

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 17, 2020

Wauseon City Council
230 Clinton Street
Wauseon, Ohio 43567

RE: Council Meeting of January 20, 2020

Dear Council Members:

At the outset of the meeting, Police Chief Chittenden will introduce new Patrol Officer Michael Oehlers.

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

There are no committee reports.

There will be a first reading on Ordinance 2020-1, which amends Section 1144 of the Codified Ordinances to add the Director of Public Service as a person who can oversee sidewalk construction and repair in the City. There will also be a first reading on Ordinance 2020-2 (emergency) which appoints a Law Director for the two year term February 1, 2020-January 31, 2022, and sets the rate of compensation. The ordinance maintains the City's current representation and rates of compensation.

There is no legislation for second or third reading.

In new business, a motion will be necessary to reappoint Andrea Clerk for a two-year term from February 1, 2020-January 31, 2022. A motion will also be necessary to change the starting time for Council of the Whole meetings from 7:45 a.m. to 7:30 a.m.

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

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WAUSEON CITY COUNCIL AGENDA
January 20, 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 Chamberlin
 - b) Councilor Schneider
 - c) Councilor Stickley
 - d) Councilor Jeff Stiriz
 - e) Councilor Scott Stiriz
5. Approval of prior meetings' minutes:
 - a) Council Meeting: January 6, 2020
 - b) Special Council Meeting: January 8, 2020
 - c) Special Council Meeting: January 15, 2020
 - d) Committee of the Whole: January 16, 2020
 - Motion to approve the prior meeting minutes moved by _____ and seconded by _____.
All in favor:
6. Introduction of Officer Michael Oehlers: Chief Chittenden
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) Ordinance 2020-1: Amend Chapter 1144; Sidewalk Construction and Reconstruction to Redefine Code Administrator
 - Motion to place Ordinance 2020-1 on first reading moved by _____ and seconded by _____.
Vote: ____ Yeas ____ Nays
 - b) Ordinance 2020-2: An Ordinance Providing For a City Law Director; Assistant Law Directors; Setting a Rate of Compensation; and Declaring an Emergency

- Motion to place Ordinance 2020-2 on emergency moved by _____ and seconded by _____.
Vote: ____ Yeas ____ Nays
- Motion to place Ordinance 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 reappoint Andrea Gerken as Clerk of Council for the term of February 1, 2020 to January 31, 2022 moved by _____ and seconded by _____.
Vote: ____ Yeas ____ Nays
- b) Motion to change the start time of Committee of the Whole to 7:30 a.m. beginning January 30, 2020 moved by _____ and seconded by _____.
Vote: ____ Yeas ____ Nays

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

ORDINANCE NO. 2020-1

**AN ORDINANCE AMENDING SECTION 1144 OF THE CODIFIED
ORDINANCES OF THE CITY OF WAUSEON**

WHEREAS, Section 1144 of the Codified Ordinances of the City of Wauseon provides the procedures for constructing and reconstructing sidewalks in the City; and

WHEREAS, Section 1144.01(a) defines the “Administrator” responsible for overseeing the construction and reconstruction of the City’s sidewalks to be the Code Administrator; and

WHEREAS, the City does not currently have a Code Administrator; and

WHEREAS, the City desires that the Section 1144.01(a) be amended to provide that the City’s Public Service Director may also serve as the Administrator for purposes of Section 1144 in order that the City can continue to construct and reconstruct sidewalks in the City;

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

Section 1.

That Section 1144.0(a) shall be amended to read as follows:

“(a) “Administrator” means the Code Administrator or Director of Public Service.”

Passed:

Kathy Huner, Mayor

Shane Chamberlin, 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		
Suspension		

ORDINANCE 2020-2

AN ORDINANCE PROVIDING FOR A CITY LAW DIRECTOR; ASSISTANT LAW DIRECTORS; SETTING A RATE OF COMPENSATION; AND DECLARING AN EMERGENCY

WHEREAS, the City Charter provides that the City employ a City Law Director for a two year term; and

WHEREAS, the two year term commences February 1, 2020; and

WHEREAS, a City Law Director is necessary for the proper functioning of the City and its offices;

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

Section 1.

That Thomas A. McWatters III shall be employed as the City Law Director. The City Law Director shall be paid a salary of \$1,400.00 per month. PERS shall be paid on this salary amount.

Section 2.

That Kevin Whitlock shall be employed as Assistant City Law Director. The Assistant City Law Director shall be paid a salary of \$600.00 per month. PERS shall be paid on this salary amount.

Section 3.

That Jan Stamm shall serve as uncompensated Assistant City Law Director. He shall not receive direct compensation from the City, but his hours shall be included in the Law Director's billing and compensation, and shall be paid according to the terms of this Ordinance.

Section 4.

That Stephen Maloney shall serve as uncompensated Assistant City Law Director. He shall not receive direct compensation from the City, but his hours shall be included in the Law Director's billing and compensation, and shall be paid according to the terms of this Ordinance.

Section 5.

That Kayla Baker shall serve as uncompensated Assistant City Law Director. She shall not receive direct compensation from the City, but her hours shall be included in the Law Director's billing and compensation, and shall be paid according to the terms of this Ordinance.

Section 6.

The Law Director and Assistant Law Directors shall receive additional compensation at a rate of \$135 per hour for all non-prosecutorial work performed in excess of 15 hours in any month. The Law Director and Assistant Law Directors shall receive \$115 per hour for all prosecutorial work performed on behalf of the City.

Section 7.

That the firm of Barber, Kaper, Stamm, McWatters & Whitlock shall be paid the sum of \$500 per month as and for additional office expenses above and beyond the salaries set forth herein above.

Section 8.

That except as specifically stated herein, the Benefits Ordinance shall not be applicable to the position of City Law Director or Assistant Law Directors.

Section 9.

That the City Law Director is hereby authorized from time to time to appoint substitute City Law Directors to act on the City's behalf when the City Law Director is in a conflict of interest or is otherwise disqualified from serving as City Law Director.

Section 10.

That all additional fees and expenses shall be paid and/or reimbursed from time to time as submitted by the City Law Director and approved by Council.

Section 11.

That the City may from time to time employ other attorneys to represent the City in areas where unique or special qualifications are required.

Section 12.

That it shall be the duty of the City Law Director to act as attorney and counsel for the City, to perform all services required by the Charter of the City of Wauseon, the Ordinances and Resolutions of the City of Wauseon and the laws and constitution of the State of Ohio and the United States of America, to attend Council Meetings when necessary and to render legal opinions to the Council and Mayor upon their request as set forth in the Charter of the City of Wauseon.

Section 13.

That the employment terms set forth hereinabove shall be in effect from February 1, 2020, to January 31, 2022.

Section 14.

That this Ordinance be, and hereby is, declared to be an emergency measure necessary for the preservation of health, safety and public welfare of the citizens of the City of Wauseon and more specifically to allow for immediate proper legal advice to be rendered to the Mayor and the City Council of Wauseon and shall be in full force and effect from and immediately after its passage.

Passed:

Kathy Huner, Mayor

Shane Chamberlin, President of Council

Attest: _____

Andrea Gerken
Clerk of Council

Approved as to form:

Thomas A. McWatters III
City Law Director

**WAUSEON CITY COUNCIL
COUNCIL MEETING
MONDAY, JANUARY 6, 2020**

Mayor Huner called this meeting of the Wauseon City Council to order at 5:00 p.m. She asked everyone to stand for the pledge of allegiance which was followed by a moment of silence. Roll was taken by the clerk of council. Present were Councilors Jeff Stiriz, Scott Stiriz, Stickley and Schneider to constitute a quorum for the transaction of city business. Councilor Chamberlin was excused.

Also present was Bekah Cales to show support.

ELECT COUNCIL PRESIDENT

Mayor Huner explained that in order to elect someone president they must accept the position. Tom McWatters said under section 122.21 C of the Ohio Revised Code a Council member cannot vote if not present and this situation is treated the same. He said they could elect someone president but it wouldn't be official until that member formally accepted the position. There was general discussion about the process.

Councilor Jeff Stiriz nominated Councilor Chamberlin for Council President and Councilor Scott Stiriz seconded.

Councilor Jeff Stiriz moved and seconded by Councilor Schneider to close the nominations.

Vote: 4 Yeas 0 Nays *Motion Carries*

Motion to elect Councilor Shane Chamberlin as Council President moved by Councilor Jeff Stiriz and seconded by Councilor Schneider.

Vote: 4 Yeas 0 Nays *Motion Carries*

MINUTES

Mayor Huner asked for a motion to approve the prior meeting minutes. Councilor Stickley moved and seconded by Councilor Jeff Stiriz to approve the December 16, December 30 and January 2 minutes as printed.

All in favor: *Motion Passed Unanimously*

DEPARTMENT REPORTS

Rick Sluder, Fire Chief: The department handed a small fire on New Year's Eve. He said Chesterfield, York and Pike Townships have decided not to renew their agreements with the Wauseon Fire Department for service in their townships. He said he now needs to know what to do in the event of an emergency. He said a joint meeting with Clinton Township is needed for more discussion.

Councilor Stickley said he agrees that something needs to be done as soon as possible to get something accomplished. Councilor Schneider asked if the residents of these townships have been notified that they are currently not covered by the Wauseon Fire Department. Mr. McWatters said with no contract in place and no automatic assistance agreements we currently have no jurisdiction to enter into those townships but we can still be called out for mutual aid. There was general discussion regarding the cancelled agreements.

Mayor Huner said we need to get the special meeting scheduled so we have a council president in place so city business can be conducted. Councilor Jeff Stiriz said we have to give a 24 hour notice prior to having a Special Council meeting. He suggested Wednesday, January 8, 2020 in the morning. Mayor Huner said 8 a.m. works for her schedule.

Kevin Chittenden, Police Chief: The candidate for the full time officer position is finishing up the pre-hire process.

Keith Torbet, Director of Public Service: He is getting year end reports around. Resolution 2020-2 is for the S. Shoop waterline bids. There is a tentative date of April 27th to May 2nd for unlimited drop off at the Public Works. He said next year they plan to use coupons and provide those to the city residents. Councilor Stickley asked if the Public Works department can add an area to drop off brush but was advised that the city doesn't have the equipment to handle it at this time.

Jamie Giguere, Director of Finance: She provided the year end reports and the income tax was down 4.3% for the year.

Tom McWatters, Law Director: He is working on the township fire contracts. He explained the legislation on the agenda.

FIRST READING OF LEGISLATION OR EMERGENCY

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 reading moved by Councilor Stickley and seconded by Councilor Schneider.

Vote: 4 Yeas 0 Nays *Motion Carries*

Motion to place Resolution 2020-1 on final reading and that the final reading be passed moved by Councilor Jeff Stiriz and seconded by Councilor Scott Stiriz.

Vote: 4 Yeas 0 Nays *Motion Carries*

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 reading moved by Councilor Schneider and seconded by Councilor Stickley.

Vote: 4 Yeas 0 Nays *Motion Carries*

Motion to place Resolution 2020-2 on final reading and that the final reading be passed moved by Councilor Stickley and seconded by Councilor Jeff Stiriz.

Vote: 4 Yeas 0 Nays *Motion Carries*

NEW BUSINESS

Motion to accept the Mayor's appointments to the various boards and commissions moved by Councilor Stickley and seconded by Councilor Scott Stiriz.

Vote: 4 Yeas 0 Nays *Motion Carries*

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

Mayor Huner read a proclamation for Elda Maasal Dehnbostel's 100th birthday.

APPROVAL OF THE BILLS

Councilor Schneider moved and seconded by Councilor Jeff Stiriz to approve and pay the bills as presented.

Vote: 4 Yeas 0 Nays *Motion Carries*

ADJOURNMENT

There being no further business, Mayor Huner asked for a motion to adjourn. Councilor Jeff Stiriz moved and seconded by Councilor Stickley to adjourn this meeting at 5:39 p.m.

All in favor: *Motion Passed Unanimously*

Andrea Gerken, Clerk of Council

Shane Chamberlin, President of Council

**WAUSEON CITY COUNCIL
SPECIAL COUNCIL MEETING
WEDNESDAY, JANUARY 8, 2020**

Mayor Huner called this meeting of the Wauseon City Council to order at 8:00 a.m. Roll was taken by the clerk of council. Present were Councilors Jeff Stiriz, Scott Stiriz, Chamberlin, Stickley and Schneider.

ELECT COUNCIL PRESIDENT

Mayor Huner explained that in order to elect someone president they must accept the position. She advised Councilor Chamberlin that he was nominated and elected unanimously at the January 6, 2020 meeting but since he wasn't present he needed to officially accept the position. Councilor Chamberlin said he will accept the position of Council President.

COUNCIL CANDIDATE INTERVIEWING

Councilor Jeff Stiriz asked about setting up a time for interviewing candidates for the vacancy. Council President Chamberlin said he plans to set up a couple of blocks of time for interviews after adjournment. Councilor Schneider asked if a time limit would be set and President Chamberlin said he plans to set a 30 minute window per interview.

Mayor Huner said she would like to sit in on the interviews but not ask questions or make comments. President Chamberlin said that sounds great. He asked Mr. McWatters if Special Council meetings would be the proper place to have the interviews and Mr. McWatters said yes they have historically been held in Executive Session.

ADJOURNMENT

There being no further business, Mayor Huner asked for a motion to adjourn. Councilor Schneider moved and seconded by Councilor Stickley to adjourn this meeting at 8:03 a.m.

All in favor: *Motion Passed Unanimously*

Andrea Gerken, Clerk of Council

Shane Chamberlin, President of Council

**WAUSEON CITY COUNCIL
SPECIAL COUNCIL MEETING
WEDNESDAY, JANUARY 15, 2020**

Mayor Huner called this meeting of the Wauseon City Council to order at 6:00 p.m. Roll was taken by the Law Director, Tom McWatters. Present were Council President Chamberlin, Councilors Jeff Stiriz, Scott Stiriz, Chamberlin, Stickley and Schneider.

EXECUTIVE SESSION

Mayor Huner asked for a motion to enter into executive session to discuss personnel: interview council candidates.

Councilor Stickley moved and seconded by Councilor Jeff Stiriz to enter into executive session at 6:00 p.m.

Vote: 5 Yeas 0 Nays *Motion Carries*

Council exited out of executive session at 7:50 p.m.

ADJOURNMENT

There being no further business, Mayor Huner asked for a motion to adjourn. Councilor Stickley moved and seconded by Councilor Schneider to adjourn this meeting at 7:50 p.m.

All in favor: *Motion Passed Unanimously*

Andrea Gerken, Clerk of Council

Shane Chamberlin, President of Council

**WAUSEON CITY COUNCIL
COMMITTEE OF THE WHOLE
THURSDAY, JANUARY 16, 2020**

Councilor President Chamberlin called this meeting to order at 7:45 a.m. Roll was called by the Clerk of Council. Present were Councilors Scott Stiriz, Jeff Stiriz, Stickley and Schneider. Also present were Jamie Giguere, Chief Sluder, Keith Torbet and Kayla Baker.

Council President Chamberlin gave a brief summary of the topics discussed at the Staff meeting. He said Jamie is working on reports to give to Schonhardt to prepare financial statements for the auditors. Chief Chittenden will introduce the newly hired officer, Michael Oehlers and they are training a new part-time dispatcher. Chief Chittenden said the building fire behind Los Mariachis was determined to be arson and suspects have been identified.

President Chamberlin said that per Mayor Huner, a Buildings and Grounds Committee meeting needs scheduled to discuss painting light posts. He asked Kayla Baker to come forward and explain. Miss Baker said she is president of the Wauseon Beautification Team and they would like to auction 57 light poles downtown to area businesses to paint them, which is both a service to the City and a fund raiser for their organization. Councilor Schneider asked about liability and Miss Baker said she will look into it. The matter was referred to the Buildings and Grounds Committee for further discussion. Miss Baker exited the meeting at 7:55 a.m.

President Chamberlin said Chief Sluder indicated that the building that caught on fire needs to come down and he urged the city to make sure this gets done. Mr. Torbet provided a report that the bids for the S. Shoop waterline will be opened February 7, 2020 @ 2 PM. He didn't receive any complaints about the rain over the weekend. The pond at the Water Reclamation Plant overflowed for approximately 4 hours but they are working on getting it lowered. Mr. Torbet has a meeting with Arcadis to discuss erosion at the small reservoir. He is meeting with Wauseon Machine about the detention pond. President Chamberlin said Mr. McWatters is working on the Hojnacki property. Andrea Gerken, Clerk of Council, asked about attending the annual IIMC conference in St. Louis and was told she can attend.

Council President Chamberlin asked Miss Giguere if she needed to address Council and she said she is present to request a Utility Committee meeting be scheduled. She said the representative from Waterworks software would like to have it on February 3, 2020 @ 4 PM. Chief Rick Sluder offered the use of the EMS Training Room downstairs as they have the necessary electronic equipment already hooked up. All Utility Committee members agreed to this time.

Chief Sluder said he needs the meeting with Clinton Township and the Safety and Code Committee set up for direction on the cancelled township contracts. Councilor Scott Stiriz said he is working with Ivan Hite to get this set up. Councilor Jeff Stiriz asked Jamie Giguere to expl how the law director contract is set up and she explained.

Ordinance 2020-1: Amend Chapter 1144; Sidewalk Construction and Reconstruction to Redefine Code Administrator

Resolution 2020-3: An Ordinance Providing For a City Law Director; Assistant Law Directors; Setting a Rate of Compensation; and Declaring an Emergency

President Chamberlin said in new business a motion will be necessary to reappoint Andrea Gerken as Clerk of Council for the term of February 1, 2020 to January 31, 2022. He said he would also like to change the start time for the Committee of the Whole meetings to 7:30 a.m. so there will be a motion for that as well.

There being no further business, this meeting adjourned at 8:19 a.m.