

Mayor
Kathy Huner

City Council
Shane Chamberlin
Sarah Heising
Steve Schneider
Harold Stickley
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

March 2, 2023

Wauseon City Council
230 Clinton Street
Wauseon, Ohio 43567

RE: Council Meeting of March 6, 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.

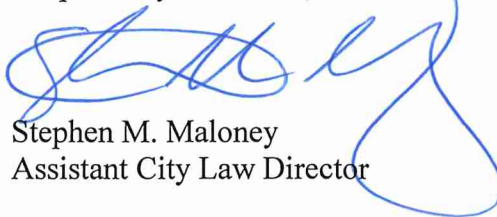
There is no legislation for first reading.

There will be a second reading on Resolution 2023-4 (emergency), which authorizes the Mayor to advertise for bids for street resurfacing and to award a contract to the lowest and best bidder.

There will be a third reading on Resolution 2023-2 (emergency), which authorizes the Mayor to enter into an agreement with the Ohio Department of Transportation for funding for the installation of a hybrid beacon on North Shoop Avenue at the Wabash Cannonball Trail crossing.

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,



Stephen M. Maloney
Assistant City Law Director

SMM: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

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Fire Chief
Phil Kessler

WAUSEON CITY COUNCIL AGENDA

March 6, 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: February 20, 2023
 - Committee of the Whole: March 2, 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. Oaths of Office
8. 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
9. Committee Report
10. First Reading of Legislation or Emergency
11. Second Reading of Legislation or Emergency
 - a) **Resolution 2023-4:** A Resolution Authorizing The Mayor To Advertise For Bids For Street Resurfacing; 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 2023-4 on emergency reading moved by _____ and seconded by _____

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- Vote: __ Yeas __ Nays
- Motion to place Resolution 2023-4 on final reading and the final reading be passed moved by _____ and seconded by _____
- Vote: __ Yeas __ Nays

12. Third Reading of Legislation or Emergency

- a) **Resolution 2023-2:** A Resolution Authorizing The Mayor To Enter Into An LPA Federal Local-let Project Agreement For Installation Of A Pedestrian Hybrid Beacon At The Wabash Cannonball Trail Crossing On North Shoop Avenue; And Declaring An Emergency
- Motion to place Resolution 2023-2 on emergency reading moved by _____ and seconded by _____
 - Vote: __ Yeas __ Nays
 - Motion to place Resolution 2023-2 on final reading and the final reading be passed moved by _____ and seconded by _____
 - Vote: __ Yeas __ Nays

13. New Business

- a) Mayor's annual report – 1st meeting in March
- b) Motion to accept the JAG Grant moved by _____ and seconded by _____
- Vote: ____ Yeas ____ Nays

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

- c) 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 20, 2023**

Council President Stiriz called this meeting of the Wauseon City Council to order at 5:00 p.m. in the Council Chambers. He 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. Mayor Huner was absent on medical leave.

MINUTES

Council President Stiriz asked for a motion to approve the prior meeting minutes. Councilor Stickley moved and seconded by Councilor Heising to approve the minutes as printed.

All in favor: Motion Passed Unanimously

DEPARTMENT REPORTS

Keith Torbet gave a report for his department. He explained to council they had a large water line break on Burr Road. He expressed appreciation for the staff that assisted with the break. Keith Torbet explained the break was big, they were losing about 2,000 gallons of water a minute.

Tom McWatters gave a report for his department. He wanted to update council on the recent Board of Zoning and Appeals meeting. He said it was well attended. Everyone had a chance to present their opinion. The board voted to uphold the city's position.

Scott Stiriz said Keith Torbet and Tom McWatters did a good job at the meeting.

COMMITTEE REPORTS

Councilor Stickley gave a report from the previous Park Board Meeting. He explained the first topic discussed at the Park Board meeting. They discussed the Native Grassland project Laura Kamp is wanting to pursue at Homecoming Park. The committee discussed the concerns they had for the Native Grasslands conflicting with the Wauseon High School Cross Country Team's routes. They concluded that it would not impact the routes.

Sarah Heising brought up the concerns of cross-country spectators at the event. She brought up the point they like to follow the runners and it could possibly be harmful to the Native Grasslands.

Tom McWatters agreed that that is something that will need to be considered when planting the Native Grasslands.

Councilor Stickley brought up the second topic discussed at the Park Board meeting. The baseball fields at Biddle Park. He explained that the committee discussed different options to reseed the baseball diamonds that were tiled last year. Their options are having the public works employees reseed it or hiring an outside business to do the job. The cost of hiring a business is significantly more than the city doing it themselves. The committee is reaching out to the business to see what the lowest cost would be.

Keith Torbet explained that either way they go, it will get taken care of.

Councilor Stickley brought up topic number three that Park Board had discussed. Rotary is working on improving the parks in the City of Wauseon. They will start with North Park. He explained that all the equipment will be removed and replaced. Rotary would like to also place a park near the pavilion at Homecoming Hill.

Keith Torbet said the swing set at North Park will stay. He explained that they are planning on having two different age group play sets.

Councilor Stickley added that Rotary is looking into a rubberized mulch for the parks. He explained that this is a project that Rotary, The City, and Park Board will continue to work on.

Recommendation to allow Laura Kamp to oversee and make decisions regarding the native grasslands project at Homecoming Park moved by moved by Councilor Stickley and seconded by Councilor Heising.

Vote: 6 Yeas 0 Nays Motion Carries

FIRST READING OF LEGISLATION OR EMERGENCY

Ordinance 2023-1: An Ordinance Increasing The Pay Scale For Members Of Council Of The City Of Wauseon; And Declaring An Emergency

Motion to place Ordinance 2023-1 on emergency reading moved by Councilor Tijerina and Seconded by Councilor Schneider.

Vote: 6 Yeas 0 Nays Motion Carries

Motion to place Ordinance 2023-2 on final reading and the final reading be passed moved by Councilor Schneider and seconded by Councilor Chamberlin.

Vote: 6 Yeas 0 Nays Motion Carries

Council members and Law Director McWatters discussed that the legislation did not include the pay scale increase for the Council President. Council members decided to do a verbal amendment with Tom McWatters following up with revised legislation.

Motion to amend Ordinance 2023-1 to increase the pay scale by January 1, 2024 for Council President.

Vote: 6 Yeas 0 Nays Motion Carries

Motion to place the amended Ordinance 2023-1 on emergency final passing moved by Councilor Chamberlin and seconded by Councilor Heising.

Vote: 6 Yeas 0 Nays Motion Carries

Ordinance 2023-2: An Ordinance Increasing The Pay Scale For The Mayor Of The City Of Wauseon; And Declaring An Emergency

Motion to place Ordinance 2023-2 on emergency reading moved by Councilor Heising and Seconded by Councilor Tijerina.

Vote: 6 Yeas 0 Nays Motion Carries

Motion to place Ordinance 2023-2 on final reading and the final reading be passed moved by Councilor Schneider and seconded by Councilor Stickley.

Vote: 6 Yeas 0 Nays Motion Carries

SECOND READING OF LEGISLATION OR EMERGENCY

Resolution 2023-2: A Resolution Authorizing The Mayor To Enter Into An LPA Federal Local-let Project Agreement For Installation Of A Pedestrian Hybrid Beacon At The Wabash Cannonball Trail Crossing On North Shoop Avenue

Motion to place Resolution 2023-2 on second reading moved by Councilor Stickley and Seconded by Councilor Tijerina.

Vote: 6 Yeas 0 Nays Motion Carries

NEW BUSINESS

Councilor Chamberlin wanted to thank Rotary for partnering with the city on rehabbing the local parks.

OLD BUSINESS

Councilor Stickley wanted to mention that the Taste of Wauseon Gala had a great turn out. He shared that it was a sold-out event.

APPROVAL OF BILLS

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

Vote: 6 Yeas 0 Nays Motion Carries

ADJOURNMENT

There being no further business, Councilor Tijerina moved and seconded by Councilor Heising to adjourn this meeting at 5:35 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, March 2, 2023**

Council President Stiriz called this meeting to order at 7:30 a.m. in Council Chambers. Present were Councilors, Stickley, Tijerina, Heising and Chamberlin. Councilor Schneider had an unexcused absence.

DEPARTMENT HEAD REPORTS

Chief Kessler gave a report for his department. He told council Public Works has fixed the drains in the bay area. He also thanked everyone for attending this year's Fireman's Association Dinner.

Chief Chittenden gave a report for his department. He told council there will be two oaths done at the next council meeting. Jordan Furko for Patrol Officer and Michael Oehlers for Sergeant. He explained the motion to accept the JAG Grant that will be on the Council Agenda. It is an equipment grant for new in-car radios.

Keith Torbet gave a report for his department. Phase one and two drawings have been submitted to the state for the resurfacing of Oak Street between Shoop Avenue and Fulton Street. He said the city did receive a grant for that project. He said there will be 3 employees leaving his department. He told Council Rotary has committed \$71,000 to the playground renovation at North Park. He has met with the architect to start the preliminary drawings for the reconstruction of West Chestnut Street. He said everything is ready to go to do the sanitary sewer between Oak Street, Fulton Street, Jefferson Street and Walnut Street.

THERE WILL BE NO LEGISLATION UNDER FIRST READING

THERE WILL BE ONE PIECE OF LEGISLATION UNDER SECOND READING

Resolution 2023-4: A Resolution Authorizing The Mayor To Advertise For Bids For Street Resurfacing; 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

THERE WILL BE ONE PIECE OF LEGISLATION UNDER THIRD READING

Resolution 2023-2: A Resolution Authorizing The Mayor To Enter Into An LPA Federal Local-let Project Agreement For Installation Of A Pedestrian Hybrid Beacon At The Wabash Cannonball Trail Crossing On North Shoop Avenue; And Declaring An Emergency

NEW BUSINESS

Mayor's annual report – 1st meeting in March

Motion to accept the JAG Grant

There being no further business, this meeting adjourned at 7:48 a.m.

Korin Miller, Clerk of Council

Scott Stiriz, Council President

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

RESOLUTION 2023-4

A RESOLUTION AUTHORIZING THE MAYOR TO ADVERTISE FOR BIDS FOR STREET RESURFACING; 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

WHEREAS, the City of Wauseon is desirous of maintaining its street surfaces for public use; and

WHEREAS, certain monies have been properly budgeted and appropriated for this purpose; and

WHEREAS, the Mayor should be authorized to accept the lowest and best bid within the budgetary constraints set for said purpose; and

WHEREAS, the specifications for the street resurfacing are currently on file in the office of the Clerk of Council; 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 because of the pending deadlines for submission of the resolution;

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 advertise for bids pursuant to Ohio Law and the Codified Ordinances of the City of Wauseon, Ohio, for street resurfacing pursuant to the plans and specifications on file in the office of the Clerk of Council.

Section 2.

Upon compliance with the State of Ohio and the Codified Ordinances of the City of Wauseon, the Mayor is hereby authorized to accept the lowest and best bid in the amount budgeted for this purpose.

Section 3.

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

Section 4.

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	_____	_____

RESOLUTION 2023-2

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN LPA FEDERAL LOCAL-LET PROJECT AGREEMENT FOR INSTALLATION OF A PEDESTRIAN HYBRID BEACON AT THE WABASH CANNONBALL TRAIL CROSSING ON NORTH SHOOP AVENUE; AND DECLARING AN EMERGENCY

WHEREAS, the Wabash Cannonball Trail crossing at North Shoop Avenue presents a constant and continuing hazard to pedestrians accessing the Trail and who desire to cross North Shoop Avenue; and

WHEREAS, the City desires to install a hybrid beacon at the crossing to enhance the safety for pedestrians accessing the Trail and who desire to cross North Shoop Avenue; and

WHEREAS, pursuant to an LPA Federal Local-Let Project Agreement (“Agreement”), the Ohio Department of Transportation has agreed to contribute 90% of the funds necessary for installation of the beacon; and

WHEREAS, the City desires to enter into the Agreement to obtain the funding from ODOT for the installation of the beacon; and

WHEREAS, a copy of the Agreement is on file in the office of the Clerk of Council; 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 because of the pending deadlines for submission of the resolution;

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, 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