Mayor
Kathy Huner

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

City of Wauseon

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
Richard Sluder

February 14, 2020

Wauseon City Council
230 Clinton Street
Wauseon, Ohio 43567

RE: Council Meeting of February 17, 2020

Dear Council Members:

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

The Utility Committee will present a report and recommend that the water rate charge for 2020 be increased by 5%.

There is no legislation for first or second reading.

There will be a third reading of 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.

In new business, a motion will be necessary to appoint Patrick Griggs to the Tree Commission for the term which expires December 31, 2022.

Phone 419-335-9022 • Office Fax 419-335-3866
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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
February 17, 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 Griggs
   f) Councilor Scott Stiriz
5. Approval of prior meetings' minutes:
   a) Council Meeting: February 3, 2020
   b) Committee of the Whole: February 13, 2020
      - Motion to approve the prior meeting minutes moved by _____ and seconded by _____.
        All in favor:
6. Names of Individuals Wishing to Address Council and Topic
7. Committee Reports
   a) Utility Committee: Monday, February 3 , 2020, Jeff Stiriz, Chair
      - Motion to accept the Utility Committee recommendation to allow a 5% water rate increase beginning April 1, 2020 moved by _____ and seconded by _____.
        Vote: ____ Yeas ____ Nays
8. 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
9. First Reading of Legislation or Emergency
10. Second Reading of Legislation or Emergency
11. Third Reading of Legislation or Emergency
    a) Ordinance 2020-1: Amend Chapter 1144; Sidewalk Construction and Reconstruction to Include the Public Service Director

- Motion to place Ordinance 2020-1 on final reading moved by _____ and seconded by _____.
  Vote: ____ Yeas ____ Nays

12. New Business
    a) Motion to accept the Mayor's appointment of Patrick Griggs to the Tree Commission moved by _____ and seconded by _____.
       Vote: ____ Yeas ____ Nays
13. Approval of the Bills
    a) Motion to approve and pay the bills as presented moved by _____ and seconded by _____.
       Vote: ____ Yeas ____ Nays
14. Adjournment
    a) Motion to adjourn at _____ p.m. 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.

Utility Committee

Monday, February 3, 2020

This Utility Committee meeting was called to order at 4:00 p.m. in the EMS Training Room.

Members present: Jeff Stiriz, Chair and Harold Stickley

Members absent: Shane Chamberlin

Staff present: Keith Torbet, Tom McWatters, Jamie Giguere, Mayor Huner and Andrea Gerken

Others present: J.P. Joly from Waterworth, was present via telephone

Waterworth Software & Water Rate Increases

This meeting was called to order at 4 PM in the EMS Training room. J.P. Joly presented an online demonstration of the Waterworth software program. Mayor Huner and Tom McWatters arrived at 4:04 p.m. Mr. Joly provided an extensive summary of the City of Wauseon water rates and projection increases. Mr. Torbet said he would like to have low percentage price increases over the next several years. He said likely around 5% increases for the next several years and then possibly 3% increases or less after. Mr. Joly explained the financial projections and where the numbers were obtained. He showed the effect of various rate increases by adjusting the amounts which showed the impact each would have on the city. Mr. Torbet said there are projects coming up that we need to plan for financially. He said a third water line into the city from the water plant is needed. Jamie Giguere said the numbers can also be adjusted as necessary. Mayor Huner said she really likes the Waterworth program and thinks it is an excellent tool for the city.

There was a lot of discussion about the best way to schedule water rate increases. Councilor Stiriz said he thinks small increases over time are better than a large increase and Councilor Stickley agreed.

Motion to approve a 5% increase beginning April 1, 2020 for the water rates moved by Councilor Stiriz and seconded by Councilor Stickley.
Vote: 2 Yeas 0 Nays *Motion Carries*

With no further business to come before the Utility Committee, the meeting was adjourned at 4:50 p.m.
Vote: 2 Yeas 0 Nays *Motion Carries*

Respectfully Submitted,

Andrea R. Gerken

	Yes	No
Emergency		
First Reading	5	0
Second Reading	5	0
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

WAUSEON CITY COUNCIL
COUNCIL MEETING
MONDAY, FEBRUARY 3, 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. Council President Chamberlin was excused.

Newly appointed Council Member Patrick Griggs was present. Clinton Township Trustees Larry Neuenschwander, Ivan Hite and Rick Frey were present for a joint meeting to appoint a member to the Wauseon Union Cemetery Board. Also present were Vic and Bekah Cales and Robyn and Jazzi Weber to show support and Sandra Griggs and Robin Schantz to observe.

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 minutes as printed.
All in favor: *Motion Passed Unanimously*

OATH OF OFFICE

Mayor Huner administered the Oath of Office to Patrick Griggs for the unexpired term of Rick Frey to December 31, 2021.

JOINT MEETING WITH CLINTON TOWNSHIP TRUSTEES

Mayor Huner said this is a joint meeting to appoint Rick Frey to the Wauseon Union Cemetery Board for the unexpired term of Dave Murry to January 1, 2021. Present were Trustees Neuenschwander, Hite and Frey and Councilors Jeff Stiriz, Scott Stiriz, Griggs, Stickley and Schneider.

Motion to appoint Rick Frey to the Wauseon Union Cemetery Board moved by Councilor Stickley and seconded by Councilor Schneider.
Vote: 8 Yeas 0 Nays *Motion Carries*

Motion to adjourn this joint meeting at 5:04 p.m. moved by Trustee Hite and seconded by Councilor Stickley.
Vote: 8 Yeas 0 Nays *Motion Carries*

The Trustees exited the meeting at 5:05 p.m.

COMMITTEE REPORTS

Councilor Stickley said the Buildings and Grounds Committee met Monday, January 20, 2020 @ 4:30 p.m. to discuss the painting of the downtown light poles. The Wauseon Beautification Team would like to complete the painting as a fundraiser. Vic Cales gave a brief explanation of the project. This event will take place one April 25, 2020 with May 9, 2020 as a back-up date. Councilor Stickley said discussed was the city not being held liable and making sure paint doesn't get on the sidewalks. The committee recommended allowing this project.

Motion to accept the Building & Grounds Committee recommendation to allow the Wauseon Beautification Team to paint the downtown light poles moved by Councilor Schneider and seconded by Councilor Jeff Stiriz.
Vote: 5 Yeas 0 Nays *Motion Carries*

DEPARTMENT REPORTS

Rick Sluder, Fire Chief: He said the invitation for the Fulton County Fireman's Association dinner was sent out today.

John Roof, Assistant Police Chief: He said the PD will be purchasing new laptops with the JAG grant.

Keith Torbet, Director of Public Service: The bid opening for the S. Shoop waterline is February 7, 2020 @ 2 p.m. He met with the health department to discuss options for the snack shack at the pool. He is working on his annual report. He met with Arcadis in regards to the erosion control project. New rooftop units have been ordered and came in about $25000 under budget.

Jamie Giguere, Director of Finance: She said the income tax revenue for January is up 5.7% from January 2019.

Tom McWatters, Law Director: Nothing to report.

SECOND READING OF LEGISLATION OR EMERGENCY

Ordinance 2020-1: Amend Chapter 1144; Sidewalk Construction and Reconstruction to Include the Public Service Director

Motion to place Ordinance 2020-1 on second reading moved by Councilor Stickley and seconded by Councilor Griggs.
Vote: 5 Yeas 0 Nays *Motion Carries*

NEW BUSINESS

Motion to accept the JAG grant of $9531.05 moved by Councilor Schneider and seconded by Councilor Stickley.
Vote: 5 Yeas 0 Nays *Motion Carries*

Motion to accept the Mayor's appointment of Kurt Hoffman to the Planning Commission moved by Councilor Stickley and seconded by Councilor Griggs.
Vote: 5 Yeas 0 Nays *Motion Carries*

Mayor Huner said the administration has held three meetings to go over the new handbook with employees. Councilor Stickley asked how the new handbook is going and Mayor Huner said it is going well.

APPROVAL OF THE BILLS

Councilor Schneider moved and seconded by Councilor Stickley to approve and pay the bills as presented.
Vote: 5 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 5:18 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, FEBRUARY 13, 2020

Councilor President Chamberlin called this meeting to order at 7:30 a.m. Roll was called by the Clerk of Council. Present were Councilors J Stiriz, Stickley, Griggs and Schneider. Also present was Keith Torbet. Councilor S Stiriz was excused.

President Chamberlin said there will be a Utility Committee report. Councilor J Stiriz gave a brief summary of the Waterworth software that was demonstrated during the meeting. He said the program showed graphs and charts of where we currently are with our water rates and revenue and where various scenarios would put us. Keith Torbet explained the system and mentioned upcoming projects. He explained that the software is nice because everything can be inputted into the system to get accurate information. There was general discussion about the water rates and the software. Councilor J Stiriz said the committee made a recommendation to increase water rates 5%.

President Chamberlin said the Tree Commission met, Wednesday, February 12, 2020. Councilor Griggs and Keith Torbet attended the meeting but there are currently no official minutes. Councilor Griggs said there was discussion about Arbor Day which is April 24, 2020, the upcoming Tree City USA celebrations to be held in Wauseon in 2021 and the impending resignation of Jim Spiess. No action taken.

President Chamberlin said there is no legislation for first or second reading but there is one piece for third reading:

Ordinance 2020-1: Amend Chapter 1144; Sidewalk Construction and Reconstruction to Include the Public Service Director

President Chamberlin said in new business there will be a motion to appoint Patrick Griggs to the Tree Commission for the term expiring December 31, 2022.

Council President Chamberlin gave a brief summary of items discussed at the staff meeting. He said the bids for the S. Shoop Ave. water line project were opened and Vernon Nagle was the low bidder. The new dump truck was ordered and came in about $10,000 under budget. Councilor Stickley asked if we had the money for these projects and was told yes they were included in the 2020 budget. There was general discussion about the city budget.

Councilor Stickley asked why Chestnut Street is marked and Mr. Torbet said it is the surveying for redoing the water and sewer lines in that area. He said it is preliminary work needed to get plans drawn up and to the EPA. There was general discussion about the project.

President Chamberlin said a sensor went out in the upstairs restrooms and OK Electric was called in to fix it. The health department has issues with using a hot dog cart for the pool. He said the hot dog cart has not yet been purchased. Keith Torbet said he went to the cruise night meeting and they agreed to host regular cruise nights on Depot Street to help keep Fulton Street open. The Super Cruise nights will remain as planned.

President Chamberlin said Chief Sluder reported that there is a Civil Service hearing next Tuesday, February 18, 2020. The union negotiations are scheduled to continue today. He said Mayor Huner thanked everyone who helped make the video for the HGTV Hometown Takeover. Chief Chittenden is recertifying the police department for the Ohio Collaborative and is getting quotes for Dodge Durango patrol cars. President Chamberlin said Jamie is working on a policy for cyber security. She will have an agreement from our debt manager to present to the Finance Committee meeting. She is researching new credit card vendors.

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

_____ _____

Andrea Gerken, Clerk of Council Shane Chamberlin, President of Council