

Mayor
Kathy Huner

City Council
Shane Chamberlin
Patrick Griggs
Steve Schneider
Harold Stickley
Jeff Stiriz
Scott Stiriz



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
Rick Sluder

May 1, 2020

Wauseon City Council
230 Clinton Street
Wauseon, Ohio 43567

RE: Council Meeting of May 4, 2020

Dear Council Members:

Once again, the Council meeting will be conducted via video conference on Zoom.

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

There are no committee reports.

There is no legislation for first or second reading.

There will be a third reading on Resolution 2020-5 which authorizes the Mayor to advertise for bids, and enter into a contract with the lowest and best bidder, for construction of the downtown ADA ramps.

In new business, a motion will be necessary to schedule a public hearing for Monday, May 18, 2020, at 5:00 p.m. pertaining to the application to rezone 854 S. Shoop Avenue from R-1 (Single Family) to B-4 (Mixed Community Use).

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

Respectfully submitted,

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

Thomas A. McWatters III
City Law Director

TAM:knf

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

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WAUSEON CITY COUNCIL AGENDA
May 4, 2020
5:00 pm
Zoom Cloud Meeting

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: April 20, 2020
 - b) Special Council Meeting: April 21, 2020
 - c) Committee of the Whole: April 30, 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
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) Resolution 2020-5: Authorizing the Mayor to Advertise for Bids for Downtown ADA Ramps; Accept the Lowest and Best Bid; and Enter into an Agreement with the Lowest and Best Bidder

- Motion to place Resolution 2020-5 on final reading moved by _____ and seconded by _____.

Vote: ____ Yeas ____ Nays

12. New Business

- a) Motion to schedule a public hearing for Monday, May 18, 2020 at 5:00 p.m. for the application to rezone parcel (#06-017060-00.000) at 854 S Shoop Ave from R-1 (Single Family) to B-4 (Mixed Community Use) in order to open a vocational school/coffee shop

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.

	Yes	No
Emergency		
First Reading	6	0
Second Reading	6	0
Third Reading		

RESOLUTION 2020-5

A RESOLUTION AUTHORIZING THE MAYOR TO ADVERTISE FOR BIDS FOR CONSTRUCTION OF THE DOWNTOWN ADA RAMPS; AUTHORIZING THE MAYOR TO ACCEPT THE LOWEST AND BEST BID; AND AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH THE LOWEST AND BEST BIDDER

WHEREAS, the City of Wauseon desires to construct ramps compliant with the Americans with Disabilities Act (“ADA”) at approximately eight intersections along Fulton Street as part of the Downtown Revitalization Project; 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 ADA ramp construction are currently on file in the office of the Clerk of Council; and

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 construction of the ADA ramps 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.

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

CITY OF WAUSEON
230 CLINTON STREET
WAUSEON, OHIO 43567
419-335-5041 PHONE
419-335-3866 FAX

APPLICATION FOR ZONING AMENDMENT

The undersigned owner(s) of the following described property hereby request the consideration of change in zoning district classification as specified below:

NAME OF APPLICANT Sara's Garden

MAILING ADDRESS 854 S. Shoop Avenue, Wauseon, OH 43567

PHONE NUMBERS (HOME) _____ (BUSINESS) (419) 335-7272

PROPERTY DESCRIPTION & SUBDIVISION 6E-7N-26 E 1/4 SE 300 FT X 660.06

SECTION _____ RANGE _____ LOT NUMBER 06-017060-00.000 TOWNSHIP Clinton Township

EXISTING USE Church, Public Worship ZONING DISTRICT R1 Single Family

PROPOSED USE Vocational training center, Coffee shop, Event hall ZONING DISTRICT B4 Community Mixed Use

W/ Drive Thru

SUPPORTING INFORMATION: Please enclose the following information:

- 1) Legal description of property.
- 2) A vicinity map at a scale approved by the Administrator showing property lines, streets, existing and proposed zoning and such other items as the Administrator may require.
- 3) A list of all property owners, within contiguous to and directly across the street from the parcel(s) proposed to be rezoned and others that may have a substantial interest in the case.
- 4) A written statement on how the proposed amendment relates to the Comprehensive Plan.
- 5) A written statement of the proposed use and reason for request.

Matthew J Ryphen
Applicant Signature

03/02/2020
Date

OFFICE USE ONLY

APPLICATION # _____
FEES \$225.00
DATE PAID 3-5-2020
RECEIPT # 12177

Dates of Action
3-5-2020 Filed
4-27-2020 Planning Commission Meeting
5-0 Recommendations

_____ Public Hearing
_____ Notice in Paper
_____ Notice to Property Owners

Recommendation: Recommend City Council
to approve B4 zoning
change for mini vocational
school with drive thru
window for coffee shop

Council Action:

4-27-2020
Planning Commission Chairman Date
Sue Wines

Clerk of Council Date

**WAUSEON CITY COUNCIL
COUNCIL MEETING
MONDAY, APRIL 20, 2020**

Mayor Huner called this meeting of the Wauseon City Council to order at 5:00 p.m. via Zoom Cloud Meeting. The meeting was streamed on Facebook Live. She led the Pledge of Allegiance which was followed by a moment of silence. Roll was taken by the Clerk of Council. Present were Council President Chamberlin, Councilors Jeff Stiriz, Scott Stiriz, Stickley, Griggs and Schneider to constitute a quorum for the transaction of city business.

MINUTES

Mayor Huner asked for a motion to approve the prior meeting minutes. Councilor Jeff Stiriz moved and seconded by Councilor Griggs to approve the minutes as printed.

All in favor: *Motion Passed Unanimously*

COMMITTEE REPORTS

Councilor Stickley provided a brief summary of the March 16, 2020 Buildings and Grounds meeting. He said discussed was purchasing a sign for the Lawrence Avenue side of Homecoming Park. Councilor Stickley said this was tabled because of the COVID-19 pandemic. He said also discussed was allowing veteran banners to be put up in downtown Wauseon. He said they will put up by the Public Works department. He said Chad Posey and Bill Eberly were at the meeting to present the banners to the committee. Mayor Huner asked when these will be put up and Councilor Stickley said they are hoping by Homecoming. He said the committee recommended allowing these banners. There was general discussion about the banners.

Motion to accept the Building and Grounds committee recommendation to allow the veteran banners in downtown Wauseon moved by Councilor Stickley and seconded by Councilor Jeff Stiriz.

Vote: 6 Yeas 0 Nays *Motion Carries*

DEPARTMENT HEAD REPORTS

Chief Sluder: Nothing to report. He said they have minimal PPE but they have some on order.

Chief Chittenden: He said the PD is doing well with supplies and they purchased hand sanitizer last week. May 1st, K9 Officer Pharaoh will be retiring after 10 years of service. Officer Belford has opted to purchase Pharaoh from the city and he will live out his retirement with her. He thanked the local businesses for their help and support during this pandemic.

Keith Torbet: He said the Shoop Avenue project is on schedule. Spring clean-up has been changed to fall clean-up but a date has not been set yet. City crews are back up to full but shifts are being staggered to help limit the amount of contact between crews.

Jamie Giguere: The City received a stimulus check of \$5800 to help offset the costs from the COVID-19 pandemic. Council President Chamberlin said to let the Finance Committee know if they need to meet to make budget reductions as a result of the COVID-19 crisis.

Tom McWatters: He said he was proud to be a part of the policy creation needed to comply with federal guidelines pertaining to the COVID-19 pandemic.

Mayor Huner: She wanted to let small businesses know that the 43567 zip code qualified for a \$5000 grant through the US Chamber of Commerce; these are being handled by the Fulton County Economic Development Committee.

FIRST READING OF LEGISLATION OR EMERGENCY

There was no legislation for first reading.

SECOND READING OF LEGISLATION OR EMERGENCY

Resolution 2020-5: Authorizing the Mayor to Advertise for Bids for Downtown ADA Ramps; to Accept the Lowest and Best Bid; and Enter into an Agreement with the Lowest and Best Bidder

Motion to place Resolution 2020-5 on second reading moved by Councilor Stickley and seconded by Councilor Scott Stiriz.

Vote: 6 Yeas 0 Nays *Motion Carries*

THIRD READING OF LEGISLATION OR EMERGENCY

Ordinance 2020-3: Amend Section 933.02: Water Rate Schedule Effective June 1, 2020

Motion to amend Ordinance 2020-3 to be effective August 1, 2020 moved by Councilor Schneider and seconded by Councilor Stickley.

Vote: 6 Yeas 0 Nays *Motion Carries*

Motion to place Ordinance 2020-3 as amended on final reading moved by Council President Chamberlin and seconded by Councilor Scott Stiriz.

Vote: 6 Yeas 0 Nays *Motion Carries*

APPROVAL OF THE BILLS

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

Vote: 5 Yeas 0 Nays *Motion Carries (Councilor Schneider's live stream froze and he was unable to vote)*

ADJOURNMENT

There being no further business, Mayor Huner asked for a motion to adjourn. Councilor Stickley moved and seconded by Councilor Griggs to adjourn this meeting at 5:35 p.m.

All in favor: *Motion Passed Unanimously*

Andrea Gerken, Clerk of Council

Shane Chamberlin, President of Council

**WAUSEON CITY COUNCIL
SPECIAL COUNCIL MEETING
TUESDAY, APRIL 21, 2020**

Mayor Huner called this meeting of the Wauseon City Council to order at 5:04 p.m. via Zoom Cloud Meeting. This meeting was streamed on Facebook Live. Roll was taken by the clerk of council. Present were Council President Chamberlin, Councilors Jeff Stiriz, Scott Stiriz, Stickley, Griggs and Schneider to constitute a quorum for the transaction of city business. Also present were Wauseon Recreation Association members Zach Riley, Shelly Borton, Jason Robinson, Kyle Storrer and Matt Strader, also Director of Public Service, Keith Torbet, Recreation Superintendent, Matt Mennetti and Assistant Superintendent, Hugo Barajas and Law Director, Tom McWatters.

JOINT MEETING WITH WAUSEON CITY COUNCIL AND WAUSEON RECREATION ASSOCIATION

Mayor Huner said this special meeting is for the Wauseon Recreation Association (WRA) to present a proposal to council. She then asked Zach Riley to address council. Mr. Riley gave a summary of the finances of the WRA. He said the WRA has prepared a proposal to offer to council of 20% of any profits the WRA takes in from the tournaments they host at Biddle Park. He said if this agreement had been in place in 2019 the baseball tournament would have provided approximately \$1800 to the city. He said the softball tournament(s) vary depending on the season.

Mayor Huner asked Keith Torbet for the cost to the city numbers for the tournaments. Mr. Torbet said it depends on the tournament but the average cost to the city is approximately \$2500/day. He said that amount includes utilities and wages. Matt Mennetti read the summary created by Finance Director Giguere for the 2019 city cost per tournament:

	Softball			Baseball			
	14-Jun	15-Jun	Total	28-Jun	29-Jun	30-Jun	Total
Matt	623.95	349.79	973.74	642.86	661.76	302.52	1,607.14
Hugo	436.56	174.62	611.18	443.27	456.71	255.22	1,155.20
Trent	142.50	80.75	223.25	175.75	213.75	80.75	470.25
Abraham	144.88	114.00	258.88	137.75	185.25	76.00	399.00
Cameron	109.25	83.13	192.38	135.38	213.75	76.00	425.13
Sam	142.50	80.75	223.25	133.00	185.25	76.00	394.25
Caleb	173.38	78.38	251.75	185.25	195.94	80.75	461.94
Bryce	137.75	76.00	213.75	123.50	137.75	71.25	332.50
Jacob	205.00	127.50	332.50	200.00	225.00	85.00	510.00
Carter	175.75	121.13	296.88	190.00	242.25	66.50	498.75
Wages			3,577.54				6,254.15
PERS			500.86				875.58
ME			51.87				90.69
WC			96.68				169.01
Benefits			649.41				1,135.27
Utilities			226.62				453.25
Supplies			1,147.61				2,295.23
			5,601.18				10,137.89

Councilor Schneider asked for a print out for review. Councilor Chamberlin asked what amount of revenue would have been the city's share for the 2019 softball tournament. Zach Riley said he didn't have the exact numbers but estimated it would have been \$1500 to \$1600. Mr. Torbet reminded council that the WRA also assists with large purchases for the park. They gave over \$15000 to improve the dugouts and donated \$5000 toward the fireworks one year. There was great discussion about the cost to the city.

Councilor Schneider asked how many tournaments we host during a normal summer. Zach Riley said there are two club level softball tournaments and one rec level baseball tournament. He did say there was intention of having a rec level softball tournament but this may not happen this year due to COVID-19. Zach Riley said they struggle to find volunteers for the tournaments that are being held now. There was great discussion about hosting tournaments for various sports.

Councilor Stickley asked if there was going to be a summer league this year. Mayor Huner said this is something that is being discussed but for now it is on hold because of COVID-19. Matt Mennetti said they can hold out until mid-June before they have to cancel the summer season. Council President Chamberlin reminded city council that they do not have any say in recreational programming. He said that falls under the responsibility of the WRA. Mayor Huner said that is true but Hugo and Matt would have some say and they are city employees. There was general discussion about who is responsible for recreational programming.

Councilor Jeff Stiriz asked if the softball board is still under the WRA. Zach Riley said they are still part of the WRA but in October 2018 the softball board did apply for their own 501C status and they opened their own checking account. He said at this point and time the WRA has not officially severed ties with the softball board. Councilor Schneider asked if this agreement of 20% would include the softball board and Mr. Riley said the city would have to negotiate with them directly as it currently stands. Matt Mennetti said no matter what happens with the softball board they will run the programs through the recreation office. Keith Torbet said as long as the softball board is under the WRA they would be subject to the 20% but if they split they would have to negotiate with the city separately. Councilor Scott Stiriz asked who came up with the 20% offer and was told the WRA came up with that number.

Tom McWatters said this matter could go to a committee. There was general discussion about which committee should meet to discuss this offer. It was determined that the Finance Committee should meet to discuss this further. Mayor Huner asked if anyone else had anything to say on the matter.

ADJOURNMENT

There being no further business, Mayor Huner asked for a motion to adjourn. Councilor Jeff Stiriz moved and seconded by Councilor Griggs to adjourn this meeting at 5:55 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, APRIL 30, 2020**

Councilor President Chamberlin called this meeting to order at 7:32 a.m. The meeting was held via Zoom and streamed live on Facebook. Roll was called by the Clerk of Council. Present were Councilors Scott Stiriz, Stickley, Griggs and Schneider. Councilor Jeff Stiriz was excused. Also present was Keith Torbet.

Council President Chamberlin gave a brief summary of topics discussed at the staff meeting. He then moved onto the agenda items.

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

Resolution 2020-5: Authorizing the Mayor to Advertise for Bids for Downtown ADA Ramps; Accept the Lowest and Best Bid; and Enter into an Agreement with the Lowest and Best Bidder

President Chamberlin said in new business a motion will be necessary to schedule a Public Hearing to discuss a zoning change request for 854 S. Shoop Avenue. Councilor Stickley said this request was from Sara's Garden who purchased the former First Baptist Church and would like to turn it into a coffee shop and vocational school.

There being no further business, this meeting adjourned at 7:53 a.m.