

Mayor
Kathy Huner

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



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

November 1, 2024

Wauseon City Council
230 Clinton Street
Wauseon, Ohio 43567

RE: Council Meeting of November 4, 2024

Dear Council Members:

We are not aware of anyone wishing to address Council.

At the outset of the meeting, Danny Markley will be given the oath of office.

The Personnel Committee will present a report.

There will be a first reading on the following resolutions:

1. Resolution 2024-30, which authorizes the Mayor to execute the Collective Bargaining Agreement with the OPBA (Patrol Officers) for the years 2025-2027.
2. Resolution 2024-31, which authorizes the Mayor to execute the Collective Bargaining Agreement with the OPBA (Command Officers) for the years 2025-2027.
3. Resolution 2024-32, which authorizes the Mayor to execute the Collective Bargaining Agreement with the OPBA (Dispatch/Records Clerk) for the years 2025-2027.
4. Resolution 2024-33, which authorizes the Mayor to execute the Indigent Services Contract with Fulton County for 2025.

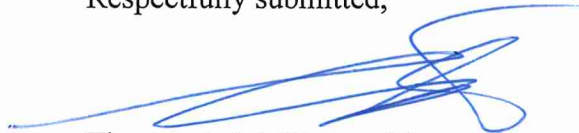
There is no legislation for second reading.

There will be a third reading on Resolution 2024-29, which authorizes the Mayor or her designee to enter into a Clinical Affiliation Agreement between Rhodes State College and City of Wauseon, Fire Department.

In new business, a motion will be necessary to authorize the Mayor or her designee to accept the Undivided Local Government Fund amount allotted to the City. A motion will also be necessary to authorize Council to enter into executive session for the purpose of considering the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official.

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
November 4, 2024
5:00 pm

Order of Business

- Call meeting to order
- Pledge of Allegiance
- Moment of Silence
- Roll Call
 - a) Councilor Chamberlin
 - b) Councilor Heising
 - c) Councilor Schneider
 - d) Council President Stickley
 - e) Councilor Simon
 - f) Councilor Tijerina
- Approval of prior meeting minutes:
 - a) Council Meeting: October 21, 2024
 - b) Committee of the Whole: October 31, 2024
- Motion to approve the prior meeting minutes moved by _____ and seconded by _____.
All in favor:
- Committee Reports
 - a) Personnel Committee, October 30, 2024
- Department Head Reports
 - a) Chief 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
- First Reading of Legislation or Emergency
 - a) Resolution 2024-30: A Resolution Authorizing The Mayor To Enter Into An Agreement With The Ohio Patrolmen's Benevolent Association Patrol Officer's Union
 - Motion to place Resolution 2024-30 on first reading moved by _____ and seconded by _____.
 - Vote: ____ Yeas ____ Nays
 - b) Resolution 2024-31: A Resolution Authorizing The Mayor To Enter Into An Agreement With The Ohio Patrolmen's Benevolent Association Command Officers Union
 - Motion to place Resolution 2024-31 on first reading moved by _____ and seconded by _____.
 - Vote: ____ Yeas ____ Nays

- c) Resolution 2024-32: A Resolution Authorizing The Mayor To Enter Into An Agreement With The Ohio Patrolmen's Benevolent Association Records Technicians And Full-time Dispatchers Union
 - Motion to place Resolution 2024-32 on first reading moved by _____ and seconded by _____.
 - Vote: ____ Yeas ____ Nays
- d) Resolution 2024-33: A Resolution Authorizing The Mayor To Enter Into An Agreement For Indigent Defense Services In County Court With The Fulton County Commissioners
 - Motion to place Resolution 2024-33 on first reading moved by _____ and seconded by _____.
 - Vote: ____ Yeas ____ Nays
- Second Reading of Legislation or Emergency
- Third Reading of Legislation or Emergency
 - a) Resolution 2024-29: Clinical Affiliation agreement between Rhodes State College and the City of Wauseon Fire Department
 - Motion to place Resolution 2024-29 on third reading moved by _____ and seconded by _____.
 - Vote: ____ Yeas ____ Nays
- New Business
 - a) Motion to authorize the Mayor or her designee to accept the Undivided Local Government Fund amount allotted to the City by _____ and seconded by _____.
 - Vote: ____ Yeas ____ Nays
- Old Business
- Approval of the Bills
 - a) Motion to approve and pay the bills as presented moved by _____ and seconded by _____.
 - Vote: ____ Yeas ____ Nays
- Executive Session
 - a) Motion to Enter into Executive Session for the purpose of considering the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official moved by _____ and seconded by _____.
 - Vote: ____ Yeas ____ Nays
- 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, October 21, 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 Councilors Schneider, Simon, Tijerina, Chamberlin and Heising, to constitute a quorum for the transaction of city business. Council President Stickley had an excused absence.

MINUTES

Mayor Huner asked for a motion to approve the prior meeting minutes. Councilor Tijerina moved and was seconded by Councilor Heising to approve the minutes as printed.

All in favor: Motion Passed Unanimously

PUBLIC HEARING

Council will hold a public hearing on the recommendation by the Planning Commission that the zoning designation of the five parcels which comprise the Wauseon Plaza on North Shoop Avenue be changed from B-4 to B-2.

Motion to enter into a Public Hearing moved by Councilor Chamberlin and seconded by Councilor Heising.

Vote: 5 Yeas 0 Nays Motion Carries

Motion to approve the rezoning of the Wauseon Plaza from B-4 to B-2 moved by Councilor Schneider and seconded by Councilor Simon.

Vote: 5 Yeas 0 Nays Motion Carries

Motion to exit the Public Hearing moved by Councilor Tijerina and seconded by Councilor Heising.

Vote: 5 Yeas 0 Nays Motion Carries

DEPARTMENT REPORTS

Chief Kessler gave a report for his department. He thanked all who attended the Promotional Ceremony for Jed Bowers' promotion to Lieutenant. Chief Kessler informed everyone that after the city Trick or Treat his department will be hosting donuts and cider at the Fire Department. This month his department has kept busy with October being fire prevention month.

Chief Chittenden gave a report for his department. He is currently working on the union contracts; he will be presenting those to council for review once they are completed. Chief Chittenden stated that drug take back day will be October 26, 2024. Although the Police Department have a 24/7 drop off box, they still like to participate in the drug take back day.

Keith Torbet gave a report for his department. He explained that his department has been busy with water line breaks. The Fulton Street project is coming nicely, and they are still on schedule to have it fully repaved by the end of the year.

Tom McWatters gave a report for his department. He informed council that there will be an opportunity for a public hearing at this council meeting. He stated that his law firm will be participating in the Trunk or Treat event this year.

FIRST READING OF LEGISLATION OR EMERGENCY

Ordinance 2024-5: An Ordinance Amending Codified Ordinance Chapter 1117 – Establishment Of Districts And Maps, And Amending The Official Zoning Map; And Declaring An Emergency

Motion to place Ordinance 2024-5 on emergency reading moved by Councilor Chamberlin and seconded by Councilor Heising.

Vote: 5 Yeas 0 Nays Motion Carries

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

Vote: 5 Yeas 0 Nays Motion Carries

SECOND READING OF LEGISLATION OR EMERGENCY

Resolution 2024-29: A Resolution Authorizing The City Of Wauseon, Wauseon Fire Department To Enter Into A Clinical Affiliation Agreement With Rhodes State College

Motion to place Resolution 2024-9 on second reading moved by Councilor Chamberlin and seconded by Councilor Simon.

Vote: 5 Yeas 0 Nays Motion Carries

THIRD READING OF LEGISLATION OR EMERGENCY

Ordinance 2024-4: An Ordinance Amending The Codified Ordinances Of The City Of Wauseon To Include New Section 191.21

Motion to place Ordinance 2024-4 on third reading moved by Councilor Tijerina and seconded by Councilor Simon.

Vote: 6 Yeas 0 Nays Motion Carries

NEW BUSINESS

Motion to authorize the Mayor or her designee to execute an agreement with Lexipol for grant writing services moved by Councilor Simon and seconded by Councilor Heising.

Vote: 5 Yeas 0 Nays Motion Carries

Motion to authorize the Mayor or her designee to execute an Addendum to the Client Services Agreement with Medicount Management, Inc. moved by Councilor Chamberlin and seconded by Councilor Tijerina.

Vote: 5 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 Chamberlin.

Vote: 5 Yeas 0 Nays Motion Carries

EXECUTIVE SESSION

Motion to Enter into Executive Session for the purpose of considering the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official moved by Councilor Tijerina and seconded by Councilor Chamberlin.

Vote: 5 Yeas 0 Nays Motion Carries

FEASIBILITY STUDY MEETING

At the end of the Council Meeting Mull and Weithman Inc. were present to discuss with administration and Council their plans for the following day to tour the City's facilities and meet with key personnel regarding the upcoming feasibility study.

ADJOURNMENT

There being no further business, moved by Councilor Simon and seconded by Councilor Tijerina to adjourn the meeting. 6:15 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, October 31, 2024**

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

Council President Stickley went over the proposed agenda for the upcoming council meeting on November 4, 2024.

There will be a report from the Personnel Committee meeting on October 30, 2024.

There will be five pieces of legislation on the council agenda.

First Reading of Legislation:

Resolution 2024-30: A Resolution Authorizing The Mayor To Enter Into An Agreement With The Ohio Patrolmen's Benevolent Association Patrol Officer's Union

Resolution 2024-31: A Resolution Authorizing The Mayor To Enter Into An Agreement With The Ohio Patrolmen's Benevolent Association Command Officers Union

Resolution 2024-32: A Resolution Authorizing The Mayor To Enter Into An Agreement With The Ohio Patrolmen's Benevolent Association Records Technicians And Full-time Dispatchers Union

Resolution 2024-33: A Resolution Authorizing The Mayor To Enter Into An Agreement For Indigent Defense Services In County Court With The Fulton County Commissioners

Third Reading of Legislation:

Resolution 2024-29: Clinical Affiliation agreement between Rhodes State College and the City of Wauseon Fire Department

Under New Business there will be one motion:

Motion to authorize the Mayor or her designee to accept the Undivided Local Government Fund amount allotted to the City

Council will also have the opportunity to go into Executive Session for the purpose of considering the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official

Council President Stickley and Councilor Simon gave a report from the previous WRA meeting on October 27, 2024.

DEPARTMENT HEAD REPORTS

Chief Chittenden gave a summary on the Union Contracts.

Jamie Giguere gave a report for her department. She has received most of the budget work sheets she needs. Once she has them all she will be compiling them and meeting with the Mayor to move forward with the 2025 budget. She will be finalizing the medical insurance today and open enrollment meetings will be soon. She stated that there will be a Utility Committee meeting on Monday regarding water and sewer rates. The audit has been completed and she will be sending out final paperwork on that soon.

Keith Torbet gave a report for his department. The Fulton Street project is coming along, the curbs are being put in currently. He is hoping to have it paved next week. He has received a letter from a resident on Oak Street regarding the curb cuts at her residence. Keith is looking into this issue. The EPA situation is coming along.

Chief Kessler gave a report for his department. They are getting ready for Halloween this evening. The Fire Department will also be hosting Cider and Donuts after regular scheduled Trick or Treating.

ADJOURNMENT

There being no further business, this meeting adjourned at 7:51 a.m.

Korin Miller, Clerk of Council

Councilor Chamberlin

**PERSONNEL COMMITTEE MEETING
COUNCIL CHAMBERS
WEDNESDAY, OCTOBER 30, 2024
4:45 PM**

Present: Harold Stickley, Sarah Heising,

Absent: Shane Chamberlin

Also Present: Keith Torbet, Korin Miller, Jamie Giguere, and Michelle Wing, Phil Kessler

Matter: HR Presentation by Michelle Wing

Michelle gave a report on her experience of being working in the Human Resources department for the city. She has worked approximately 190 hours over the eight months. She has helped onboard 48 employees. All the employees have been onboarded through Paylocity. She has worked on implementing multiple systems through Paylocity as well. Councilor Heising asked which department used her more than others. Michelle said she worked a little more with the fire department, they had a lot of turn over this year. She is currently working on refining the performance review process.

Councilor Heising asked Michelle her opinion on what the city needs employee wise for HR. Michelle said she would like to stay through the end of 2025 and requested an additional hour per week. She said there is not enough work for a full time or part time employee to do because so much HR work has been delegated to department heads over the years.

Matter: Compensation Plan

Mayor Huner and the department heads wanted to bring up the topic of the compensation plan. Throughout the hierarchy of certain departments, the pay difference between job positions has become slim over the years, possibly not incentivizing employees to work towards promotions. This topic is something the department heads would like to work towards improving by creating a 10% difference between hierarchy positions.

Council President Stickley expressed his overall concern for the city's finances and the finances of the year 2025. His concerns make him hesitant to move forward with solving this compensation issue.

Councilor Heising stated that she would like to see more information regarding how the compensation plan solution would play out.

The department heads agreed, and they will be working on gathering more information to present to the Personnel Committee.

Matter: Non-Union Employees

The non-union union employees met with Mayor Huner and the department heads. Keith Torbet wanted to have this meeting to touch base with the employees' needs and wants. They would like to see their clothing allowance increased from \$400 to \$600 dollars. Keith Torbet is also looking into increasing the longevity increases. The employees also mentioned that they would like updated employee ID's. Keith Torbet has taken care of this for them.

There are no recommendations currently from the Personnel Committee. The meeting adjourned at 6:00 p.m.

All in favor motion passed unanimously.

Respectfully submitted by,

Korin Miller
Clerk of Council

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

RESOLUTION 2024-30

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH THE OHIO PATROLMEN'S BENEVOLENT ASSOCIATION PATROL OFFICER'S UNION

WHEREAS, the Ohio Patrolmen's Benevolent Association is the bargaining agent for the Patrol Officers employed by the City of Wauseon; and

WHEREAS, the contract with the OPBA expired December 31, 2024; and

WHEREAS, a new agreement has been negotiated with the OPBA; and

WHEREAS, the Mayor should be authorized to sign said agreement which will bind the City of Wauseon to the terms and conditions of the agreement; and

WHEREAS, the passage of this resolution is necessary for the protection of the health, safety, and welfare of the citizens of Wauseon and should therefore be declared an emergency.

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

Section 1.

That the Mayor is hereby authorized to enter into an agreement with the Ohio Patrolmen's Benevolent Association representing the Patrol Officers bargaining unit, a copy of which is on file in the office of the Clerk of Council.

Section 2.

That the Mayor is hereby authorized to execute any and all documents necessary to fulfill the terms of said agreement.

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

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

RESOLUTION 2022-13

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH THE OHIO PATROLMEN'S BENEVOLENT ASSOCIATION COMMAND OFFICERS UNION

WHEREAS, the Ohio Patrolmen's Benevolent Association is the bargaining agent for the Command Officers employed by the City of Wauseon; and

WHEREAS, the contract with the OPBA expired December 31, 2024; and

WHEREAS, a new agreement has been negotiated with the OPBA; and

WHEREAS, the Mayor should be authorized to sign said agreement which will bind the City of Wauseon to the terms and conditions of the agreement; and

WHEREAS, the passage of this resolution is necessary for the protection of the health, safety, and welfare of the citizens of Wauseon and should therefore be declared an emergency.

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

Section 1.

That the Mayor is hereby authorized to enter into an agreement with the Ohio Patrolmen's Benevolent Association representing the Command Officers bargaining unit, a copy of which is on file in the office of the Clerk of Council.

Section 2.

That the Mayor is hereby authorized to execute any and all documents necessary to fulfill the terms of said agreement.

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

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

RESOLUTION 2024-32

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH THE OHIO PATROLMEN’S BENEVOLENT ASSOCIATION RECORDS TECHNICIANS AND FULL-TIME DISPATCHERS UNION

WHEREAS, the Ohio Patrolmen’s Benevolent Association is the bargaining agent for the Records Technicians and Full-Time Dispatchers employed by the City of Wauseon; and

WHEREAS, the contract with the OPBA expired December 31, 2024; and

WHEREAS, a new agreement has been negotiated with the OPBA; and

WHEREAS, the Mayor should be authorized to sign said agreement which will bind the City of Wauseon to the terms and conditions of the agreement; and

WHEREAS, the passage of this resolution is necessary for the protection of the health, safety, and welfare of the citizens of Wauseon and should therefore be declared an emergency.

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

Section 1.

That the Mayor is hereby authorized to enter into an agreement with the Ohio Patrolmen’s Benevolent Association representing the Records Technicians and Full-Time Dispatchers bargaining unit, a copy of which is on file in the office of the Clerk of Council.

Section 2.

That the Mayor is hereby authorized to execute any and all documents necessary to fulfill the terms of said agreement;

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

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

RESOLUTION 2024-33

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT FOR INDIGENT DEFENSE SERVICES IN COUNTY COURT WITH THE FULTON COUNTY COMMISSIONERS

WHEREAS, since 2011 the City of Wauseon has contracted with the Fulton County Commissioners for the City’s reimbursement to Fulton County for the County’s costs incurred in providing legal services to indigents charged with violation of ordinances of the City of Wauseon; and

WHEREAS, the County has indicated that it desires to enter into a new Agreement for Indigent Defense Services In County Court for 2025 (“2025 Agreement”) which is substantively identical to the previous year’s contract; and

WHEREAS, the City desires to enter into the 2025 Agreement; and

WHEREAS, a copy of the 2025 Agreement is on file in the office of the Clerk of Council;

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

Section 1.

That the Mayor or her designee is authorized to execute the 2025 Agreement on file with the Clerk of Council.

Section 2.

The Mayor or her designee is further authorized to execute any and all documents necessary to effectuate the intention of Council pursuant to this Resolution.

Passed:

Kathy Huner, Mayor

Harold Stickley, President of Council

Attested:

Korin Miller
Clerk of Council

Approved as to Form:

Thomas A. McWatters III
City Law Director

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

RESOLUTION 2024-29

A RESOLUTION AUTHORIZING THE CITY OF WAUSEON, WAUSEON FIRE DEPARTMENT TO ENTER INTO A CLINICAL AFFILIATION AGREEMENT WITH RHODES STATE COLLEGE

WHEREAS, James A. Rhodes State College (“College”) has established approved and/or accredited programs (“Program”); and

WHEREAS, the City of Wauseon, Wauseon Fire Department (“WFD”) is willing to furnish students with rotation through certain clinical services of WFD in order to further the clinical enrichment educational experiences of students currently enrolled and in good standing in the Program at the College; and

WHEREAS, it is the mutual desire of College and WFD to have teaching programs that are in the public interest and benefit public health and welfare; and

WHEREAS, it is the mutual desire of the parties to affiliate pursuant to A Clinical Affiliation Agreement Between Rhodes State College and City of Wauseon, Fire Department (“Agreement”) in order to provide health care education to the College’s Program students at WFD; and

WHEREAS, a copy of the Agreement is on file in the office of the Clerk of Council; and

WHEREAS, the parties may, from time to time, desire to renew or amend the Agreement;

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

Section 1

That the Mayor and/or designee are hereby authorized to execute the Agreement, a copy of which is on file in the office of Clerk of Council.

Section 2

That the Mayor and/or designee are authorized to execute any renewals of or amendments to the Agreement, provided any such renewals or amendments do not materially

change the Agreement.

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