

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

October 2, 2020

Wauseon City Council
230 Clinton Street
Wauseon, Ohio 43567

RE: Council Meeting of October 5, 2020

Dear Council Members:

Clinton Trustee Ivan Hite will appear before Council at the outset of the meeting to address the EMS contract.

The Finance Committee will present a report and recommend that the Director of Finance create a coronavirus budget/fund for handling of grant money related to the virus.

There will be a first reading on Resolution 2020-17 to amend Ordinance 2019-8, the Annual Appropriation Ordinance, to authorize the Director of Finance to increase or decrease certain line account appropriations within various funds listed within the year 2020 to accommodate the Coronavirus Fund.

There will be a second reading on Ordinance 2020-7, which amends Section 957 of the Codified Ordinances to include certain rules and regulations regarding use of the pond at Rotary Park. There will also be a second reading on Ordinance 2020-8, which reduces the credit allowed Wauseon residents for income tax paid in another jurisdiction to one percent from one and one-half percent.

There is no legislation for third reading.

In new business, a motion will be necessary to waive any hearing before the Fulton County Budget Commission regarding apportionment of the Undivided Local Government Fund and agree to the Fulton County Budget Commission alternate plan of apportionment of the Local Government Fund on the basis of need and prior years apportionment, and further to agree to accept the sum of \$123,540.56 from the Undivided Local Government Fund as the City of Wauseon's share of the Undivided Local Government Fund.

A motion will also be necessary to authorize the Public Works Director to use the unencumbered balance in the Public Works Capital Fund account # 403.699.52530 to make the necessary improvements to the storm sewer line between Leggett Street and adjoining ditch.

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

Mayor
Kathy Huner

City Council
Shane Chamberlin
Patrick Griggs
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
Rick Sluder

WAUSEON CITY COUNCIL AGENDA
October 5, 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: September 14, 2020
 - b) Committee of the Whole: October 1, 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) Ivan Hite, Clinton Township Trustee, RE: EMS Levy
7. Committee Reports
 - a) Finance Committee: Tuesday, September 29, 2020 @ 12 PM
 - Motion to accept the Finance Committee recommendation to allow the Director of Finance to create a budget for the coronavirus fund 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
 - a) Resolution 2020-17: A Resolution to Amend Ordinance 2019-8 Annual Appropriation Ordinance by Authorizing the Director of Finance to Increase or Decrease Certain Line Account Appropriations Within the Various Funds Listed Within the Year of 2020 (Coronavirus Fund)

- Motion to place Resolution 2020-17 on final reading moved by _____ and seconded by _____.
Vote: ____ Yeas ____ Nays

10. Second Reading of Legislation or Emergency

- a) Ordinance 2020-7: An Ordinance Amending Section 957 of the Codified Ordinances of the City of Wauseon (Rotary Pond)

- Motion to place Ordinance 2020-7 on second reading moved by _____ and seconded by _____.
Vote: ____ Yeas ____ Nays

- b) Ordinance 2020-8: An Ordinance Amending Section 191.081(A) of the Codified Ordinance of the City of Wauseon (Resident Income Tax Credit)

- Motion to place Ordinance 2020-8 on second reading moved by _____ and seconded by _____.
Vote: ____ Yeas ____ Nays

11. Third Reading of Legislation or Emergency

12. New Business

- a) Motion to waive any hearing before the Fulton County Budget Commission regarding apportionment of the Undivided Local Government Fund and agree to the Fulton County Budget Commission alternate plan of apportionment of said Local Government Fund on the basis of need and prior years apportionment, and further agree to accept the sum of \$123,540.56 for Undivided Local Government Fund as The City of Wauseon's share of Undivided Local Government Fund moved by _____ and seconded by _____.

Vote: ____ Yeas ____ Nays

- b) Motion to allow the Director of Public Services to use the unencumbered balance in the Public Works Capital Fund account (403.699.52530) to make the necessary improvements to the storm sewer line between Leggett Street and the adjoining ditch 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.

Finance Committee

Tuesday, September 29, 2020 @ 12 PM

Council Chambers

Members present: Steve Schneider, Chair and Shane Chamberlin

Members absent: Jeff Stiriz

Staff present: Mayor Huner, Keith Torbet, Jamie Giguere, Chief Chittenden, Chief Sluder and Andrea Gerken

Coronavirus Funds

This meeting was called to order at 12:00 p.m. by Councilor Schneider. Councilor Schneider turned the floor over to Jamie Giguere. Finance Director Jamie Giguere gave a brief explanation of the funds received, funds still expected and what has been spent so far. She said the Police and Fire wages, including dispatch can come out of these funds through December. She also provided a wish list of items for which these funds may be used (attached). She said there may be additional funds that come in if other municipalities return money not spent to the county. There was general discussion about the funds.

Motion to allow the Director of Finance to create the coronavirus budget /fund moved by Council President Chamberlin and seconded by Councilor Schneider.
Vote: 2 Yeas 0 Nays *Motion Carries*

Keith Torbet advised the members that they will be using the capital fund to pay for the storm water replacement line between Leggett St and the ditch.

With no further business to discuss, the meeting adjourned at 12:14 p.m.

Respectfully Submitted,
Andrea R. Gerken

City of Wauseon
Coronavirus Relief Fund
Wish List
9/29/2020

Available Funds:

7/6/2020	163,839.77
9/4/2020	81,919.88
To be deposited	<u>267,024.91</u>
	512,784.56

Reimbursements (88,773.45)

Remaining Available Funds 424,011.11

BUILDING:

FRONT DOOR	(13,000.00)
KEY FABS	(44,800.00)
WEBSITE	(10,000.00)
STATE GARAGE LIGHTS	(5,000.00)
THERMAL SCANNERS/TESTING	<u>(6,175.00) \$95/EE</u>
	(78,975.00)

FIRE:

FIRE EQUIP DOOR	(7,600.00)
AUTO PULSE	(15,000.00)
PPE & UNIFORMS	(36,194.13)
(4) IPADS	(2,400.00)
AMBUALANCE	(254,000.00)
PAYROLL	<u>(970,000.00)</u>
	(1,285,194.13)

POLICE:

PAYROLL	(920,000.00)
POLICE DOOR	<u>(7,600.00)</u>
	(927,600.00)

FINANCE:

SERVER & LAPTOPS	(16,000.00)
ON-LINE TAXES	(3,000.00)
LEXIPOL	<u>(7,500.00)</u>
	(26,500.00)

Request for additional funds (1,894,258.02)

RESOLUTION 2020-17

A RESOLUTION TO AMEND ORDINANCE 2019-8 ANNUAL APPROPRIATION ORDINANCE BY AUTHORIZING THE DIRECTOR OF FINANCE TO INCREASE OR DECREASE CERTAIN LINE ACCOUNT APPROPRIATIONS WITHIN THE VARIOUS FUNDS LISTED WITHIN THE YEAR OF 2020.

SECTION 1. BE IT RESOLVED by the Council of the City of Wauseon, Ohio that to provide for the current expenses and other expenditures of said City of Wauseon during the fiscal year ending December 31, 2020, the following line item accounts are authorized to be increased and/or decreased as indicated and set aside and appropriated as follows:

SECTION 2. That Section 4 be amended to read as increased and/or decreased as follows:

<u>CORONAVIRUS RELIEF FUND</u>		<u>INCREASED</u>	<u>DECREASED</u>
Wages - Police	205.101.52110	890,000.00	
Capital - Police	205.101.52500	7,600.00	
Wages - Fire	205.102.52110	961,000.00	
Uniforms - Fire	205.102.52140	44,493.99	
Supplies - EMS	205.102.52410	5,242.59	
Capital - Fire	205.102.52500	7,600.00	
Capital - EMS	205.102.52510	269,000.00	
Capital - Finance	205.704.52500	26,500.00	
Capital - Building	205.705.52500	72,800.00	
Supplies - Police	205.101.52400		1,860.34
Supplies - Fire	205.102.52400		183.97
Wages - Rec	205.301.52110		3,632.60
Supplies - Rec	205.301.52400		500.00
Wages - WRP	205.504.52110		4,508.72
Supplies - WRP	205.504.52400		1,362.39
Supplies - Water Office	205.551.52400		194.04
Wages - WTP	205.554.52110		4,374.90
Wages - PSD	205.698.52110		5,000.00
Supplies - PSD	205.698.52400		207.01
Wages - PW	205.699.52110		6,205.56
Prof Services - Mayor	205.701.52320		3,113.00
Wages - Finance	205.704.52110		9,362.40
Supplies - Finance	205.704.52400		252.11
Supplies - Building	205.705.52400		568.08
Legal Fees - Counsel	205.709.52350		8,806.20
Wages - Clerk	205.799.52110		2,676.11
Supplies - Clerk	205.799.52400		250.00
Unappropriated Coronavirus Relief Fund			2,231,179.15
Total Coronavirus Relief Fund		2,284,236.58	2,284,236.58

SECTION 3. AND the City Finance Director is hereby authorized to draw his warrants on the City Treasurer for payments from any of the foregoing appropriations upon receiving proper certificates and vouchers therefor, approved by officers authorized by law to approve the same or an Ordinance or Resolution of Council to make the expenditures; provided that no warrants shall be drawn or paid for salaries or wages except the persons employed by authority of and in accordance with law or ordinance.

SECTION 4. THIS Resolution shall be in full force immediately upon passage of Council and approved by the Mayor.

Passed: October 5, 2020

ATTEST:

Kathy Huner, Mayor

Andrea Gerken
Clerk of Council

Shane Chamberlin
President of Council

Approved as to Form:

City Law Director

I, Andrea Gerken, Clerk of Council for the City of Wauseon, do hereby certify that this is a true and accurate copy of Resolution 2020-17 passed on October 5, 2020

Andrea Gerken
Clerk of Council

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

ORDINANCE NO. 2020-7

AN ORDINANCE AMENDING SECTION 957 OF THE CODIFIED ORDINANCES OF THE CITY OF WAUSEON

WHEREAS, Section 957 of the Codified Ordinances of the City of Wauseon provides for certain rules and regulations for the City’s parks and recreational facilities; and

WHEREA, Council desires to amend Section 957 to provide certain basic rules and regulations for use of the Pond at Rotary Park;

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

Section 1.

That Section 957 of the Codified Ordinances of the City of Wauseon shall be amended to include a new Section 957.05, which shall state as follows:

“957.05 ROTARY PARK POND

(a) Fishing. Fishing shall be permitted on a “catch and release basis” only; any fish caught shall be carefully and immediately placed back in the Pond. Persons fishing in the Pond will comply with state laws governing recreational or sport fishing.

(b) Swimming. Recreational swimming, scuba diving, or wading is not allowed in the Pond.

(c) Boats. The operation of any watercraft is prohibited in the Pond.

(d) Drinking. No person shall drink water from the Pond, or draw water into bulk tanks, single or multiple containers for the purpose of supplying water for use other than recreational at the facility.”

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	6	0
Second Reading		
Third Reading		
Suspension		

ORDINANCE NO. 2020-8

AN ORDINANCE AMENDING SECTION 191.081(A) OF THE CODIFIED ORDINANCES OF THE CITY OF WAUSEON

WHEREAS, Section 191.081(A) provides up to a one and one-half percent credit to a resident of Wauseon who is subject to municipal tax in another taxing municipality on income also subject to tax by the City of Wauseon; and

WHEREA, Council desires change the percentage credit to one percent;

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

Section 1.

That Section 191.081(A) shall be amended to state as follows:

(A) When a resident of Wauseon is subject to municipal tax in another taxing municipality on the same income taxable under this Ordinance, such resident shall be allowed a credit of the amount of income tax paid on such taxable income up to one percent. For the purpose of this Ordinance, taxable income shall include the distributive share of net profits of a resident partner, shareholder or owner of a business entity;

Section 2.

This Amendment shall be effective January 1, 2021.

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

MOTION

Before the **City of Wauseon** it was moved by
(name of legislative authority)

_____,seconded by _____
(name of movant) (name)

that the following motion be passed:

Moved that the above named subdivision waive any hearing before the Fulton County Budget Commission regarding apportionment of the Undivided Local Government Fund pursuant to Ohio Revised Code Section 5757, and agree to the Fulton County Budget Commission alternate plan of apportionment of said Local Government Fund on the basis of need and prior years apportionment, and further agree to accept the sum of **\$123,540.56** for Undivided Local Government Fund as above named subdivision's share of Undivided Local Government Fund.

Motion passed _____ Yea _____ Nay

I hereby certify that the foregoing motion was duly passed at the regular meeting of the above named subdivision held on the _____ day of _____ 20__ .

The Estimate of Local Government Revenues is provided by the Ohio Department of Taxation. Please note this estimate is subject to change due to the State Budget and this needs to be taken into consideration when figuring your 2021 Budget.

**WAUSEON CITY COUNCIL
COUNCIL MEETING
MONDAY, SEPTEMBER 14, 2020**

Council President Chamberlin called this meeting of the Wauseon City Council to order at 5:00 p.m. in Council Chambers. He led 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, Griggs and Schneider.

MINUTES

Council President Chamberlin 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*

COMMITTEE REPORTS

TREE COMMISSION

Councilor Griggs provided a summary of the September 9, 2020 Tree Commission meeting. He said discussed was the Tree City USA event that Wauseon will host in 2021, trees that need replaced in the Indian Hill Trail area and trees to be taken down. No action taken.

DEPARTMENT HEAD REPORTS

Chief Chittenden: He thanked everyone for supporting the Back the Blue event at the fairgrounds over the weekend.

Keith Torbet: He submitted the grant application for the S. Brunell Street project. The ADA project is being pushed through but they are waiting on state approval. The pool is winterized and shut down for the season and minor repairs to the slide have been completed. He said unlimited trash drop off is September 28 to October 3.

Councilor Jeff Stiriz asked if they have started sidewalk repair and was told yes they are working them in between other jobs. Council President Chamberlin asked about the final pool numbers and he said for exact numbers the Finance Director would have to respond but he believes we ended up about \$15,000 in the red. Councilor Stickley asked if the reduced levy is still moving forward and was told yes.

Jamie Giguere: She said the auditors are finishing up the audit. She said there is money from the corona virus relief fund to spend so the department heads are meeting to discuss projects for which those funds can be used.

Tom McWatters: He explained the legislation on the agenda.

FIRST READING OF LEGISLATION OR EMERGENCY

Ordinance 2020-7: An Ordinance Amending Section 957 of the Codified Ordinances of the City of Wauseon (Rotary Pond)

Councilor Schneider moved and seconded by Councilor Jeff Stiriz to place Ordinance 2020-7 on first reading and that the first reading be passed.

Vote: 6 Yeas 0 Nays *Motion Carries*

Ordinance 2020-8: An Ordinance Amending Section 191.081(A) of the Codified Ordinance of the City of Wauseon (Resident Income Tax Credit)

Councilor Stickley moved and seconded by Councilor Griggs to place Ordinance 2020-8 on first reading and that the first reading be passed.

Vote: 6 Yeas 0 Nays *Motion Carries*

NEW BUSINESS

Councilor Schneider asked about an email members of council received from Tracy Behrman about a monarch butterfly exhibit being put in at Homecoming Park. Council President Chamberlin said this matter should be taken to the Park Board.

Council President Chamberlin said there is a parking survey out to Cherokee Drive residents that is due back September 30, 2020. The Street Committee will then determine if they need to meet to discuss the results of this survey.

APPROVAL OF THE BILLS

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

Vote: 6 Yeas 0 Nays *Motion Carries*

ADJOURNMENT

There being no further business, Council President Chamberlin asked for a motion to adjourn. Councilor Jeff Stiriz moved and seconded by Councilor Stickley to adjourn this meeting at 5:15 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, OCTOBER 1, 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 and Stickley. 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 to the agenda items. He said Ivan Hite will be present to discuss the county EMS levy. He said the Finance Committee will give a report.

Councilor Schneider gave a brief summary of the September 29th Finance Committee meeting. He said the committee recommended allowing the Finance Director to create the budget for the coronavirus fund.

President Chamberlin said there is one piece of legislation for first reading:

Resolution 2020-17: A Resolution to Amend Ordinance 2019-8 Annual Appropriation Ordinance by Authorizing the Director of Finance to Increase or Decrease Certain Line Account Appropriations Within the Various Funds Listed Within the Year of 2020

He said there are two pieces of legislation for second reading:

Ordinance 2020-7: An Ordinance Amending Section 957 of the Codified Ordinances of the City of Wauseon

Ordinance 2020-8: An Ordinance to Amend the Tax Code to Allow a 1% Income Tax Credit to Wauseon Residents Who Work Outside of the City and Pay Another Municipality

President Chamberlin said there is no legislation for third reading.

In new business a motion will be necessary to waive any hearing before the Fulton County Budget Commission regarding apportionment of the Undivided Local Government Fund and agree to the Fulton County Budget Commission alternate plan of apportionment of said Local Government Fund on the basis of need and prior years apportionment, and further agree to accept the sum of \$123,540.56 for Undivided Local Government Fund as The City of Wauseon's share of Undivided Local Government Fund.

Councilor Stickley asked about painting blue and red lines on Fulton Street in the downtown area to honor the police and fire departments. There was discussion about painting the street.

Councilor Griggs said the Cherokee Drive parking surveys are back and he is processing the information. He will likely schedule a Street Committee meeting when Councilor Jeff Stiriz returns from vacation. There was general discussion about the restricting street parking.

There being no further business, this meeting adjourned at 8:02 a.m.