schneider discusses the membership requirement for the Boards and Commissions. Sarah had mentioned earlier that a 2-3 miles radius from Wauseon may be an option. However, that was a bit skewed because it would pick up residents within Pettisville, but to the north of the City would leave out others in the area. The more logical is the personnel must reside within the Wauseon School District. This does not include those considering a seat on City Council.

Five areas of the Charter need revisions, and therefore, there will be 5 emergency ordinances. It must be out by August 6th.

Keith Torbet mentioned a potential engineer for the City. There is one in particular who specializes in Water Plants. This would be beneficial for Wauseon to have one on hand.

The Linfoot property which is in really bad shape, is being addressed as quickly as possible. Part of the issue is the house is in a grandmother's name who has since passed away and the granddaughter has to get the deed in her name in order to have the Land Bank take possession of the property.

Kevin Chittenden gave an update about e-bikes. The Ohio Revised Code was adopted in 2022 and Wauseon in 2023, they are to be treated like regular bicycles. There are 3 categories:

I – is to be able to pedal and use the throttle and can travel up to 20-mph

II – do not have to pedal and can travel up to 20 -mph

III – Is able to pedal or throttle and can travel up to 28-mph

(Category III must be 16 years old, but does not have to have a license to ride)

E-bike can be ridden on the sidewalk, but are not supposed to use the throttle only on the sidewalk.

Scooters – known as electric micro mobility devices – all can be ridden on the sidewalks, the same rules apply for scooters as bikes.

In Bryan Ohio, there was a proposal not to allow them on roads with 25mph speed limits, and on the third reading, it was voted down.

It was suggested to leave this for Safety and Code to make any recommendations.

Kevin also to advise the Committee that the desk phones have been replaced and there will be a follow-up with TrioTech to finish up a few things, but other than that, things have been doing ok with the new phones.

Keith Torbet mentioned on the bid openings for the re-pavement of Fulton Street and the Burr Road Waterline project. There was also a water main break on Burr Road.

On Friday at 10:15, Midwest Consulting will be here to discuss the buildings and their findings, for repairs and upgrades to of current Administration Building and the former Senior Center.

There was a Civil Service Meeting on this past Wednesday to certify the hiring list for a Water Plant operator.

Josh Reckner will be laid up for 4 to 6 weeks due to upcoming back surgery.

It was asked if the house on Chestnut Street could be boarded up because the doors are wide open and there are safety concerns, especially since there are many small children in the neighborhood. Although there is a sign posted, if a young child cannot read yet, the sign is irrelevant.

Jamie Giguere mentioned the IT audit and there are changes coming in Lexipol that is supposed to address those IT deficiencies.

Phil Kessler stated that the ambulance that was involved in a traffic accident is still out of commission, and Jamie is working on the insurance side of things to get it repaired. There are still enough ambulances available to continue the mission of the fire department.

Shane Chamberlin mentioned to the council there will be some sort of memorial for Bill Drummer for placement at the Chamber office. Just to give the council members a “heads-up”.

He thanked Jan Trops for sitting in and taking the minutes for this meeting.

Adjourned: 07:50 hrs



Item: 6.a.

ITEM REPORT

To: City Council

From:

Meeting Date: August 4, 2025

Department/Office: Admin

Item Name: Joint Meeting between the Charter Revision Commission and the Safety and Code Committee: July 28, 2025

Summary:

Recommended Action:

Budget:

Attachments:

1. Charter Revision Commission Minutes 7 28 2025

Joint Meeting
Charter Revision Commission & Safety and Code Committee
July 28, 2025

This meeting of the Charter Revision Commission was called to order at 5:00 p.m. in Council Chambers.

Charter Revision Commission Members present: Steve Schneider, Lisa Smith, Mark Powers,
Member absent: Sarah Heising

Safety and Code Committee Members present: Jeremy Simon, Brandon Tijerina, Steve Schneider

Also present: Tom McWatters, Kathy Huner, and Keith Torbet

Matter: Expanding the radius outside the city limits for volunteer members for boards in committees

Over the past several months, various board and committee chairpersons have expressed ongoing concerns regarding the difficulty of filling vacant seats, primarily due to the current residency requirement that appointees must reside within city limits. As a result, discussions have taken place to explore options for expanding eligibility criteria—either by increasing the geographic radius or by including residents of the school district.

In response, Tom McWatters prepared draft language for the Commission’s consideration. He provided an overview of the proposed amendments and explained their intended impact.

Following thorough discussion, there was consensus to expand eligibility to include residents of the Wauseon Exempted Village School District and business owners with establishments located within city limits.

It is therefore recommended that the relevant sections of the City Charter be amended to revise the current requirement—that individuals serving on specific boards and commissions must be electors of the Municipality. The amended language would instead require that members be either residents of the Wauseon Exempted Village School District or owners of a business located within the City.

Section 7.01: Civil Service Commission

Section 7.02: Planning Commission

Section 7.03: Board of Zoning Appeals

Section 7.05: Charter Revision Commission

Section 7.07: Various Boards and Commissions

Safety and Code Committee Vote:
3 yeas 0 nays

Charter Revision Commission:
3 yeas 0 nays

There being no further business of this Charter Revision Commission, Lisa Smith moved and seconded by Mike Murry for adjournment at 5:40 p.m.

Minutes prepared by: Korin Miller

ITEM REPORT

To: City Council

From:

Meeting Date: August 4, 2025

Department/Office: Admin

Item Name: Recommendation that the following sections of the Charter be amended to change the requirement that persons sitting on the specific boards and commissions be an elector of the Municipality to the requirement that they be residents of the Wauseon Exempted Village School District or an owner of a business located in the City:

Section 7.01: Civil Service Commission

Section 7.02: Planning Commission

Section 7.03: Board of Zoning Appeals

Section 7.05: Charter Revision Commission

Section 7.07: Various Boards and Commissions

Summary:

Recommended Action:

Budget:

Attachments:

None



Item: 7.a.

ITEM REPORT

To: City Council

From:

Meeting Date: August 4, 2025

Department/Office:

Item Name: Phil Kessler, Fire Chief

Summary:

Recommended Action:

Budget:

Attachments:

None



Item: 7.b.

ITEM REPORT

To: City Council

From:

Meeting Date: August 4, 2025

Department/Office:

Item Name: Kevin Chittenden, Police Chief

Summary:

Recommended Action:

Budget:

Attachments:

None



Item: 7.c.

ITEM REPORT

To: City Council

From:

Meeting Date: August 4, 2025

Department/Office:

Item Name: Keith Torbet, Director of Public Service

Summary:

Recommended Action:

Budget:

Attachments:

None



Item: 7.d.

ITEM REPORT

To: City Council

From:

Meeting Date: August 4, 2025

Department/Office:

Item Name: Jamie Giguere, Director of Finance

Summary:

Recommended Action:

Budget:

Attachments:

None



Item: 7.e.

ITEM REPORT

To: City Council

From:

Meeting Date: August 4, 2025

Department/Office:

Item Name: Thomas McWatters III, Law Director

Summary:

Recommended Action:

Budget:

Attachments:

None



Item: 8.a.

ITEM REPORT

To: City Council

From:

Meeting Date: August 4, 2025

Department/Office: Admin

Item Name: Ordinance 2025-7: An Ordinance Directing The City Clerk To File A Copy Of Proposed Charter Amendment Revising The Qualifications Necessary To Serve On Boards And Commissions Under Section 7.07(A)(2) For Placement By The Board Of Elections On The Ballot At The Next Regularly Scheduled Election; And Declaring An Emergency

Summary:

Recommended Action:

Budget:

Attachments:

1. 2025-7 CA Section 7.07(A)(2)

	Yes	No
Emergency	_____	_____
First Reading	_____	_____
Second Reading	_____	_____
Third Reading	_____	_____
Suspension	_____	_____

ORDINANCE 2025-7

AN ORDINANCE DIRECTING THE CITY CLERK TO FILE A COPY OF PROPOSED CHARTER AMENDMENT REVISING THE QUALIFICATIONS NECESSARY TO SERVE ON BOARDS AND COMMISSIONS UNDER SECTION 7.07(A)(2) FOR PLACEMENT BY THE BOARD OF ELECTIONS ON THE BALLOT AT THE NEXT REGULARLY SCHEDULED ELECTION; AND DECLARING AN EMERGENCY

WHEREAS, Codified Ordinance 7.07(A)(2) restricts the persons who may serve on various Boards and Commissions to electors of the Municipality; and

WHEREAS, Council desires to revise Codified Ordinance 7.07(A)(2) to permit persons who are residents of the Wauseon Exempted Village School District or own a business located in the Municipality to serve on various boards and commissions; and

WHEREAS, this Ordinance should be declared an emergency measure necessary for the immediate preservation of the health, safety, and public welfare of the City in order to ensure that the proposed amendment can be placed on the ballot in the general election in November, 2025;

BE IT THEREFORE ORDAINED by the Council of the City of Wauseon, Fulton County, Ohio as follows:

Section 1.

That Section 7.07(A)(2) of the Charter of the City of Wauseon be amended as follows:

(2) Take action by motion, and a majority vote of the members of the board or commission shall be necessary to take any action. A majority of the members shall constitute a quorum. All members of boards and commissions shall be *residents of the Wauseon Exempted Village School District or an owner of a business located in the Municipality.*

Section 2.

That the City Clerk forthwith file a copy of the above proposed Charter amendment with Board of Elections of Fulton County, Ohio.

Section 3.

That the Board of Elections of Fulton County, Ohio thereafter include the above amendment on the ballot at the next regularly scheduled election subsequent to the date hereof to determine the acceptance or rejection by a majority of the electors of the City of Wauseon, Ohio voting thereon.

Section 4

.
That this Ordinance be, and hereby is, declared to be an emergency measure, necessary for the immediate preservation of health, safety, and public welfare of the citizens of the City of Wauseon in order to be able to fill vacancies on various boards and commissions, and shall be in full force and effect from and immediately after its passage.

Passed:

Kathy Huner, Mayor

Shane Chamberlin, President of Council

Attest: _____
Korin Miller
Clerk of Council

Approved as to form:

Thomas A. McWatters III
City Law Director



Item: 8.b.

ITEM REPORT

To: City Council

From:

Meeting Date: August 4, 2025

Department/Office: Admin

Item Name: Ordinance 2025-8: An Ordinance Directing The City Clerk To File A Copy Of Proposed Charter Amendment Revising The Qualifications Necessary To Serve On The Civil Service Commission Under Section 7.01(B) For Placement By The Board Of Elections On The Ballot At The Next Regularly Scheduled Election; And Declaring An Emergency

Summary:

Recommended Action:

Budget:

Attachments:

1. 2025-8 CA Section 7.01(B)

	Yes	No
Emergency	_____	_____
First Reading	_____	_____
Second Reading	_____	_____
Third Reading	_____	_____
Suspension	_____	_____

ORDINANCE 2025-8

AN ORDINANCE DIRECTING THE CITY CLERK TO FILE A COPY OF PROPOSED CHARTER AMENDMENT REVISING THE QUALIFICATIONS NECESSARY TO SERVE ON THE CIVIL SERVICE COMMISSION UNDER SECTION 7.01(B) FOR PLACEMENT BY THE BOARD OF ELECTIONS ON THE BALLOT AT THE NEXT REGULARLY SCHEDULED ELECTION; AND DECLARING AN EMERGENCY

WHEREAS, Codified Ordinance 7.01(B) restricts the persons who may serve on the Civil Service Commission to electors of the Municipality; and

WHEREAS, Council desires to revise Codified Ordinance 7.01(B) to permit persons who are residents of the Wauseon Exempted Village School District or own a business located in the Municipality to serve on the Civil Service Commission; and

WHEREAS, this Ordinance should be declared an emergency measure necessary for the immediate preservation of the health, safety, and public welfare of the City in order to ensure that the proposed amendment can be placed on the ballot in the general election in November, 2025;

BE IT THEREFORE ORDAINED by the Council of the City of Wauseon, Fulton County, Ohio as follows:

Section 1.

That Section 7.01(B) of the Charter of the City of Wauseon be amended as follows:

(B) Within sixty days after the Municipality attains city status or within sixty days after the effective date of this Charter, whichever date is later, a Civil Service Commission consisting of three members who are *residents of the Wauseon Exempted Village School District or own a business located in the Municipality* shall be appointed by the Mayor and confirmed by the Council by a vote of not less than three-fourths of its members. The members first appointed shall be appointed one for a term of two years, one for a term of four years and one for a term of six years. Thereafter all members shall be appointed for six year terms of office.

Section 2.

That the City Clerk forthwith file a copy of the above proposed Charter amendment with Board of Elections of Fulton County, Ohio.

Section 3.

That the Board of Elections of Fulton County, Ohio thereafter include the above amendment on the ballot at the next regularly scheduled election subsequent to the date hereof to determine the acceptance or rejection by a majority of the electors of the City of Wauseon, Ohio voting thereon.

Section 4

That this Ordinance be, and hereby is, declared to be an emergency measure, necessary for the immediate preservation of health, safety, and public welfare of the citizens of the City of Wauseon in order to be able to fill vacancies on various boards and commissions, and shall be in full force and effect from and immediately after its passage.

Passed:

Kathy Huner, Mayor

Shane Chamberlin, President of Council

Attest: _____
Korin Miller
Clerk of Council

Approved as to form:

Thomas A. McWatters III
City Law Director



Item: 8.c.

ITEM REPORT

To: City Council

From:

Meeting Date: August 4, 2025

Department/Office: Admin

Item Name: Ordinance 2025-9: An Ordinance Directing The City Clerk To File A Copy Of Proposed Charter Amendment Revising The Qualifications Necessary To Serve On The Planning Commission Under Section 7.02(A) For Placement By The Board Of Elections On The Ballot At The Next Regularly Scheduled Election; And Declaring An Emergency

Summary:

Recommended Action:

Budget:

Attachments:

1. 2025-9 CA Section 7.02(A)

	Yes	No
Emergency	_____	_____
First Reading	_____	_____
Second Reading	_____	_____
Third Reading	_____	_____
Suspension	_____	_____

ORDINANCE 2025-9

AN ORDINANCE DIRECTING THE CITY CLERK TO FILE A COPY OF PROPOSED CHARTER AMENDMENT REVISING THE QUALIFICATIONS NECESSARY TO SERVE ON THE PLANNING COMMISSION UNDER SECTION 7.02(A) FOR PLACEMENT BY THE BOARD OF ELECTIONS ON THE BALLOT AT THE NEXT REGULARLY SCHEDULED ELECTION; AND DECLARING AN EMERGENCY

WHEREAS, Codified Ordinance 7.02(A) restricts the persons who may serve on the Planning Commission to electors of the Municipality; and

WHEREAS, Council desires to revise Codified Ordinance 7.02(A) to permit persons who are residents of the Wauseon Exempted Village School District or own a business located in the Municipality to serve on the Planning Commission; and

WHEREAS, this Ordinance should be declared an emergency measure necessary for the immediate preservation of the health, safety, and public welfare of the City in order to ensure that the proposed amendment can be placed on the ballot in the general election in November, 2025;

BE IT THEREFORE ORDAINED by the Council of the City of Wauseon, Fulton County, Ohio as follows:

Section 1.

That Section 7.02(A) of the Charter of the City of Wauseon be amended as follows:

(A) There is hereby created a Planning Commission consisting of the Mayor, one member of the Council to be appointed by a majority vote of the Council to serve during his or her current term on Council, and five (5) *residents of the Wauseon Exempted Village School District or owners of a business located in the Municipality* to be appointed by the Mayor to serve overlapping six (6) year terms of office subject to approval by the Three Fourths majority vote of the members of City Council, and to serve without compensation. Each member appointed by the Mayor shall serve for a six (6) year term, except that the first members appointed by the Mayor

to fill the two (2) additional positions shall be appointed so that one serves a term of four (4) years and one serves a term of six (6) years. Thereafter, each member appointed by the Mayor shall serve for a six (6) year term.

Section 2.

That the City Clerk forthwith file a copy of the above proposed Charter amendment with Board of Elections of Fulton County, Ohio.

Section 3.

That the Board of Elections of Fulton County, Ohio thereafter include the above amendment on the ballot at the next regularly scheduled election subsequent to the date hereof to determine the acceptance or rejection by a majority of the electors of the City of Wauseon, Ohio voting thereon.

Section 4

That this Ordinance be, and hereby is, declared to be an emergency measure, necessary for the immediate preservation of health, safety, and public welfare of the citizens of the City of Wauseon in order to be able to fill vacancies on various boards and commissions, and shall be in full force and effect from and immediately after its passage.

Passed:

Kathy Huner, Mayor

Shane Chamberlin, President of Council

Attest: _____
Korin Miller
Clerk of Council

Approved as to form:

Thomas A. McWatters III
City Law Director



Item: 8.d.

ITEM REPORT

To: City Council

From:

Meeting Date: August 4, 2025

Department/Office: Admin

Item Name: Ordinance 2025-10: An Ordinance Directing The City Clerk To File A Copy Of Proposed Charter Amendment Revising The Qualifications Necessary To Serve On The Board Of Zoning Appeals Under Section 7.03(A) For Placement By The Board Of Elections On The Ballot At The Next Regularly Scheduled Election; And Declaring An Emergency

Summary:

Recommended Action:

Budget:

Attachments:

1. 2025-10 CA Section 7.03(A)

	Yes	No
Emergency	_____	_____
First Reading	_____	_____
Second Reading	_____	_____
Third Reading	_____	_____
Suspension	_____	_____

ORDINANCE 2025-10

AN ORDINANCE DIRECTING THE CITY CLERK TO FILE A COPY OF PROPOSED CHARTER AMENDMENT REVISING THE QUALIFICATIONS NECESSARY TO SERVE ON THE BOARD OF ZONING APPEALS UNDER SECTION 7.03(A) FOR PLACEMENT BY THE BOARD OF ELECTIONS ON THE BALLOT AT THE NEXT REGULARLY SCHEDULED ELECTION; AND DECLARING AN EMERGENCY

WHEREAS, Codified Ordinance 7.03(A) restricts the persons who may serve on the Board of Zoning Appeals to electors of the Municipality; and

WHEREAS, Council desires to revise Codified Ordinance 7.03(A) to permit persons who are residents of the Wauseon Exempted Village School District or own a business located in the Municipality to serve on the Board of Zoning Appeals; and

WHEREAS, this Ordinance should be declared an emergency measure necessary for the immediate preservation of the health, safety, and public welfare of the City in order to ensure that the proposed amendment can be placed on the ballot in the general election in November, 2025;

BE IT THEREFORE ORDAINED by the Council of the City of Wauseon, Fulton County, Ohio as follows:

Section 1.

That Section 7.03(A) of the Charter of the City of Wauseon be amended as follows:

(A) There is hereby created a Board of Zoning Appeals consisting of five members who shall be *residents of the Wauseon Exempted Village School District or owners of a business located in the Municipality* and shall be appointed by the Mayor subject to the approval of the Council by a vote of three-fourths of its members. Members of the Board of Zoning Appeals shall serve overlapping five year terms of office, and shall serve without compensation. The first members appointed shall be appointed so that one serves a term of five years, one serves a term of four

years, one serves a term of three years, one serves a term of two years and one serves a term of one year. Thereafter, each member shall serve a term of five years.

Section 2.

That the City Clerk forthwith file a copy of the above proposed Charter amendment with Board of Elections of Fulton County, Ohio.

Section 3.

That the Board of Elections of Fulton County, Ohio thereafter include the above amendment on the ballot at the next regularly scheduled election subsequent to the date hereof to determine the acceptance or rejection by a majority of the electors of the City of Wauseon, Ohio voting thereon.

Section 4

That this Ordinance be, and hereby is, declared to be an emergency measure, necessary for the immediate preservation of health, safety, and public welfare of the citizens of the City of Wauseon in order to be able to fill vacancies on various boards and commissions, and shall be in full force and effect from and immediately after its passage.

Passed:

Kathy Huner, Mayor

Shane Chamberlin, President of Council

Attest: _____
Korin Miller
Clerk of Council

Approved as to form:

Thomas A. McWatters III
City Law Director



Item: 8.e.

ITEM REPORT

To: City Council

From:

Meeting Date: August 4, 2025

Department/Office: Admin

Item Name: Ordinance 2025-11: An Ordinance Directing The City Clerk To File A Copy Of Proposed Charter Amendment Revising The Qualifications Necessary To Serve On The Charter Revision Commission Under Section 7.05(A) For Placement By The Board Of Elections On The Ballot At The Next Regularly Scheduled Election; And Declaring An Emergency

Summary:

Recommended Action:

Budget:

Attachments:

1. 2025-11 CA Section 7.05(A)

	Yes	No
Emergency	_____	_____
First Reading	_____	_____
Second Reading	_____	_____
Third Reading	_____	_____
Suspension	_____	_____

ORDINANCE 2025-11

AN ORDINANCE DIRECTING THE CITY CLERK TO FILE A COPY OF PROPOSED CHARTER AMENDMENT REVISING THE QUALIFICATIONS NECESSARY TO SERVE ON THE CHARTER REVISION COMMISSION UNDER SECTION 7.05(A) FOR PLACEMENT BY THE BOARD OF ELECTIONS ON THE BALLOT AT THE NEXT REGULARLY SCHEDULED ELECTION; AND DECLARING AN EMERGENCY

WHEREAS, Codified Ordinance 7.05(A) restricts the persons who may serve on the Charter Revision Commission to electors of the Municipality; and

WHEREAS, Council desires to revise Codified Ordinance 7.05(A) to permit persons who are residents of the Wauseon Exempted Village School District or own a business located in the Municipality to serve on the Charter Revision Commission ; and

WHEREAS, this Ordinance should be declared an emergency measure necessary for the immediate preservation of the health, safety, and public welfare of the City in order to ensure that the proposed amendment can be placed on the ballot in the general election in November, 2025;

BE IT THEREFORE ORDAINED by the Council of the City of Wauseon, Fulton County, Ohio as follows:

Section 1.

That Section 7.05(A) of the Charter of the City of Wauseon be amended as follows:

(A) There is hereby created a Charter Revision Commission which shall consist of five members to be appointed as follows: two shall be appointed from the membership of the Council by a majority vote of the members of Council for one year terms of office; and three shall be *residents of the Wauseon Exempted Village School District or owners of a business located in the Municipality* who are not members of the Council to be appointed by the Mayor for overlapping terms of office. The first members appointed by the Mayor shall be appointed so that

one serves for a one year term, one serves for a two year term and one serves for a three year term. Thereafter, each member appointed by the Mayor shall serve for a three year term of office. Members of the Commission shall serve without compensation. Terms of members of the Commission shall begin on the first day of July after their appointment, commencing in the year 1982.

Section 2.

That the City Clerk forthwith file a copy of the above proposed Charter amendment with Board of Elections of Fulton County, Ohio.

Section 3.

That the Board of Elections of Fulton County, Ohio thereafter include the above amendment on the ballot at the next regularly scheduled election subsequent to the date hereof to determine the acceptance or rejection by a majority of the electors of the City of Wauseon, Ohio voting thereon.

Section 4

That this Ordinance be, and hereby is, declared to be an emergency measure, necessary for the immediate preservation of health, safety, and public welfare of the citizens of the City of Wauseon in order to be able to fill vacancies on various boards and commissions, and shall be in full force and effect from and immediately after its passage.

Passed:

Kathy Huner, Mayor

Shane Chamberlin, President of Council

Attest: _____
Korin Miller
Clerk of Council

Approved as to form:

Thomas A. McWatters III
City Law Director