

Mayor
Kathy Huner

City Council
Shane Chamberlin
Sarah Heising
Steve Schneider
Harold Stickley
Jeremy Simon
Brandon Tijerina



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
Phil Kessler

March 1, 2024

Wauseon City Council
230 Clinton Street
Wauseon, Ohio 43567

RE: Council Meeting of March 4, 2024

Dear Council Members:

We are not aware of anyone wishing to address Council at the outset of the meeting.

The Finance Committee will present a report and recommend the appropriation of funds needed in connection with the JAG Grant, and the purchase of a camera footage storage cloud-based system for the Police Department.

There will be a first reading on Resolution 2024-9, which accepts the Petition of Annexation for nine parcels comprising approximately 13 acres in Clinton Township.

There is no legislation for second or third readings.

In new business, the Mayor will present the Mayor's Annual Report. Additionally, a motion will be necessary to approve the Mayor's appointments to various boards and commissions. A motion will also be necessary to approve the appointment of Keith Torbet to the District 5 Integrating Committee for the 2024-2027 term. The Committee selects projects for receipt of grant funds through the Ohio Public Works Commission.

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
Korin Miller, Clerk of Council
Jamie Giguere, Finance Director
The Blade

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WAUSEON CITY COUNCIL AGENDA
March 4, 2024
5:00 pm

Order of Business

1. Call meeting to order
2. Pledge of Allegiance
3. Moment of Silence
4. Roll Call
5. Approval of prior meeting minutes:
 - a) Council Meeting: February 19, 2024
 - b) Committee of the Whole: February 29, 2024
 - Motion to approve the prior meeting minutes moved by _____ and seconded by _____.

All in favor:
6. Committee Reports
 - a) Finance Committee: February 19, 2024
 - Recommendation to appropriate the funds needed for the JAG Grant moved by _____ and seconded by _____
 - Vote: ____ Yeas ____ Nays
 - Recommendation to purchase a camera footage storage cloud-based system for the Police Department moved by _____ and seconded by _____
 - Vote: ____ Yeas ____ Nays
7. Department Head Reports
 - a) Phil Kessler, 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
8. First Reading of Legislation or Emergency
 - a) Resolution 2024-9: A Resolution Accepting Annexation Petition for Nine Parcels
 - Motion to place Resolution 2024-9 on first reading moved by _____ and seconded by _____

Vote: ____ Yeas ____ Nays
9. Second Reading of Legislation or Emergency
10. Third Reading of Legislation or Emergency
11. New Business
 - a) Mayor's Annual Report

b) Motion to approve the Mayor's appointments to various boards and commissions moved by _____ and seconded by _____

Vote: ____ Yeas ____ Nays

District 5 Integrating Committee

Keith Torbet- Term 2024-2027

12. Old Business

13. Approval of the Bills

- Motion to approve and pay the bills as presented moved by _____ and seconded by _____.

Vote: ____ Yeas ____ Nays

14. Adjournment

- a) Motion to adjourn moved by _____ and seconded by _____.

All in favor:

Korin Miller
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

**WAUSEON CITY COUNCIL
COUNCIL MEETING
Monday, February 19, 2024**

Mayor Huner called this meeting of the Wauseon City Council to order at 5:00 p.m. in the Council Chambers. She led the Pledge of Allegiance which was followed by a moment of silence.

ROLL CALL

Roll was taken by the Clerk of Council. Present were Council President Stickley, Councilors Schneider, Simon, Chamberlin, Tijerina and Heising, 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 Stickley moved and was seconded by Councilor Tijerina to approve the minutes as printed.

All in favor: Motion Passed Unanimously

COMMITTEE REPORTS

Tree Commission: February 6, 2024

Park Board: February 13, 2024

Director of Public Service, Keith Torbet gave a report from the previous Tree Commission meeting and the previous Park Board meeting. The Tree Commission is working with Tom McWatters on updating the city's Tree Code. The Park Board is looking into changing the pool rental times. There were no recommendations at this time.

DEPARTMENT REPORTS

Chief Chittenden gave a report for his department. His department received two Durango's. A lot of work went into building these patrol cars. There will be a civil service test on March 23, 2024, for a full-time patrol officer. The Hero's vs Hero's basketball game went well. There was a lot of participation from the Police Department. He informed council that under New Business there will be a motion to accept the JAG grant, the grant will go towards new radios.

Keith Torbet gave a report for his department. He has been working with Clemons and Nelson regarding the ground's keeper position. He will be bringing that to the Personnel Committee for approval once everything is completed. He explained Resolution 2024-6 to council and why it is on emergency. The bid must be awarded by April 7, 2024, hence the emergency reading.

Law Director, Tom McWatters, gave a report for his department. He is still working with the Tree Commission on updating the Tree Code. He then went over the proposed legislation.

FIRST READING OF LEGISLATION

Resolution 2024-5: A Resolution Authorizing The Mayor To Enter Into A Service Agreement With IWORQ Systems, Inc. For Software Applications And Services For The Department Of Building And Housing; And Declaring An Emergency

Motion to place Resolution 2024-5 on emergency reading moved by Councilor Tijerina and seconded by Councilor Schneider.

Vote: 6 Yeas 0 Nays Motion Carries

Motion to place Resolution 2024-5 on final reading moved by Councilor Schneider and seconded by Council President Stickley.

Vote: 6 Yeas 0 Nays Motion Carries

Resolution 2024-6: A Resolution Authorizing The Mayor To Advertise For Bids For Street Resurfacing On Oak Street; 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; And Declaring An Emergency

Motion to place Resolution 2024-6 on emergency reading moved by Council President Stickley and seconded by Councilor Simon.

Vote: 6 Yeas 0 Nays Motion Carries

Motion to place Resolution 2024-6 on final reading moved by Councilor Schneider and seconded by Councilor Heising.

Vote: 6 Yeas 0 Nays Motion Carries

Resolution 2024-7: A Resolution Authorizing The Mayor And/or Her Designee To Enter Into A Fire And Emergency Protection Agreement With Clinton Township; And Declaring An Emergency

Motion to place Resolution 2024-7 on emergency reading moved by Council President Stickley and seconded by Councilor Simon.

Vote: 6 Yeas 0 Nays Motion Carries

Motion to place Resolution 2024-7 on final reading moved by Councilor Schneider and seconded by Councilor Heising.

Vote: 6 Yeas 0 Nays Motion Carries

Resolution 2024-8: A Resolution Authorizing The Mayor And/or Her Designee To Enter Into A Fire And Emergency Protection Agreement With Dover Township; And Declaring An Emergency

Motion to place Resolution 2024-8 on emergency reading moved by Councilor Schneider and seconded by Councilor Heising.

Vote: 6 Yeas 0 Nays Motion Carries

Motion to place Resolution 2024-8 on final reading moved by Councilor Tijerina and seconded by Councilor Simon.

Vote: 6 Yeas 0 Nays Motion Carries

THERE WERE NO LEGISLATION FOR SECOND OR THIRD READING

NEW BUSINESS

Motion to authorize the Police Chief to accept the JAG grant moved by Councilor Tijerina and seconded by Councilor Heising.

Vote: 6 Yeas 0 Nays Motion Carries

Motion to approve the Mayor's appointments to various boards and commissions moved by Council President Stickley and seconded by Councilor Heising.

INTV

Jeremy Simon

Citizens Advisory Committee Housing

Clint Short

Vote: 6 Yeas 0 Nays Motion Carries

APPROVAL OF BILLS

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

Vote: 6 Yeas 0 Nays Motion Carries

ADJOURNMENT

There being no further business, Council President Stickley moved and seconded by Councilor Tijerina to adjourn the meeting. 5:25 p.m.

All in favor: *Motion Passed Unanimously*

Korin Miller, Clerk of Council

Harold Stickley, President of Council

**WAUSEON CITY COUNCIL
COMMITTEE OF THE WHOLE
THURSDAY, February 29, 2024**

Council President Stickley called this meeting to order at 7:15 a.m. in Council Chambers. Present were Councilors, Simon, Schneider, Tijerina, Heising, and Chamberlin.

Councilor Stickley was absent from the previous staff meeting. The Clerk of Council read over the staff meeting notes.

DEPARTMENT HEAD REPORTS

Director of Public Service, Keith Torbet gave a report for his department. IAC has announced they will be laying off 175 people. The ODOT state route 2 project has been pushed back to 2028. He told council that the water line project for Fulton Street will start in April.

Chief Chittenden gave a report for his department. Ed Weideman is coming back as a full-time patrol officer, his start date will be March 11, 2024. The retired 2012 Dodge Charger is being donated to Four County Automotive Technology Class. He also explained that the Police Department and the Fire Department participated in a safety event at the high school.

Chief Kessler gave a report for his department. The contracts for Dover and Clinton Township have been signed. He explained his participation in the Wauseon High School safety drill.

COMMITTEE REPORTS

Chairman of the Finance Committee, Councilor Schneider gave a report from the previous Finance Committee meeting on February 19, 2024. The committee will be presenting two recommendations.

Recommendation to appropriate the funds needed for the JAG Grant.

Recommendation to purchase a camera footage storage cloud-based system for the Police Department.

Chief Chittenden answered any questions that council had regarding these two recommendations.

Council discussed one topic from that Finance Committee Meeting that was tabled. The topic was about the Biddle Park ball fields. At the meeting Director of public service, Keith Torbet presented quotes for the renovation of the two north ball fields at Biddle Park. Councilor Chamberlin and Councilor Schneider are wanting to add additional ball fields for a total of eight fields. They would like to see Biddle Park hosting tournaments. The committee is undecided on action at this time.

Councilor Tijerina exited the council chamber at 7:47 a.m.

Councilor Heising exited the council chambers at 7:56 a.m.

ADJOURNMENT

There being no further business, this meeting adjourned at 8:00 a.m.

Korin Miller, Clerk of Council

Harold Stickley, Council President

Finance Committee
Monday, February 19, 2024
Council Chambers
4:00 p.m.

Present: Steve Schneider, Shane Chamberlin, and Sarah Heising

Staff: Jamie Giguere, Keith Torbet, Kevin Chittenden, and Korin Miller

Matter: Biddle Park Ball Parks

Director of public service, Keith Torbet presented quotes for the renovation of the two north ball fields at Biddle Park. Councilor Chamberlin and Councilor Schneider are wanting to add additional ball fields for a total of eight fields. They would like to see Biddle Park hosting tournaments. After much discussion of the pros and cons of the topic the committee decided to table the topic until they gather more information.

Matter: JAG Grant Funds

Chief Chittenden explained that he needs an appropriation increase for the JAG grant.

Recommendation to appropriate the funds needed for the JAG grant moved by Councilor Heising and seconded by Councilor Schneider.

Vote: 3 Yays 0 Nays Motion Carries

Matter: Body Camera Footage Shortage

Chief Chittenden has been working with Motorola on getting quotes on moving the body camera footage storage to a cloud-based system. All their body cameras are out of warranty so this would be a good time for the change.

Recommendation to purchase a cloud-based system for camera storage moved by Councilor Heising and seconded by Councilor Chamberlin.

Vote: 3 Yays 0 Nays Motion Carries

There being no further business, this meeting adjourned at 4:45 p.m.

Respectfully submitted,
Korin Miller

	Yes	No
Emergency	_____	_____
First Reading	_____	_____
Second Reading	_____	_____
Third Reading	_____	_____
Suspension	_____	_____

RESOLUTION 2024-9

A RESOLUTION ACCEPTING ANNEXATION PETITION FOR NINE PARCELS

WHEREAS, a majority of owners of nine parcels in Clinton Township containing approximately 13 acres filed a Petition for Annexation with the Board of Commissioners of Fulton County, Ohio requesting that the parcels be annexed into the City of Wauseon: and

WHEREAS, the Board of Commissioners of Fulton County, Ohio accepted the Petition of Annexation pursuant to Resolution 2024-049 passed by the Commissioners on January 11, 2024; and

WHEREAS, pursuant to Section 709.04 of the Ohio Revised Code, the City of Wauseon is required to pass a resolution accepting or rejecting the Petition for Annexation;

WHEREAS, the City desires to accept the Petition for Annexation;

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

Section 1

The Petition of Annexation accepted by the Board of Commissioners of Fulton County, Ohio in Resolution 2024-049 is hereby accepted.

Passed:

Kathy Huner, Mayor

Harold Stickley
President of Council

Attest: _____
Korin Miller
Clerk of Council

Approved as to Form:

Thomas A. McWatters III
City Law Director