

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
Phil Kessler

May 12, 2023

Wauseon City Council
230 Clinton Street
Wauseon, Ohio 43567

RE: Council Meeting of May 15, 2023

Dear Council Members:

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

There will be a joint meeting held with the Clinton Township Trustees. A motion will be necessary to appoint Rick Frey to the Union Cemetery Board.

The Mayor will read an EMS Proclamation.

The Tree Committee and Safety & Code Committees will present reports. The Park Board will present a report and recommend that six pickle ball courts be installed at Homecoming Park, and to proceed with the implementation of AED units at Biddle Park.

There is no legislation for first, second, or third reading.

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,

A handwritten signature in blue ink, appearing to be "TAM", written over a horizontal line.

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

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WAUSEON CITY COUNCIL AGENDA
May 15, 2023
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) Councilor Stickley
 - e) Council President Stiriz
 - f) Councilor Tijerina
- Approval of prior meeting minutes:
 - a) Council Meeting: May 1, 2023
 - b) Committee of the Whole: May 11, 2023
 - Motion to approve the prior meeting minutes moved by _____ and seconded by _____.
 - All in favor:
- Annual Joint Meeting between City Council and Clinton Township Trustees
 - Roll Call
 - Motion to reappoint Rick Frey to the Wauseon Union Cemetery for the three year term of January 1, 2024 to January 1, 2027 moved by _____ and seconded by _____
 - Vote: ____ Yeas ____ Nays
 - Motion to adjourn this annual joint meeting moved by _____ and seconded by _____.
 - Vote: _____ Yeas _____ Nays
- EMS Proclamation
- 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
- Committee Reports
 - a) Safety and Code: April 27, 2023, Councilor Tijerina, Chair

b) Tree Commission: May 3, 2023, Council President Stiriz, Chair

c) Park Board: May 9, 2023, Council Stickley, Chair

- Recommendation to move forward with six pickleball courts at Homecoming Park moved by _____ and seconded by _____

- Vote: ____ Yeas ____ Nays

- Recommendation to proceed with the implementation of AED units at Biddle Park moved by _____ and seconded by _____

- Vote: ____ Yeas ____ Nays

- First Reading of Legislation or Emergency

- Second Reading of Legislation or Emergency

- Third Reading of Legislation or Emergency

- New Business

- Old Business

- Approval of the Bills

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

- Vote: ____ Yeas ____ Nays

- Adjournment

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

- All in favor:

Korin Baumgartner
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, May 1, 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, Councilors Schneider, Tijerina, Chamberlin, and Stickley to constitute a quorum for the transaction of city business. Councilor Heising had an excused absence.

MINUTES

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

All in favor: Motion Passed Unanimously

DEPARTMENT REPORTS

Chief Kessler gave a report for his department. He explained that they assisted Ridgeville and Henry County at Four County Career Center for an Active Shooter Drill. He said they have one part time employee that is interested in lateral transferring to a fulltime employee. A Civil Service meeting is scheduled to discuss the transfer.

Councilor Tijerina asked Chief Kessler how many positions were vacant in his department. Chief Kessler said two.

Chief Chittenden gave a report for his department. He told council that Drug Take Back Day was a success, and they were able to give the DEA forty pounds of unwanted and unused prescriptions. He reminded council that they always have their twenty-four hour drop box in their lobby. Chief Chittenden provided a handout for council. The handout was a graph that organized all the types of calls his department had gotten in the months of March and April of 2023.

Keith Torbet, Director of Public Service gave a report for his department. North Park playground is up. His department is doing the final touches to the park. Weather permitting, the city pool will be painted.

Councilor Chamberlin asked if the pool had been prepared for painting. Keith Torbet said a vender was hired to prep the pool, it was cleaned, and power washed for the painter.

Keith Torbet explained to council that there will be an informational meeting after the council meeting regarding the Enterprise Annexation. He said he got an estimate to clean the North Park Statue.

Mayor Huner said the quote for the statue was \$13,000.

Councilor Chamberlin asked how they could find more history about the statue.

Mayor Huner said the Historical Society has information on it.

Jamie Giguere, Finance Director gave a report for her department. She told council the month end reports are finished. She explained that income tax was up 45% from last year. The first payroll with Paylocity was completed last week.

Tom McWatters, Law Director gave a report for his department. He said he will be at the Annexation meeting following the council meeting. He is working with Chief Kessler on Fire Department contract negotiations.

COMMITTEE REPORTS

Council President Stiriz gave a report from the April 20, 2023, Tree Commission Meeting. He said they are getting ready for the Tree City USA Awards Event that will take place on May 9, 2023. He explained that the Arbor Day school event has been rescheduled due to weather. The next Tree Commission meeting will be May 4, 2023.

Councilor Stickley gave a report from the April 20, 2023, Building and Grounds meeting. He explained that Eric Demaline was present at the meeting to present an idea on behalf of the Wauseon Aquatic Club. Through fundraising the club would like to purchase a memorial for Karson Torbet. Eric Demaline had explained to the committee that Karson was involved in the Aquatic club and they would like to honor him by having a memorial for him located at the Wauseon City Pool building.

Recommendation that a memorial be placed in the City's pool building in memory of Karson Torbet moved Councilor Stickley by and seconded by Councilor Tijerina.

Vote: 5 Yeas 0 Nays Motion Carries

THERE WERE NO PIECES OF LEGISLATION

NEW BUSINESS

Mayor Hunor reminded everyone of the Tree City USA Awards Celebration on May 9, 2023.

Councilor Schneider said he has had residents say to him that Omnifiber is doing a good job.

APPROVAL OF BILLS

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

Vote: 5 Yeas 0 Nays Motion Carries

ADJOURNMENT

There being no further business, Councilor Stickley moved and seconded by Council President Stiriz to adjourn this meeting at 5:29 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, May 11, 2023**

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

DEPARTMENT HEAD REPORTS

Chief Chittenden gave a report for the Police Department. He told council that registration for Safety City is now open, registration forms can be picked up at the police department. He also explained that their radio tower was struck by lightning during a storm the past week. Earlier that week they had a second grade field trip tour.

Director Torbet gave a report for his department. The pool has been painted and they are working on getting it filled by next Friday. They will be putting up six pickle ball courts. The estimated total for the pickle ball project will be \$130,000. He said that they requested a finance meeting to discuss cleaning the North Park Statue. He is working with DGL to get the easements done for the North Fulton Street Project.

The committee discussed the upcoming Finance meeting on May 15, 2023.

Council President Stiriz then explained the expected agenda. He said this upcoming council meeting will be the annual joint meeting with Clinton Township. There will be a vote to appoint Rick Frey to the Wauseon Union Cemetery. He then explained Mayor will be reading the EMS Proclamation.

COMMITTEE REPORTS

Council President Stiriz gave a report from the previous Tree Commission meeting on April 28, 2023. He explained that the committee is working hard at planning the Tree City USA Awards event that will be on May 9, 2023.

Council President Stiriz said the Tree City USA Awards event went great with no problems at all. He said there was a great turnout. Nate Aundrea did a great job with his presentation.

Director Torbet said the Clerk of Council, Korin Miller did a great job helping with the event.

Councilor Stickley gave a report from the previous Park Board meeting on May 9, 2023. He said the committee discussed the trails that will go through the Native Grassland area at Homecoming Park. Councilor Stickley also brought an idea to the committee. He would like to see portable bathrooms at the parks that do not have restrooms. The committee will be presenting two recommendations to council.

Recommendation to move forward with six pickleball courts at Homecoming Park.

Recommendation to proceed with the implementation of AED units at Biddle Park.

Councilor Tijerina gave a report from the previous Safety and Code meeting on April 27, 2023. He explained the meeting was about legalizing golf carts to drive on the streets. He said multiple residents were there to address the committee. He explained that they would like to be able to drive their golf carts on the streets. He said the committee agrees that the golf carts should not be allowed on Shoop Avenue.

The department heads and council members gave their opinions. The Safety and Code committee will meet again to discuss the topic, and to proceed with a recommendation.

THERE WILL BE NO LEGISLATION UNDER FIRST SECOND OR THIRD READING

There being no further business, this meeting adjourned at 8:25 a.m.

Korin Miller, Clerk of Council

Scott Stiriz, Council President

EMS Week Proclamation:

To designate the Week of May 21 - 27, 2023, as Emergency Medical Services Week

WHEREAS: emergency medical services is a vital public service; and

WHEREAS: the members of emergency medical services teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

WHEREAS: access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS: emergency medical services has grown to fill a gap by providing important, out of hospital care, including preventative medicine, follow-up care, and access to telemedicine; and

WHEREAS: the emergency medical services system consists of first responders, emergency medical technicians, paramedics, emergency medical dispatchers, firefighters, police officers, educators, administrators, pre-hospital nurses, emergency nurses, emergency physicians, trained members of the public, and other out of hospital medical care providers; and

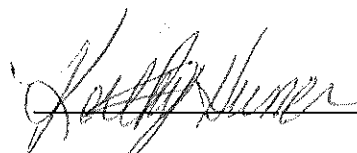
WHEREAS: the members of emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

WHEREAS: it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating Emergency Medical Services Week; now

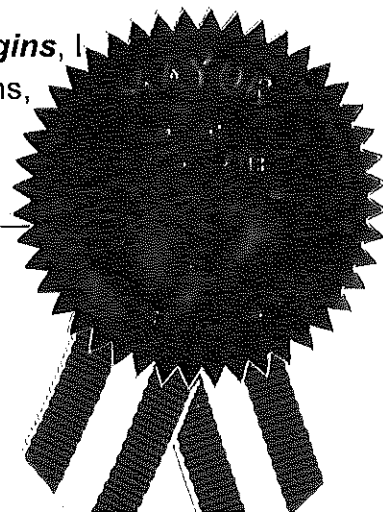
THEREFORE, I Kathy Huner, Mayor of Wauseon, Ohio do recognize the week of May 21 through May 27, 2023, as Emergency Medical Services Week.

EMERGENCY MEDICAL SERVICES WEEK

With the EMS Strong theme, **EMS WEEK: Where Emergency Care Begins**, I encourage the community to observe this week with appropriate programs, ceremonies, and activities.



Kathy Huner, Mayor



**SAFETY & CODE COMMITTEE
COUNCIL CHAMBERS
Thursday, April 27, 2023
5:30 PM**

COMMITTEE MEMBERS: Brandon Tijerina (Chair), Steve Schneider

STAFF: Korin Miller, Tom McWatters, Chief Kessler, Chief Chittenden, Keith Torbet

MATTER: Legalizing golf carts driving on city streets

The committee was addressed by multiple residents about the legalization of golf carts driving on city streets. The residents expressed their opinions on the city changing their laws in favor of allowing golf carts on the streets.

The department heads expressed their opinions on the matter. They brought up safety concerns.

The residents understand these concerns. There was a general agreement that the golf carts should stay clear of Shoop Avenue.

The committee members agreed to take this matter back to the entire council for discussion. The Safety and Code Committee will meet again on the topic to make a decision.

No action was taken.

There being no further business, this Safety & Code Committee meeting adjourned at 6:22 p.m.



**TREE COMMISSION
COUNCIL CHAMBERS
Monday April 3, 2023
8:00 AM**

Present: Kurt Stuckey, Laura Kamp, Rick Frey, Dan Nelson, Scott Stiriz

Other: Mayor Huner, Stephanie Miller

Staff: Korin Miller

Stephanie Miller was present to help the committee plan out the last-minute details of the event. The Tree Commission Committee met to mainly discuss the Annual Tree City USA event that Wauseon will be hosting May 9th, 2023. Korin Miller updated them on the RSVP's that have gotten so far. They discussed the donations they have received so far. Kurt is working on the center pieces. He is collaborating with Kathy Shaw on the project. Kathy Shaw will be promoting her Festival of Tree's event that is happening later in the year. The committee decided that it would be best if Special Grounds brought coffee along with the breakfast, they are catering. The Wauseon 1st and 2nd graders decorated the placemats for the event. All door prizes have been purchased or received from their donators. Laura Kamp will be the MC for the event. The committee will meet on Monday, the day before the event to set up.

The Tree Commission will meet again on May 25, 2023 at 8:00 a.m.

Respectfully submitted,
Korin Miller
Clerk of Council

**PARK BOARD
COUNCIL CHAMBERS
TUESDAY, MAY 9, 2023
7:00 AM**

MEMBERS PRESENT: Larry Zimmerman, Dave Carroll, Russ Pauley, and Brooke Conrad

STAFF: Scott Stiriz, Keith Torbet, Brooke Baumgartner, Harold Stickley, and John Arps

ABSENT: Lisa Vajen

MATTER: Pickle Ball Courts

Keith Torbet shared that they are looking to turn the basketball court at Homecoming Park into pickleball courts. They would like to have six courts running north and south. He shared that it would cost approximately \$40,000 for the asphalt, \$20,000 for the stone, and \$36,000 for the nets and courts. They will also install a fence around the courts. He shared that the base could get done this year, but they are at least a year out for the asphalt. Park Board members discussed possibly having sponsorship opportunities to help cover the cost. All Park Board members agreed that the courts would get used and would be a great use of space at Homecoming Park.

Recommendation to move forward with six pickleball courts at Homecoming Park moved by Dave Carroll and seconded by Larry Zimmerman.

All in Favor: *Motion passed unanimously*

MATTER: Grass Lands at Homecoming Park

Keith Torbet updated Park Board Members about the grasslands in Homecoming Park. He shared the image on the right, which depicts where the grasslands will be and the paths that will go through it. They are moving forward with tilling and seeding.



Matter: New Homecoming Playground

As discussed at previous meetings, Homecoming Park will be getting new playground equipment near the pavilion. A gracious donor has come forward and would like to donate all the equipment. The playground will be 68' x 48' in neutral colors with brown rubber mulch. The park board members discussed the location of the playground and are wanting it on the east side of the pavilion. There will be more discussion on the location and time frame of implementation.

Matter: Monument Cleaning at North Park

Keith Torbet shared they would like to clean the monument at North Park. He received a quote for \$13,000 for this project. He said he will need to bring this to the Finance Committee for approval since it is not in the budget. Scott Stiriz asked if this is for the base and the statue. Keith Torbet said yes. Everyone agreed that this should be done.

Matter: Art Sculptures

Keith Torbet shared that the six art sculptures are up along the Wabash Cannonball trail. The sculptures look great, and it seems like the community likes them.

Matter: North Park Playground

Keith Torbet shared that the North Park Playground equipment is up. Everything is done besides painting the swing set and finishing the borders. Park Board members have heard nothing but good things about the playground. They again thank Rotary for the donation. Harold Stickley said he would like to have a portable bathroom at this park and others. He is going to bring the idea to Council.

Matter: AED units at Biddle Park

Chief Kessler was present to discuss adding AED units at Biddle Park. He shared that these would be implemented for safety purposes. The AED units are in climate-controlled cabinets and would be in numerous places around Biddle Park. They have cameras in them, so when someone opens the box, it will take a snapshot and call 911. These will cost \$1,500 for the box. They will also need to purchase the AED equipment, which costs around \$2-3,000. Chief Kessler said he is going to reach out to the heart radiothon to see if they could assist with the project. The fire department will maintain all units.

Chief Kessler also brought forward the idea that he would like blue light towers along rails to trails for safety purposes. He would like to complete the AED project at Biddle Park, and then start on the blue light towers project along the trail.

Recommendation to proceed with the implementation of AED units at Biddle Park moved by Brook Conrad and seconded by Russ Pauley.

All in Favor: *Motion passed unanimously*

Motion to adjourn this meeting at 7:40 AM moved by Russ Pauley and seconded by Dave Carroll.

All in favor: *Motion passed unanimously*

Respectfully submitted,
Brooke Baumgartner
Administrative Assistant