

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 29, 2020

Wauseon City Council
230 Clinton Street
Wauseon, Ohio 43567

RE: Council Meeting of June 1, 2020

Dear Council Members:

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

At the outset of the meeting, Council will hold a joint meeting with the Clinton Township Trustees to appoint Rick Frey to the Wauseon Union Cemetery Board for the term January 2, 2021, to January 1, 2024.

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

The Finance Committee will present reports from two meetings. It will recommend the following rates for the use of ball fields at Dorothy Biddle Park:

- \$150 per field per day; \$10 per car gate fee; concession revenue; or
- \$250 per field per day; no gate fees; concession revenue

The Finance Committee will also recommend that a renewal of the pool levy be placed on the November ballot at the reduced rate of 2.0 mills (from 2.6 mills).

There is no legislation for first reading.

There will be a second reading on Ordinance 2020-5, which amends Codified Ordinance Chapter 1117 – Establishment of Districts and Maps, and amending the official zoning map. Ordinance 2020-5 would rezone the property located at 854 S. Shoop Avenue from R1 (Single Family) to B4 (Multi 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,



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
June 1, 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: May 18, 2020
 - b) Committee of the Whole: May 28, 2020
 - Motion to approve the prior meeting minutes moved by _____ and seconded by _____.
All in favor:
6. **Joint Meeting:** Annual Joint Meeting with the Clinton Township Trustees to Appoint a Member to the Wauseon Union Cemetery Board
 - a) Roll Call: Trustees Hite, Neuenschwander & Frey, Council President Chamberlin, Councilors Jeff Stiriz, Scott Stiriz, Griggs, Schneider and Stickley
 - b) Motion to reappoint Rick Frey to the Wauseon Union Cemetery Board for the term of January 2, 2021 to January 1, 2024 moved by _____ and seconded by _____.
Vote: ____ Yeas ____ Nays
 - c) Motion to close this Joint Meeting moved by _____ and seconded by _____.
Vote: ____ Yeas ____ Nays
7. Names of Individuals Wishing to Address Council and Topic
8. Committee Reports
 - a) Finance Committee: Tuesday, May 26, 2020 & Thursday, May 28, 2020, Steve Schneider, Chair
 - Motion to accept the Finance Committee recommendations to set the pay schedule of \$150/field/day plus the city gets a \$10/car gate fee and the

concessions proceeds OR \$250/field/day plus the city gets the concession proceeds and the event organizer gets the gate fees; also to put a reduced pool renewal levy from 2.6 mils to 2.0 mils on the ballot in November moved by _____ and seconded by _____.

Vote: ____ Yeas ____ Nays

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

11. Second Reading of Legislation or Emergency

- a) Ordinance 2020-5: An Ordinance Amending Codified Ordinance Chapter 1117 – Establishment of Districts and Maps, and Amending the Official Zoning Map

- Motion to place Ordinance 2020-5 on second reading moved by _____ and seconded by _____.

Vote: ____ Yeas ____ Nays

12. Third Reading of Legislation or Emergency

13. New Business

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 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.

**Finance Committee Meeting
Tuesday, May 26, 2020
12:00 PM**

Members Present: Steve Schneider, Chair, Shane Chamberlin and Jeff Stiriz

Staff Present: Jamie Giguere, Keith Torbet and Andrea Gerken

Biddle Park Field Rentals

Councilor Schneider opened the meeting at 12:00 p.m. and turned it over to Keith Torbet. Mr. Torbet provided a breakdown of the cost of a softball or baseball tournament per day to the city as well as copies of the Biddle Park Reservation Form and the Facility Request & Acknowledgement of Risk Form. The total is \$1342 to run 4 fields per day with no lights. It is estimated that it costs about \$20 per hour per field to use the lights. That comes to \$335.50 per field per day with no lights. This would be full service as the fields would be maintained throughout the day. There was a lot of discussion about the cost to the city and what would be fair to charge.

It was determined to use the following rates:

- **\$150 per field per day and the city gets the \$10 per car gate fees and concession revenue**
- **\$250 per field per day and the event organizer gets the gate fees and the city gets the concession revenue**

Motion to set the pay schedule of \$150/field/day plus the city gets a \$10/car gate fee and the concessions proceeds OR \$250/field/day plus the city gets the concession proceeds and the event organizer gets the gate fees moved by Council President Chamberlin and seconded by Councilor Jeff Stiriz.
Vote: 3 Yeas 0 Nays *Motion Carries*

With no further business to discuss the meeting adjourned at 12:49 PM.

Respectfully Submitted,

Andrea R. Gerken
Clerk of Council

Finance Committee

Thursday, May 28, 2020

This Finance Committee meeting was called to order at 4:00 p.m. in the Fire Department Training Room.

Members present: Steve Schneider, Chair, Jeff Stiriz and Shane Chamberlin

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

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

General Fund

This meeting was called to order at 4 PM. Jamie Giguere introduced everyone in the room to Mr. J.P. Joly. Mr. Joly gave a brief introduction of the Waterworth software. Jamie Giguere gave a summary of the city's general fund model. She said what we have spent in 2020 is 11% less than what was budgeted, so far. She explained in great detail the numbers and projections presented.

Jamie Giguere said in order to operate the city must have so much money on hand. The municipal building will need replaced at some point. Jamie said renewing the pool levy would be beneficial, getting our full amount of EMS funds from the county or increasing the income tax. Mayor Huner recommended reducing the levy millage (currently the levy is 2.6 mils). There was a lot of discussion about the millage necessary to maintain the pool.

Jamie Giguere said department heads have cut several items from their budgets already due to COVID-19. She said the generator for the municipal building was cut, the city will be participating in the SharedWork Ohio Program for a few employees, the police officer who resigned will not be immediately replaced, the Fire Department reduced the turnout gear budget, the retention pond has been eliminated for this year and our insurance claims are down. Keith Torbet said he had to also take off the new doorway and steps at the municipal building. Jamie said the travel restrictions have also helped reduce the education expenses to the city. There was a lot of discussion about what has been cut, what should be cut and the different options to maintain the city's finances.

Motion to approve a reduced pool levy renewal from 2.6 mils to 2.0 mils to be put on the ballot in November moved by Council President Chamberlin and seconded by Councilor Schneider.

Vote: 3 Yeas 0 Nays *Motion Carries*

Council President Chamberlin exited the meeting at 4:54 p.m.

With no further business to discuss, the meeting adjourned at 4:57 p.m.

Respectfully Submitted,
Andrea R. Gerken

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

ORDINANCE 2020-5

AN ORDINANCE AMENDING COFIFIED ORDINANCE CHAPTER 1117 – ESTABLISHMENT OF DISTRICTS AND MAPS, AND AMENDING THE OFFICIAL ZONING MAP

WHEREAS, the Planning Commission of the City of Wauseon has recommended the amendment of the Official Zoning Map and Zoning Ordinance (Chapter 1117); and

WHEREAS, a public hearing has been held pursuant to the procedure for amendment to zoning ordinances as set forth in the Charter of the City of Wauseon; and

WHEREAS, Council now wishes to accept the recommendations of the Planning Commission as being in the best interest of the community's development, and statutorily authorize the rezoning;

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

Section 1

That the Official Zoning Map of the City of Wauseon as established in Chapter 1117 of the Codified Ordinances of the City of Wauseon be amended to reflect that Fulton County Parcel No. 06-017060-00.000, consisting of approximately 4.546 acres and located at 854 South Shoop Avenue, be rezoned from its present zoning of R1 to B4 in its entirety. The legal description of the land to be rezoned is marked as Exhibit A, attached hereto, and incorporated herein by reference.

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, MAY 18, 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 Stickley moved and seconded by Councilor Griggs to approve the minutes as printed.

All in favor: *Motion Passed Unanimously*

PUBLIC HEARING

Rezoning request of parcel (#06-017060-00.000) at 854 S Shoop Ave from R1 (Single Family) to B4 (Multi Community Use) to convert the former First Baptist Church into a vocational school/coffee shop.

Mayor Huner asked for a motion to open this public meeting. Council President Chamberlin moved and seconded by Council Schneider to open this public meeting at 5:01 p.m.

Vote: 6 Yeas 0 Nays *Motion Carries*

Mr. Dan Church & Miss Siew Foong are adjacent property owners and were present to ask questions. There was general discussion about what rezoning would allow and the plans for the property in the future.

Mayor Huner asked for a motion to close this public hearing. Council Stickley moved and seconded by Councilor Jeff Stiriz to close this public hearing at 5:20 p.m.

Vote: 6 Yeas 0 Nays *Motion Carries*

Mr. Church and Miss Foong exited the meeting.

INDIVIDUALS WISHING TO ADDRESS COUNCIL

Vic Cales from Oasis Church was present to discuss a program to put hanging flower baskets on the light poles downtown. He said they are having a Taco Tuesday fundraiser on Tuesday, May 26, 2020 to fund the project. There was general discussion about this project.

Motion to support the Oasis Church hanging baskets flower project moved by Council President Chamberlin and seconded by Councilor Stickley.

Vote: 6 Yeas 0 Nays *Motion Carries*

DEPARTMENT HEAD REPORTS

Chief Chittenden: He said the PD is just trying to get through the COVID-19 with the new mandates that are put in place.

Keith Torbet: Absent. Mayor Huner provided his report and said they have reached an agreement with Eastern Handle Pipeline. The S. Shoop waterline project should be completed in late May or early June. The WTP has gotten both reservoirs below the necessary level to prevent algae blooms.

Jamie Giguere: She will be working on the budget with Waterworth this week.

Tom McWatters: He gave an update on the trails at Homecoming Park.

FIRST READING OF LEGISLATION OR EMERGENCY

Ordinance 2020-5: An Ordinance Amending Codified Ordinance Chapter 1117 – Establishment of Districts and Maps, and Amending the Official Zoning Map

Motion to place Ordinance 2020-5 on first reading moved by Councilor Jeff Stiriz and seconded by Councilor President Chamberlin.

Vote: 6 Yeas 0 Nays *Motion Carries*

Resolution 2020-6: A Resolution Authorizing the Mayor to Enter Into the 2020 Maumee Valley East Chip Consortium Partnership Agreement Between the County of Henry, City of Napoleon, County of Fulton, and City of Wauseon; and Declaring an Emergency

Councilor Stickley asked for clarification of this resolution. Tom McWatters explained the CHIP agreement.

Motion to place Resolution 2020-6 on emergency moved by Council President Chamberlin and seconded by Councilor Griggs.

Vote: 6 Yeas 0 Nays *Motion Carries*

Motion to place Resolution 2020-6 on final reading moved by Councilor Schneider and seconded by Councilor Jeff Stiriz.

Vote: 6 Yeas 0 Nays *Motion Carries*

SECOND READING OF LEGISLATION OR EMERGENCY

There was no legislation for second reading.

THIRD READING OF LEGISLATION OR EMERGENCY

There was no legislation for third reading.

NEW BUSINESS

Mayor Huner said Mr. Torbet received information about the ODOT Small Cities Program Grant. He would like to apply to help with the Brunell Street project but needs permission. This application must be turned in by June 15, 2020.

Motion to permit the application of the ODOT Small Cities Program Grant moved by Councilor Stickley and seconded by Councilor Griggs.

Vote: 6 Yeas 0 Nays *Motion Carries*

Council President Chamberlin asked about the fireworks. Mayor Huner said we have not cancelled the fireworks and so far they are still on. She said the fireworks are on the way to Wauseon already. She said we would have had to cancel them by the first of May.

Council President Chamberlin asked about the youth sports directive and with Governor DeWine's new announcements he wanted to know if having sports this summer at Biddle Park was going to be reconsidered. Mayor Huner said Mr. Torbet met with our Recreation Department to discuss this today but she doesn't know if this will be changed. There was general discussion about the opening of the pool and the required mandates.

APPROVAL OF THE BILLS

Councilor Schneider moved and seconded by Councilor Scott Stiriz to approve and pay the bills as presented.
Vote: 6 Yeas 0 Nays *Motion Carries*

ADJOURNMENT

There being no further business, Mayor Huner asked for a motion to adjourn. Councilor Stickley moved and seconded by Council President Chamberlin to adjourn this meeting at 6:00 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, MAY 28, 2020**

Councilor President Chamberlin called this meeting to order at 7:30 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, Jeff Stiriz, Griggs, Schneider and Stickley. 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. He said at the onset of the meeting there will be a Joint Meeting with the Clinton Township Trustees to reappoint Rick Frey to the Wauseon Union Cemetery Board.

He said the Finance Committee will give a report and recommend setting a pay schedule for the rental of the softball and baseball fields at Biddle Park to outside entities. He said the Finance Committee is also meeting May 28th @ 4 p.m. to see a presentation from Waterworth about the general fund.

Council President Chamberlin said there is no legislation for first reading or third reading.

He said there is one piece for second reading:

Ordinance 2020-5: An Ordinance Amending Codified Ordinance Chapter 1117 – Establishment of Districts and Maps, and Amending the Official Zoning Map

He said there is currently nothing under new business.

There being no further business, this meeting adjourned at 8:04 a.m.