

Mayor
Kathy Huner

City Council
Shane Chamberlin
Rick Frey
Steve Schneider
Harold Stickley
Jeff Stiriz
Scott Stiriz



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
Richard Sluder

January 2, 2020

Wauseon City Council
230 Clinton Street
Wauseon, Ohio 43567

RE: Council Meeting of January 6, 2020

Dear Council Members:

This will be Council's organizational meeting for the next two years. Council will need to select a Council President. Any person can nominate either himself/herself or any other Council Member for Council President. Nominations for Council President do not require a second. After nominations have occurred, there will need to be a motion to close nominations with a second and a roll call vote. Thereafter, Council will need to vote to elect their Council President. Prior to the vote, each nominated candidate will have the opportunity briefly present his/her reasons for wishing to be Council President.

As Council is aware, the Council President serves as Mayor in the Mayor's absence. The Council President is also responsible for organizing the Council Committees and generally serves as Council's spokesperson on various issues.

We are not currently aware of anyone wishing to address Council.

There are no committee reports.

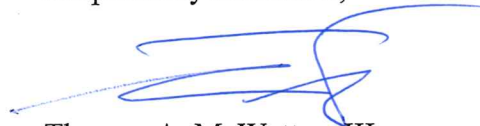
There will be a first reading on Resolution 2020-1 (emergency) which amends Resolution 2019-31 to clarify the full-time employees for whom the 2020 wages increases apply. There will also be a first reading on Resolution 2020-2 (emergency) which authorizes the Mayor to advertise for bids, accept the lowest and best bid, and award a contract for the

replacement of the water main on South Shoop Avenue between Leggett Street and Orth Road.

In new business, a motion will be necessary to appoint members to various boards, committees, and commissions. Additionally the Mayor will read a proclamation recognizing Elda Dehnbostel, who will be turning 100 years old.

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,



Thomas A. McWatters III
City Law Director

TAM:knp

cc: Kathy Huner, Mayor
Andrea Gerken, Clerk of Council
Jamie Giguere, Finance Director
The Blade

Mayor
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WAUSEON CITY COUNCIL AGENDA
January 6, 2020
5:00 pm

Order of Business

1. Call meeting to order
2. Pledge of Allegiance
3. Moment of Silence
4. Roll Call
 - a) Council President Jeff Stiriz
 - b) Councilor Schneider
 - c) Councilor Stickley
 - d) Councilor Chamberlin
 - e) Councilor Scott Stiriz
5. Elect Council President
 - a) Nominations for Council President
 - b) Motion to close nominations moved by _____ and seconded by _____.
Vote: ____ Yeas ____ Nays
 - c) Motion to elect _____ as Council President moved by _____ and seconded by _____.
Vote: ____ Yeas ____ Nays
6. Approval of prior meetings' minutes:
 - a) Council Meeting: December 16, 2019
 - b) Special Council Meeting: December 30, 2019
 - c) Committee of the Whole: January 2, 2020
 - Motion to approve the prior meeting minutes moved by _____ and seconded by _____.
All in favor:
7. Names of Individuals Wishing to Address Council and Topic
8. Committee Reports
9. Department Head Reports
 - a) Rick Sluder, 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
10. First Reading of Legislation or Emergency
 - a) Resolution 2020-1: Amend Resolution 2019-31: Annual Wage Increase for Full Time Nonunion Employees; and Declaring an Emergency

- Motion to place Resolution 2020-1 on emergency moved by _____ and seconded by _____.
Vote: ____ Yeas ____ Nays
 - Motion to place Resolution 2020-1 on final reading moved by _____ and seconded by _____.
Vote: ____ Yeas ____ Nays
- b) Resolution 2020-2: A Resolution Authorizing the Mayor to Advertise for Bids for Water Main Replacement; Authorizing the Mayor to Accept the Lowest and Best Bid; Authorizing the Mayor to Enter Into a Contract with the Lowest and Best Bidder; and Declaring an Emergency
- Motion to place Resolution 2020-2 on emergency moved by _____ and seconded by _____.
Vote: ____ Yeas ____ Nays
 - Motion to place Resolution 2020-2 on final reading moved by _____ and seconded by _____.
Vote: ____ Yeas ____ Nays
11. Second Reading of Legislation or Emergency
12. Third Reading of Legislation or Emergency
13. New Business
- a) Motion to accept the Mayor's appointments to the various boards and commissions moved by _____ and seconded by _____.
Vote: ____ Yeas ____ Nays
- **Charter Revision Commission**
Jeff Stiriz – 12/31/20 1 Year Term
Steve Schneider – 12/31/20 1 Year Term
 - **Community Reinvestment Area Housing Council** 3 Year Term
Sue Dieringer – 12/31/22
Larry Fruth – 12/31/22
 - **Maumee Valley Planning Organization** 1 Year Term
Keith Torbet – 12/31/20
 - **Wauseon Planning Commission** 4 Year Term
Kathy Huner – 12/31/23
 - **Pride Wauseon Preservation & Design Review Board** 3 Year Term
Ivan Hite – 12/31/22
 - **Tree Commission** 3 Year Term
Larry Frey 12/31/22
Rick Frey (Member At Large) replace Jim Spiess 12/31/21
 - **Zoning Board of Appeals** 5 Year Term
Michael Christman 12/31/24
Daniel Dunlap (unexpired term of Perry Rupp) 12/31/22
- b) Proclamation for Elda Dehnbostel
14. Approval of the Bills

- a) Motion to approve and pay the bills as presented moved by _____ and seconded by _____.

Vote: ____ Yeas ____ Nays

15. Adjournment

- a) Motion to adjourn moved by _____ and seconded by _____.

All in favor:

Andrea R Gerken
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.

	Yes	No
Emergency		
First Reading		
Second Reading		
Third Reading		
Suspension		

RESOLUTION NO. 2020-01

**A RESOLUTUION AMENDING RESOLUTION 2019-31;
AND DECLARING AN EMERGENCY**

WHEREAS, City Council adopted Resolution 2019-31, which approved an increase of wages for certain full-time employees of the City of Wauseon; and

WHEREAS, the employees for whom the wage increases are to apply were described in Resolution 2019-31 as all “full-time, non-union employees,” but should have been properly described as all “full-time employees not in positions subject to a bargaining unit”; and

WHEREAS, City Council desires to amend Resolution 2019-31 to provide the proper description of the employees to whom the wage increases apply; and

WHEREAS, the caption of Resolution 2019-31 read “Ordinance 2019-31” and should be revised to state “Resolution 2019-31”;

WHEREAS, this measure is therefore declared to be an emergency measure necessary to protect the health, safety and welfare of the citizens of Wauseon.

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

Section 1.

That the caption of Resolution 2019-31 be amended to state “Resolution 2019-31”.

Section 2.

That Sections 1, 2, 3, and 4 of Resolution 2019-31 be amended to provide as follows:

Section 1.

Effective January 1, 2020, the wages of all full-time employees not in positions subject to a bargaining unit shall be increased by 2%.

Section 2.

That effective January 1, 2020, the wages of full-time employees not in positions subject to a bargaining unit shall be further increased based on each employee's performance as measured through the City's employee evaluation system.

Section 3.

That pursuant to Section 3 of the City's Compensation Plan, the minimum, midpoint, and maximum pay rates of the City's Compensation Plan's Wage Scale shall not be adjusted upwards, effective January 1, 2020, based on the Consumer Price Index (CPI) effective November 30 of the current year.

Section 4.

This measure is hereby declared to be an emergency measure necessary to preserve the health, safety and welfare of the citizens of the City of Wauseon and should be in full force and effect immediately after its passage."

Passed:

Kathy Huner, Mayor

President of Council

Attest: _____

Andrea Gerken
Clerk of Council

Approved as to Form:

Thomas A. McWatters III
City Law Director

	Yes	No
Emergency		
First Reading		
Second Reading		
Third Reading		

RESOLUTION 2020-2

A RESOLUTION AUTHORIZING THE MAYOR TO ADVERTISE FOR BIDS FOR WATER MAIN REPLACEMENT; AUTHORIZING THE MAYOR TO ACCEPT THE LOWEST AND BEST BID; AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH THE LOWEST AND BEST BIDDER; AND DECLARING AN EMERGENCY

WHEREAS, the City of Wauseon is desirous of maintaining its water delivery system within the City; and

WHEREAS, it is necessary to replace the water main located on South Shoop Avenue between Leggett Street and Orth Road; and

WHEREAS, certain monies have been properly budgeted and appropriated for this purpose; and

WHEREAS, the Mayor should be authorized to accept the lowest and best bid within the budgetary constraints set for said purpose; and

WHEREAS, the specifications for the water main replacement are currently on file in the office of the Clerk of Council; and

WHEREAS, this measure is declared to be an emergency measure necessary to protect the health, safety and welfare of the citizens of Wauseon;

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

Section 1.

That the Mayor be, and hereby is, authorized to advertise for bids pursuant to Ohio Law and the Codified Ordinances of the City of Wauseon, Ohio, for replacement of the water main located on South Shoop Avenue between Leggett Street and Orth Road pursuant to the plans and specifications on file in the office of the Clerk of Council.

Section 2.

Upon compliance with the State of Ohio and the Codified Ordinances of the City of Wauseon, the Mayor is hereby authorized to accept the lowest and best bid in the amount budgeted for this purpose.

Section 3.

That the Mayor is further authorized to execute any and all documents necessary therefore.

Section 4.

This measure is hereby declared to be an emergency measure necessary to preserve the health, safety and welfare of the citizens of the City of Wauseon and should be in full force and effect immediately after its passage.

Passed:

Kathy Huner, Mayor

President of Council

Attest: _____
Andrea Gerken
Clerk of Council

Approved as to Form:

Thomas A. McWatters III
City Law Director

Wauseon City Council

December 16, 2019

WAUSEON CITY COUNCIL MEETING

Monday, December 16, 2019 at 5:00 P.M.

This meeting of the Wauseon City Council was called to order at 5:00 p.m. by Mayor Huner. She asked everyone to stand for the Pledge of Allegiance, which was followed by a moment of silence. Roll was taken by the Assistant Clerk of Council. Present were Council President Stiriz, Councilors Stickley, Schneider, Chamberlin, Scott Stiriz and Frey to constitute a quorum for the transaction of city business.

APPROVAL OF PRIOR MEETINGS' MINUTES

Councilor Stickley moved and seconded by Councilor Frey to approve the previous meetings' minutes.

VOTE: Six Yeas No Nays Motion Carries

PRESENT PLAQUE TO COUNCILOR FREY

Mayor Huner presented a plaque to Councilor Frey and thanked him for his 6 years of service on City Council and wished Councilor Frey the best of luck as a Clinton Township Trustee.

COMMITTEE REPORTS

Councilor Schneider reported the Finance Committee met on December 5th to discuss the 2020 Budget. There were minor changes to the budget and the committee recommended to approve the budget as presented and recommended the Ordinance be passed tonight.

Councilor Chamberlin made a motion and seconded by Councilor Frey to accept the Finance Committee's recommendation to approve the Budget for 2020.

VOTE: Six Yeas No Nays Motion Carries

Councilor Stickley reported the Park Board Committee met on December 10th to discuss the placement of the new Indian Hill Trail sign at the Lawrence Avenue entrance of Homecoming Park.

Councilor Schneider made a motion and seconded by Councilor Stickley to accept the Park Board recommendation to install the Indian Hill Trail sign at the Lawrence Avenue entrance of Homecoming Park.

VOTE: Six Yeas No Nays Motion Carries

Councilor Frey reported the Tree Commission met on December 11th to discuss several trees to be cut down and the board would like more training about educating the public regarding trees. Kim Bowles also said her term is up this year and she will not be renewing her term. Jim Spiess also said he will not be finishing out his term. Councilor Frey would like to remain on Tree Commission as a member at large. Mayor Huner asked if the members need to live within the city and Councilor Frey said no, there are other members on the board that currently do not live in town.

No Action taken.

Councilor Chamberlin reported the Personnel Committee met on December 12th to discuss a couple changes within the employee handbook regarding increasing the Finance Director's credit limit not to exceed \$10,000 so that she is able to pay various bills each month. The committee also added the word "shall" to section 7.10 (D) Post Accident Testing. The committee also recommended a 2% increase

Wauseon City Council

December 16, 2019

for all full-time non-union employees and certain merit increases for some employees.

Councilor Chamberlin made a motion with Councilor Stickley seconding to remove the Employee Handbook from the table.

VOTE: Six Yeas No Nays Motion Carries

Councilor Stickley made a motion with Councilor Chamberlin seconding to accept the Personnel Committee recommendation as amended.

VOTE: Six Yeas No Nay Motion Carries

Councilor Schneider made a motion with Councilor Chamberlin seconding to include the changes to section 6.07 (I) Credit Card Policy and section 7.10 (D) Post Accident Testing.

VOTE: Six Yeas No Nays Motion Carries

Councilor Stickley made a motion with Councilor Schneider seconding to accept the Personnel Committee recommendation to approve the 2% increase for all full-time non-union employees wage increase and merit increases.

VOTE: Six Yeas No Nays Motion Carries

DEPARTMENT REPORTS

Rick Sluder, Fire Chief - Chief Sluder distributed his November 2019 monthly report to Council. The fire department will be helping with Santa at the Depot beginning this Wednesday. He discussed Resolution 2019-29 regarding Dover Township that it is ready to be passed on emergency tonight and said that York and Pike Townships have both decided not to go with our services as of 01/01/2020 and have choose to go with Delta due to financial reasons.

Kevin Chittenden, Police Chief - Chief Chittenden would like to ask for prayers for a former Auxiliary Officer; Sam Yoh who was shot this past weekend and is currently in critical condition. He also reported the Christmas for kids went well this weekend, they had 51 kids participate and thanked everyone for their help.

Keith Torbet, Director of Public Service - Keith said leaf pickup finished today but you can still use our drop off behind the Public Works Department. Brush pickup will begin again after the 1st of the year. They are finishing getting bids for the front of the municipal building and bids for erosion control at the small reservoir. Keith said the Ohio Plan Risk Management conducted an inspection on all of our playground equipment and about 75% of all repairs have been completed and they are hoping to have everything done by the spring. Some of the playground equipment is too old to get parts for and will probably need to be replaced.

Jamie Giguere, Finance Director - Absent

Tom McWatters, Director of Law - Tom explained Resolution 2019-31 Wage Increases for Full-Time Non-Union employees will need to be passed on an emergency and this is allowing a 2% increase for all full-time non-union employees and merit increases based on each employee's performance evaluation. The Finance Director said the City's Compensation Plan, minimum, midpoint and maximum rates shall not be adjusted upwards based on the Consumer Price Index (CPI). Also, Mayor Huner would like a short executive session to discuss two (2) employee merit increases that will stand unless Council wants to veto the Mayor's recommendation and she can clarify these increases.

Tom also discussed Resolution 2019-32 regarding a cell tower lease at the Wauseon Union Cemetery property. We will be entering into a lease agreement

Wauseon City Council

December 16, 2019

with Viasat, Inc. for the purpose of erecting a small tower (6' satellite) on an unused area at the Wauseon Union Cemetery.

FIRST READING OF LEGILSTION OR EMERGENCY

Ordinance 2019-8: Annual Appropriations for Fiscal Year Ending December 31, 2020.

Councilor Schneider moved and seconded by Councilor Stickley to place Ordinance 2019-8 on final reading and that the final reading be passed.

VOTE: Six Yeas No Nays Motion Carries (*Resolution 2019-8 passes and is in effect*)

Resolution 2019-29: Authorizing the Mayor to Enter into an Agreement with Dover Township for Fire Services; and Declaring an Emergency

Councilor Stickley moved and seconded by Council President Stiriz to place Resolution 2019-29 on emergency.

VOTE: Six Yeas No Nays Motion Carries

Councilor Frey moved and seconded by Council President Stiriz to place Resolution 2019-29 on final reading and that the final reading be passed.

VOTE: Six Yeas No Nays Motion Carries (*Resolution 2019-29 passes and is in effect*)

Resolution 2019-31: Approving a Wage Increase for Full-Time Non-Union Employees; and Declaring an Emergency

Councilor Frey moved and seconded by Councilor Stickley to place Resolution 2019-31 on emergency.

VOTE: Six Yeas No Nays Motion Carries

Councilor Schneider moved and seconded by Council President Stiriz to place Resolution 2019-31 on final reading and that the final reading be passed.

VOTE: Six Yeas No Nays Motion Carries (*Resolution 2019-31 passes and in effect*)

Resolution 2019-32: Authorizing the Mayor to Execute a Utility and Access Easement Pertaining to a Cell Tower Lease on the Wauseon Union Cemetery Property; and Declaring an Emergency.

Councilor Stickley made a motion with Council President Stiriz seconding to place Resolution 2019-32 on emergency.

VOTE: Six Yeas No Nays Motion Carries

Council President Stiriz made a motion with Councilor Schneider seconding to place Resolution 2019-32 on final reading and that the final reading be passed.

VOTE: Six Yeas No Nays Motion Carries (*Resolution 2019-32 passes and in effect*)

Councilor Chamberlin commended Derek Heising on the work he has been doing at Clinton Township and thanked him for his hard work.

SECOND READING OF LEGISLATION OR EMERGENCY

There was no legislation for second reading.

THIRD READING OF LEGILATION OR EMERGENCY

There was no legislation for third reading.

Wauseon City Council

December 16, 2019

NEW BUSINESS

Councilor Stickley moved and seconded by Council President Stiriz to pay all bills to December 31, 2019.

VOTE: Six Yeas No Nays Motion Carriers

Mayor Huner said this has been a bad week for the city administration and thanked everyone for their support and apologized for missing the Personnel Committee meeting last week due to an illness in her family and offered condolences to Councilor Schneider for the passing of his brother and prayers to the Police Department for a former auxiliary officer shot in the line of duty, and offered prayers to Andrea and her mother. Mayor Huner also thanked Scott Stiriz for his 35 years of service at the Wauseon Union Cemetery.

APPROVAL OF THE BILLS

Councilor Schneider moved and seconded by Council President Stiriz to approve the bills as presented.

Vote: Six Yeas No Nays Motion Carries

EXECUTIVE SESSION

Mayor Huner asked for a motion to enter into Executive Session to discuss employee compensation and requested that Tom McWatters remain in the meeting.

Councilor Chamberlin moved and seconded by Councilor Stickley to enter into executive session at 5:40 p.m.

VOTE Six Yeas No Nays Motion Carries

Council excused Executive Session at 5:45 pm per Tom McWatters.

ADJOURNMENT

There being no further business to come before this session of the Wauseon City Council, Mayor Huner asked for a motion to adjourn.

Council President Stiriz made a motion and seconded by Councilor Stickley to adjourn this meeting at 5:46 p.m.

All in favor: Motion Passed Unanimously

Assistant Clerk of Council

President of Council

Wauseon City Council

December 30, 2019

WAUSEON CITY COUNCIL MEETING

SPECIAL COUNCIL MEETING

Monday, December 30, 2019 at 7:45 A.M.

This meeting of the Wauseon City Council was called to order at 7:45 a.m. by Mayor Huner. Roll was taken by the Clerk of Council. Present were Council President Stiriz, Councilors Stickley, Schneider, Scott Stiriz and Frey to constitute a quorum for the transaction of city business.

Also present were Keith Torbet and Jamie Giguere.

FIRST READING OF LEGISLATION OR EMERGENCY

Resolution 2019-30: Amend Ordinance 2018-17 Annual Appropriations Ordinance by Authorizing the Director of Finance to Increase or Decrease Certain Line Account Appropriations within the Various Funds Listed within the Year of 2019

Council President Stiriz moved and seconded by Councilor Stiriz to place Resolution 2019-30 on final reading and that the final reading be passed.

VOTE: 5 Yeas 0 Nays Motion Carries (*Resolution 2019-30 passes and is in effect*)

NEW BUSINESS

Council President Stiriz moved and seconded by Councilor Schneider to allow the Director of Finance to transfer \$100,000 from the Income Tax Capital Fund to the General Fund in order to maintain a positive value in the General Fund.

VOTE: 5 Yeas 0 Nays Motion Carriers

Tom McWatters arrived at 7:47 a.m.

Councilor Schneider said he spoke with the newspaper to correct the timeline for the length of time spent on the budget. Mayor Huner said she appreciates him calling and making that correction.

Councilor Chamberlin arrived after all voting was complete at 7:50 a.m. Mayor Huner asked if he had any questions about the legislation. He said no and thanked her for asking.

Councilor Stiriz asked about the process for appointing a new council member to the unexpired term of Rick Frey and Mayor Huner said that it is up to council. There was general discussion about the process and timeline to complete.

Mayor Huner said they would swear in the new Council Members at the Committee of the Whole meeting on Thursday, January 2, 2020. There was general discussion about the best day to swear in the newly elected members.

ADJOURNMENT

There being no further business to come before this session of the Wauseon City Council, Mayor Huner asked for a motion to adjourn.

Council President Stiriz made a motion and seconded by Councilor Schneider to adjourn this meeting at 8:01 a.m.

All in favor: Motion Passed Unanimously

Clerk of Council

President of Council

**WAUSEON CITY COUNCIL
COMMITTEE OF THE WHOLE
THURSDAY, JANUARY 2, 2020**

At the onset of the meeting, Mayor Huner administered the Oath of Office to newly elected members Shane Chamberlin, Scott Stiriz and Jeff Stiriz. Councilor Jeff Stiriz called this meeting to order at 7:45 a.m. Present were Councilors Scott Stiriz, Chamberlin, Stickley and Schneider. Also present were Mayor Huner and Keith Torbet.

Councilor Jeff Stiriz said that a new president of council will be elected at the January 6, 2020 Council meeting. He explained the legislation for first reading.

Resolution 2020-1: Amend Resolution 2019-31, Annual Wage Increase for Full Time Nonunion Employees; and Declaring an Emergency

Resolution 2020-2: A Resolution Authorizing the Mayor to Advertise for Bids for Water Main Replacement; Authorizing the Mayor to Accept the Lowest and Best Bid; Authorizing the Mayor to Enter Into a Contract with the Lowest and Best Bidder; and Declaring an Emergency

Councilor Jeff Stiriz said in new business a motion will be necessary to accept the Mayor's appoints to the various boards and commissions.

Charter Revision Commission

Jeff Stiriz – 12/31/20 1 Year Term

Steve Schneider – 12/31/20 1 Year Term

Community Reinvestment Area Housing Council

Sue Dieringer – 12/31/22

Larry Fruth – 12/31/22

Maumee Valley Planning Organization 1 Year Term

Keith Torbet – 12/31/20

Wauseon Planning Commission 4 Year Term

Kathy Huner – 12/31/23

Pride Wauseon Preservation & Design Review Board 3 Year Term

Ivan Hite – 12/31/22

Tree Commission 3 Year Term

Larry Frey 12/31/22

Rick Frey (At Large) replace Jim Spiess 12/31/21

Zoning Board of Appeals 5 Year Term

Michael Christman 12/31/24

Daniel Dunlap (Perry Rupp Vacancy) 12/31/22

Councilor Jeff Stiriz said Jamie Giguere said she is working on closing out 2019. He said Michael Oehlers will be sworn in for the PD on Jan 14, 2020 and the public swearing in will be Jan 20, 2020. Chief Sluder is working with Mr. McWatters in regards to the cancelled township agreements. Keith Torbet explained how calls are handled. There was general discussion about how calls are dispatched and handled and which departments will be sent out to various locations.

Councilor Jeff Stiriz said per Mr. Torbet, the mutual aid for the local PDs needs revamped. He said the Safety and Code Committee will be included in the township meetings pertaining to agreements. Keith Torbet would like a Utility Committee meeting scheduled to discuss water rates. There was general discussion about appointing a new member.

There being no further business, this meeting adjourned at 8:18 a.m.

Andrea Gerken, Clerk of Council

President of Council