

Mayor
Kathy Huner

City Council
Shane Chamberlin
Patrick Griggs
Steve Schneider
Harold Stickle
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

August 13, 2020

Wauseon City Council
230 Clinton Street
Wauseon, Ohio 43567

RE: Council Meeting of August 17, 2020

Dear Council Members:

Currently, Joe Short, Candidate, Fulton County Commissioners, would like to address Council at the start of the meeting.

The Buildings & Grounds Committee will present a report and recommend that the draft legislation amending Section 957 of the Codified Ordinances to include certain restrictions on use of the Rotary Pond be approved.

The Finance Committee will present a report and recommend that the proposal by the Wauseon Recreation Association ("WRA") to reimburse the City 20% of the profits for each tournament sponsored by the WRA be accepted.

The Park Board will also present a report and recommend that a project proposed by an Eagle Scout to install bike racks at Homecoming Park and Biddle Park be approved.

Finally, the Tree Commission will present a report.

There is no legislation for first, second, or third reading.

In new business, a motion will be necessary to authorize the Mayor or her designee to accept the Small Cities Project grant, and to authorize her or her designee to accept the Bureau of Worker's Compensation's Bullet Proof Vest grant. A motion will also be necessary to authorize the Finance Director to pay the bills through September 14, 2020. Finally, a motion will be necessary to schedule Trick or Treat for October 31, 2020.

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
August 17, 2020 @ 5:00 pm
Council Chambers

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: August 3, 2020
 - b) Committee of the Whole: August 13, 2020
 - Motion to approve the meeting minutes moved by _____ and seconded by _____.
All in favor:
6. Names of Individuals Wishing to Address Council and Topic
 - a) Joe Short, Candidate for Fulton County Commissioner
7. Committee Reports
 - a) Buildings & Grounds: Monday, August 3, 2020, Harold Stickley, Chair
 - Motion to accept the Buildings & Grounds recommendation to approve the draft legislation pertaining to Rotary Pond moved by _____ and seconded by _____.
Vote: ____ Yeas ____ Nays
 - b) Finance Committee: Monday, August 10, 2020, Steve Schneider, Chair
 - Motion to accept the Finance Committee recommendation to accept the 20% proposal from the WRA tournament profits moved by _____ and seconded by _____.
Vote: ____ Yeas ____ Nays
 - c) Park Board: Tuesday, August 11, 2020, Patrick Griggs, Chair
 - Motion to accept the Park Board recommendation to approve the Eagle Scout bike rack project moved by _____ and seconded by _____.
Vote: ____ Yeas ____ Nays
 - d) Tree Commission: Wednesday, August 12, 2020, Patrick Griggs, Chair
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
- 12. New Business
 - a) Motion to authorize the Director of Finance to pay the bills through September 14, 2020 moved by _____ and seconded by _____.
Vote: ____ Yeas ____ Nays
 - b) Motion to schedule Trick or Treat for Saturday, October 31, 2020 from 6-7:30 p.m. moved by _____ and seconded by _____.
Vote: ____ Yeas ____ Nays
 - c) Motion to accept the ODOT Small Cities Program Grant in the maximum amount of \$289,784 for the Oak Street repaving project moved by _____ and seconded by _____.
Vote: ____ Yeas ____ Nays
 - d) Motion to accept the Bureau of Worker's Comp Bulletproof Vest Grant in the amount of \$2223 moved by _____ and seconded by _____.
Vote: ____ Yeas ____ Nays
- 13. Approval of the Bills
 - a) Motion to approve and pay the bills 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.

BUILDINGS & GROUNDS
MONDAY, AUGUST 3, 2020
4:30 PM

Present: Harold Stickley, Steve Schneider and Patrick Griggs

Staff: Andrea Gerken, Tom McWatters, Keith Torbet and Kevin Chittenden

Matter: Fishing in Rotary Pond

Councilor Stickley called the meeting to order via Zoom and streamed live on the City of Wauseon Facebook page. He asked for a motion to remove the matter of fishing in Rotary Pond from the table. Councilor Schneider moved with Councilor Griggs seconding to remove the matter from the table.

VOTE: 3 Yeas – 0 Nays **MOTION CARRIES**

Councilor Stickley asked if the draft legislation sent by Tom McWatters looked okay to everyone. Councilors Griggs and Schneider both said it looked good.

Councilor Griggs moved with Councilor Schneider seconding to accept the draft legislation.

VOTE: 3 Yeas – 0 Nays **MOTION CARRIES**

There was general discussion about the signage needed.

There being no further business, Councilor Schneider moved with Councilor Griggs seconding to adjourn this Buildings and Grounds Meeting at 4:33 p.m.

VOTE: 3 Yeas – 0 Nays **MOTION CARRIES**

Respectfully submitted,
Andrea R. Gerken
Clerk of Council

Finance Committee

Monday, August 10, 2020

This Finance Committee meeting was called to order at 12:00 p.m. in Council Chambers.

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

Staff present: Keith Torbet, Jamie Giguere, Matt Mennetti and Andrea Gerken

Others present: Zach Riley, Wauseon Recreation Association President

20% Proposal Discussion

This meeting was called to order at 12:00 p.m. by Councilor Schneider. Matt Mennetti gave a list of expenses covered by the WRA such as the RecDesk registration software, the wages of concession stand workers and the concession equipment.

Councilor Stiriz asked how it works since the WRA owns the concession equipment. Mr. Torbet said city employees will run the concession stand for tournaments but they will use the WRA equipment and the WRA food service license.

Councilor Stiriz asked about WRA concession stand workers and who pays if there is an injury to one of them. Zach Riley said that would be the responsibility of the WRA. President Chamberlin asked if they had insurance on their workers. Mr. Riley said it is a rider on the city's insurance. Mr. Riley said he thinks the WRA has an umbrella policy for such occurrences.

Councilor Schneider asked if they would be able to reevaluate the percentage periodically. Mr. Torbet said yes they could review it from time to time.

Council President Chamberlin said he would be fine with the WRA paying nothing. Councilor Schneider said when all of this started he didn't realize the WRA paid for all of the equipment.

Councilor Stiriz asked what if another board did what the softball board did and goes off on their own. Zach Riley said the WRA current bylaws prohibit this from happening.

President Chamberlin asked if the softball board would get the same rate as the WRA. Matt Mennetti said they would pay the outside entity rates that were assigned by council. There was great discussion about tournaments and the different items and projects the WRA has funded.

Motion to accept the 20 % proposal from the Wauseon Recreation Association moved by Councilor Schneider and seconded by Councilor Stiriz.

Vote: 3 Yeas 0 Nays *Motion Carries*

With no further business to discuss, the meeting adjourned at 12:38 p.m.

Respectfully Submitted,
Andrea R. Gerken

**PARK BOARD
ROTARY PARK
TUESDAY, AUGUST 11, 2020
7:00 AM**

PRESENT: Russ Pauley, Paul Harmon, Karyn Rupp and David Carroll

ABSENT: Larry Zimmerman and Harold Stickley

STAFF: John Arps, Patrick Griggs and Trudi Mahnke

GUESTS: Matthew Schroeder and Erica Dutcher

Matter: Eagle Scout Project Proposal

Matthew Schroeder an Eagle Scout presented a proposal to Park Board. Matthew would like to install four bike racks in Wauseon: two at Homecoming Park and two at Dorothy Biddle Park. Each bike rack will be 10' long and will be installed on a 12' x 6' concrete pad. The total estimated cost of the project is \$4,600.00.

Paul asked if he has begun fund raising yet. Matthew said no, he will begin fund raising after the project has been approved. He is hoping to get a concrete contractor to help with pouring the concrete pads. If Matthew can get a group or an individual to pay for a bike rack he would place their name on the concrete or on the bike rack.

John said he is okay with the idea and the location of the bike racks but they may need to be moved a little bit due to snow plowing. Public Works will oversee the placement of the bike rack and John would like to see one bike rack completed before starting the other three.

Patrick asked if Matthew would be willing to do one bike rack at Homecoming Park and the second one at Dorothy Biddle Park in case he doesn't raise enough money to do all four racks, this way we would have at least one bike rack in each Park.

David Carroll made a motion with Karyn Rupp seconding to approve the Eagle Scout Project as presented.

VOTE: Four Yeas – No Nays **MOTION CARRIES**

Trudi told Matthew this will go before City Council Monday night and John can let him know Tuesday morning if they approve his Eagle Scout Project.

Other Business

Paul asked if the basketball lights are still on timers at South Park because kids are still playing basketball at 11:00 pm. John thought they were but he will look into it, the Parks close at 10:00 pm.

Dave asked Patrick about the status of the WRA falling under Park Board. Patrick said that issue was tabled and will not be discussed again unless one of Council members brings it back off the table.

Patrick said Council will be coming up with an ordinance under Parks to designate a section that will lists what is prohibited at Rotary Park. Rotary Park is a catch and release pond only and several people have been taking the fish with them. They will also add additional signs around the pond.

Dave Carroll said the walking trail and new Wabash sign looks really nice. John said Public Works has been trimming and removing all of the brush along the trail.

There being no further business, this Park Board meeting adjourned at 7:33 am.

Respectfully submitted,
Trudi L. Mahnke
Administrative Assistant

**WAUSEON CITY COUNCIL
COUNCIL MEETING
MONDAY, AUGUST 3, 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. Council President Chamberlin moved and seconded by Councilor Stickley to approve the minutes as printed.

All in favor: *Motion Passed Unanimously*

INDIVIDUALS WISHING TO ADDRESS COUNCIL

Becky Thatcher was present to announce her candidacy for Fulton County Commissioner. She gave a summary of her educational and professional background as well as her life in Fulton County and the City of Wauseon. She exited the meeting at 5:08 p.m.

COMMITTEE REPORTS

Councilor Griggs provided a summary of the July 15, 2020 Tree Commission report. He said discussed was the Tree City USA event that Wauseon will host in 2021. No action taken.

DEPARTMENT HEAD REPORTS

Chief Sluder: He said they are continuing to work towards an agreement for the EMS Levy that will be on the ballot.

Chief Chittenden: The new Durangos are in and are getting outfitted for the road. They are beginning to plan for the school year. The DARE program has been cancelled. Council President Chamberlin asked if there has been any more thought to a K9 unit and Chief Chittenden said due to COVID the trainings are not as available at this time.

Keith Torbet: The annual salt bids opened today and he is will be going over them with John Arps when he returns. He said the bids are much lower than last year's bids. Street restriping has started and will end in the next week. Council President Chamberlin asked if the unlimited drop off has been scheduled and was told looks like the end of September.

Jamie Giguere: The month end statement for income tax revenue and it is now at -8% which is an improvement from last month. Councilor Stickley asked about checks to Terry Henricks and was told they are for patrol cars and a truck.

Tom McWatters: He explained Resolution 2020-14 which pertains to the renewal decrease levy. He said Tim Dennis' company has done a good job keeping the trails nice with their mowing efforts.

FIRST READING OF LEGISLATION OR EMERGENCY

Resolution 2020-14: A Resolution Submitting to the Electors of the City the Question of Renewing Part of an Existing Tax Levy for the Purpose of Parks and Recreational Purposes; and Declaring an Emergency

Motion to place Resolution 2020-14 on emergency moved by Councilor Stickley and seconded by Councilor Jeff Stiriz.
Vote: 6 Yeas 0 Nays Motion Carries

Motion to place Resolution 2020-14 on final reading moved by Councilor Schneider and seconded by Council President Chamberlin.

Vote: 6 Yeas 0 Nays Motion Carries

Resolution 2020-15: A Resolution to Amend Ordinance 2019-8, Annual Appropriation Ordinance, by Authorizing the Director of Finance to Increase Certain Account Appropriations in Connection with the Coronavirus Relief Fund

Motion to place Resolution 2020-15 on final reading moved by Councilor Jeff Stiriz and seconded by Council President Chamberlin.

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

Councilor Scott Stiriz wanted to give credit to the Wauseon Beautification Team for the flowers downtown. He also thanked the Recreation Department for taking care of the flowers. He gave a shout out to the Rotary for the job done on the trails. He thanked John Arps and the Public Works department for their great work cleaning up the walking trail. Mayor Huner said she is so proud of our beautiful parks.

Councilor Jeff Stiriz said to Councilor Stickley that he read over the letter from Council President Chamberlin and he disagrees that he was trying to buy anyone's vote. Councilor Scott Stiriz said he agrees with Councilor Jeff Stiriz.

APPROVAL OF THE BILLS

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

Vote: 6 Yeas 0 Nays *Motion Carries*

SCHEDULE COMMITTEE MEETING

Councilor Schneider asked to schedule a Finance Committee meeting to discuss the proposal from the Wauseon Recreation Association. After discussion the committee decided to have the meeting, Monday, August 10, 2020 @ 12 p.m.

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 5:29 p.m.

All in favor: *Motion Passed Unanimously*

**WAUSEON CITY COUNCIL
COMMITTEE OF THE WHOLE
THURSDAY, AUGUST 13, 2020**

Council President Chamberlin called this meeting to order at 7:30 a.m. in Council Chambers. Roll was called by the Clerk of Council. Present were Councilors Scott Stiriz, Griggs, Schneider, Jeff Stiriz 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 Joe Short will be present to introduce himself as a candidate for Fulton County Commissioner.

Councilor Griggs said he will share information with fellow Safety and Code committee members pertaining to a request from HC3 that vaping products only be sold from establishments that require patrons to be 21 and over. There was general discussion about this matter and a meeting will possibly be scheduled in the future.

Councilor Stickley gave a summary of the August 3, 2020 Building and Grounds meeting. He said the committee voted to recommend accepting the draft legislation pertaining to Rotary pond.

Councilor Schneider gave a summary of the August 10, 2020 Finance meeting. He said after much discussion the committee voted to accept the proposal from the WRA to receive 20% of tournament profits.

Councilor Griggs said the Park Board met August 11, 2020. They were given a demonstration from an Eagle Scout to build and install bike racks at Biddle and Homecoming Parks. It was suggested that he only make one bike rack to start. He said the Park Board voted to approve the bike rack project.

Councilor Griggs gave a brief summary of the Tree Commission meeting held August 12, 2020. He said discussed was the upcoming Tree City USA banquet to be held in Wauseon in 2021. The meeting minutes are not yet complete. No action taken.

President Chamberlin said there is no legislation for this meeting. He said the following motions will be needed under new business:

Motion to authorize the Director of Finance to pay the bills through September 14, 2020;

Motion to scheduled Trick or Treat for Saturday, October 31, 2020 from 6 to 7:30 p.m.;

Motion to accept the ODOT Small Cities Program Grant in the maximum amount of \$289,784 for the Oak Street repaving project;

Motion to accept the Bureau of Worker's Comp Bulletproof Vest Grant in the amount of \$2223.

Council President Chamberlin excused himself at 8:01 a.m.

There was general discussion about a proposal to combine the Fulton County EMS departments; an EPA violation at the Water Plant; the September meeting schedule; tree damaged sidewalks; the Brunell St. railroad crossing; trash/debris complaints; Biddle Park ball field weeds; the repairs on the Depot Park caboose and drainage problems at the Depot.

There being no further business, this meeting adjourned at 8:27 a.m.