

Mayor
Kathy Huner

City Council
Shane Chamberlin
Sarah Heising
Steve Schneider
Harold Stickle
Scott Stiriz
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
Richard Sluder

January 12, 2023

Wauseon City Council
230 Clinton Street
Wauseon, Ohio 43567

RE: Council Meeting of January 16, 2023

Dear Council Members:

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

There are no committee reports.

There will be a first reading on Resolution 2023-1 (emergency), which authorizes the Mayor to enter into an agreement with Maumee Valley Planning Organization for technical assistance for the City's Revolving Loan Fund.

There is no legislation for second reading.

There will be a third reading on Resolution 2022-40, which authorizes the Mayor to renew the City's agreement with Schonhardt & Associates for GAAP accounting services.

In new business, a motion will be necessary to approve the Mayor's appointments to various boards and commissions.

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

Phone 419-335-9022 • Office Fax 419-335-3866

www.cityofwauseon.com

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Phil Kessler

WAUSEON CITY COUNCIL AGENDA
January 16, 2023
5:00 pm

Order of Business

1. Call meeting to order
2. Pledge of Allegiance
3. Moment of Silence
4. Roll Call
 - a) Councilor Chamberlin
 - b) Councilor Heising
 - c) Councilor Schneider
 - d) Councilor Stickley
 - e) Council President Stiriz
 - f) Councilor Tijerina
5. Approval of prior meeting minutes:
 - Council Meeting: January 3, 2023
 - Committee of the Whole: January 12, 2023
 - Motion to approve the prior meeting minutes moved by _____ and seconded by _____.

All in favor:
6. Names of Individuals Wishing to Address Council and Topic
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. Committee Report
9. First Reading of Legislation or Emergency
 - a) Resolution 2023-1: A Resolution Authorizing The Mayor To Enter Into An Agreement For Technical Assistance For The Revolving Loan Fund With Maumee Valley Planning Organization; And Declaring An Emergency
 - Motion to place Resolution 2023-1 on emergency reading moved by _____ and seconded by _____
 - Vote: __ Yeas __ Nays
 - Motion to place Resolution 2023-1 on final reading and the final reading be passed moved by _____ and seconded by _____

- Vote: __ Yeas __ Nays
- 10. Second Reading of Legislation or Emergency
- 11. Third Reading of Legislation or Emergency
 - a) Resolution 2022-40: A Resolution Authorizing The Mayor To Renew An Agreement With Schonhardt & Associates For Accounting Services Needed To Handle The "gaap" Accounting
 - Motion to place Resolution 2022-40 on final reading and the final reading be passed moved by _____ and seconded by _____
 - Vote: __ Yeas __ Nays
- 12. New Business
 - a) Motion to accept the Mayor's appointments to the various boards and commissions moved by _____ and seconded by _____.
 - Vote: ____ Yeas ____ Nays

Civil Service Commission

Todd Myers 1/1/2023-12/31/28

Park Board

Brook Conrad 1/1/2023-12/31/2023

Planning Commission

Sue Wines 1/1/2023-12/31/2023

Steve Brown 1/1/2023-12/31/2028

Tree Commission

John Alexander 1/1/2023-12/31/2025

Rick Frey 1/1/2023-12/31/2025

Charter Revision Commission

Steve Schneider 1/1/2023-12/31/2023

Sarah Heising 1/1/2022-12/31/2023

Mike Murry 1/1/2023-6/30/2023

Zoning Board of Appeals

Russ Pauley 1/1/2023-12/31/2027

Randy Zeigler 1/1/2023-12/31/2027

Maumee Valley Planning

Keith Torbet 1/1/2023-12/31/2023

Pride and Preservation

JD Schnitkey 1/1/2023-12/32/2025

13. Old Business

14. Approval of the Bills

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

- Vote: ____ Yeas ____ Nays

16. Adjournment

- a) Motion to adjourn moved by _____ and seconded by _____.
- All in favor:

Korin Miller
Clerk of Council

Phone 419-335-9022 • Office Fax 419-335-3866

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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, January 3, 2023**

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 Stiriz, and Councilors, Heising, Schneider, Tijerina, Chamberlin and Stickley to constitute a quorum for the transaction of city business.

DEPARTMENT REPORTS

Chief Chittenden gave a report for his department. He swore in a new full time patrol officer, Allan Donnett. He also thanked Director Torbet and the city employees for helping with an accident on New Years Eve.

Keith Torbet gave a report for his department. He wanted to again thank Public Works and the Water Treatment Plant personnel for all their hard work over the holidays. The water plant was run for almost 24 hours straight to keep up with the water line breaks. There were 2 main water breaks due to the cold. Two projects are going on. First Energy is redoing their lines on Lawrence Avenue. A clean up crew will be doing remediation at the bridge property on West Chestnut Street.

SECOND READING OF LEGISLATION OR EMERGENCY

Resolution 2022-40: A Resolution Authorizing The Mayor To Renew An Agreement With Schoenhardt & Associates For Accounting Services Needed To Handle The "gaap" Accounting

Motion to place Resolution 2022-40 on second reading moved by Councilor Stickley and seconded by Councilor Heising.

Vote: 6 Yeas 0 Nays Motion Carries

ADJOURNMENT

There being no further business, Councilor Tijerina moved and seconded by Councilor Stickley to adjourn this meeting at 5:10 p.m.

All in favor: *Motion Passed Unanimously*

Korin Miller, Clerk of Council

Scott Stiriz, President of Council

**WAUSEON CITY COUNCIL
COMMITTEE OF THE WHOLE
THURSDAY, JANUARY 12, 2023**

Council President Stiriz called this meeting to order at 7:30 a.m. in Council Chambers. Present were Councilors, Stickley, Schneider, Tijerina, Chamberlin and Heising. Also present was, Chief Kessler, Chief Chittenden, and Jamie Giguere.

Chief Kessler gave a report for his department. He told council they should be receiving information about the Fulton County Fireman's Association Dinner for February 21st. He has been working with Tom McWatters and Civil Service on the possibility of hiring without a certificate or education, to help with employment issues. He explained a situation at the Hanger. Two gentlemen had made their way to the living area, they didn't seem threatening, but their stories weren't adding up. Chief Kessler said they are working on tightening up security there.

Chief Chittenden gave a report for his department. He said they gave a dispatch test on Saturday, they had seven applicants. He is working with Civil Service to see what hiring rules they can eliminate to make the hiring process easier. He explained he got permission to advertise the Sargent position.

Council President Stiriz then read over the expected agenda for the next council meeting.

There will be one piece of legislation under first reading

Resolution 2023-1: A Resolution Authorizing The Mayor To Enter Into An Agreement For Technical Assistance For The Revolving Loan Fund With Maumee Valley Planning Organization; And Declaring An Emergency

There will be one piece of legislation under third reading

Resolution 2022-40: A Resolution Authorizing The Mayor To Renew An Agreement With Schonhardt & Associates For Accounting Services Needed To Handle The "gaap" Accounting

New Business

There will be a motion to accept the Mayor's appointments to the various boards and commissions.

Civil Service Commission

Todd Myers 1/1/2023-12/31/28

Park Board

Brook Conrad 1/1/2023-12/31/2023

Planning Commission

Sue Wines 1/1/2023-12/31/2023

Steve Brown 1/1/2023-12/31/2028

Tree Commission

John Alexander 1/1/2023-12/31/2025

Rick Frey 1/1/2023-12/31/2025

Charter Revision Commission

Steve Schneider 1/1/2023-12/31/2023

Sarah Heising 1/1/2022-12/31/2023

Mike Murry 1/1/2023-6/30/2023

Zoning Board of Appeals

Russ Pauley 1/1/2023-12/31/2027

Maumee Valley Planning

Keith Torbet 1/1/2023-12/31/2023

Pride and Preservation

JD Schnitkey 1/1/2023-12/32/2025

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

Korin Miller, Clerk of Council

Scott Stiriz, Council Preside

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

RESOLUTION 2023-1

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT FOR TECHNICAL ASSISTANCE FOR THE REVOLVING LOAN FUND WITH MAUMEE VALLEY PLANNING ORGANIZATION; AND DECLARING AN EMERGENCY

WHEREAS, the City operates a Revolving Loan Fund (“RLF”) pursuant to which it makes low interest loans to qualifying businesses located in the City; and

WHEREAS, the City is in need of assistance in the administration of the RLF; and

WHEREAS, Maumee Valley Planning Organization (“MVPO”), an Ohio nonprofit corporation organized pursuant to Section 1702.04 of the Ohio Revised Code, has presented the City an Agreement For Technical Assistance For the Revolving Loan Fund (“Agreement”) pursuant to which MVPO would serve as the RLF’s Loan Administrator; and

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

WHEREAS, the City desires to enter into the Agreement with MVPO to serve as Loan Administrator pursuant to the terms and conditions set forth in the Agreement; and

WHEREAS, this Resolution should be declared an emergency measure necessary for the immediate preservation of the health, safety, and public welfare of the City, and for the further reason that the RLF funds cannot be transferred to the City until the Agreement is fully executed;

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

Section 1.

That the Mayor be, and hereby is, authorized to execute the Agreement For Technical Assistance For the Revolving Loan Fund, a copy of which is on file in the Office of the Clerk of Council.

Section 2.

That the Mayor is further authorized to execute any and all documents necessary therefore.

Section 3.

That this Resolution be, and hereby is, declared to be an emergency measure, necessary for the immediate preservation of health, safety, and public welfare of the citizens of the City of Wauseon, and shall be in full force and effect from and immediately after its passage.

Passed:

Kathy Huner, Mayor

Scott Stiriz, 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 2022-40

A RESOLUTION AUTHORIZING THE MAYOR TO RENEW AN AGREEMENT WITH SCHONHARDT & ASSOCIATES FOR ACCOUNTING SERVICES NEEDED TO HANDLE THE “GAAP” ACCOUNTING

WHEREAS, the City of Wauseon is required to comply with “GAAP” accounting pursuant to State mandate; and

WHEREAS, the Finance Director has in the past consulted with Schonhardt & Associates for accounting services in order to comply with “GAAP” accounting requirements; and

WHEREAS, those services are necessary and appropriate for the proper administration of the Finance Department;

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

Section 1

The Mayor is hereby authorized to renew the contract with Schonhardt & Associates for accounting services needed to handle the “GAAP” accounting pursuant to State mandate.

Section 2

The Mayor is hereby authorized to execute any and all documents necessary therefore.

Passed:

Kathy Huner, Mayor

Scott Stiriz, President
of Council

Attest:

Korin Miller
Clerk of Council

Approved as to Form:

Thomas A. McWatters III
City Law Director