

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

January 13, 2022

Wauseon City Council
230 Clinton Street
Wauseon, Ohio 43567

RE: Council Meeting of January 17, 2022

Dear Council Members:

At the outset of the meeting, a public hearing will be held on the proposed tax incentive district in Arrowhead Subdivision. Matt Gilroy, Executive Director of the Fulton County Economic Development Council, will be present to answer questions regarding the proposed tax incentive district.

There are no committee reports.

There is no legislation for first or second reading.

There will be a third reading on Ordinance 2021-13, which is the Law Director Ordinance for the period February 1, 2022, through January 31, 2024.

In new business, a motion will be necessary to approve appointments to various boards and committees.

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 blue ink signature of Thomas A. McWatters III, written in a cursive style.

Thomas A. McWatters III
City Law Director

TAM:knp

cc: Kathy Huner, Mayor
Brooke Baumgartner, Clerk of Council
Jamie Giguere, Finance Director
The Blade

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WAUSEON CITY COUNCIL AGENDA
January 4, 2022
5:00 pm

Order of Business

1. Call meeting to order
2. Pledge of Allegiance
3. Moment of Silence
4. Roll Call
 - a) Council President Chamberlin
 - b) Councilor Heising
 - c) Councilor Schneider
 - d) Councilor Stickley
 - e) Councilor Stiriz
 - f) Councilor Tijerina
5. **Public Hearing:** Seneca Drive Tax incentive ordinance
Matt Gilroy will be present to answer any questions
 - a) Motion to open this Public Hearing moved by _____ and seconded by _____.
Vote: ___ Yeas ___ Nays
 - b) Motion to close this Public Hearing moved by _____ and seconded by _____.
Vote: ___ Yeas ___ Nays
6. Approval of prior meeting minutes:
 - a) Council Meeting: January 4, 2022
 - b) Committee of the Whole: January 13, 2022
 - Motion to approve the prior meeting minutes moved by _____ and seconded by _____.
All in favor:
7. Names of Individuals Wishing to Address Council and Topic
8. Department Head Reports
9. Committee Reports
10. First Reading of Legislation or Emergency
11. Second Reading of Legislation or Emergency
12. Third Reading of Legislation or Emergency
 - a) Ordinance 2021-13: An Ordinance Providing for a City Law Director; Assistant Law Directors; and Setting a Rate of Compensation

- Motion to place Ordinance 2021-13 on second reading and the second reading be passed moved by _____ and seconded by _____
Vote: ____ Yeas ____ Nays

13. New Business

- a) Motion to accept the Mayor's appointments to the various boards and commissions moved by _____ and seconded by _____.

Vote: ____ Yeas ____ Nays

- **Zoning Board of appeals** 5 Year Term
Chris Gleckler – 1/1/22 to 12/31/26
- **Park Board** 5 Year Term
Scott Stiriz – Rep – 1/1/22 to 12/31/26
Harold Stickley – Chair – 1/1/22 to 12/31/26
- **Tree Commission** 3 Year Term
Scott Stiriz – 1/1/22 to 12/31/24

14. Old Business

15. 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:

Brooke 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, January 4, 2021**

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

OATH OF OFFICE

Mayor Huner administered the oath of office for newly elected council member, Brandon Tijerina, for the term January 1, 2022, to December 31, 2023. She also administered the oath of office for Harold Stickley, Sarah Heising, and Steve Schneider for the term January 1, 2022, to December 31, 2025.

ROLL CALL

Roll was taken by the Clerk of Council. Present were Council President Chamberlin, Councilors Heising, Schneider, Stickley, Stiriz, and Tijerina to constitute a quorum for the transaction of city business.

ELECT COUNCIL PRESIDENT

Nominations were opened for Council President.

Council President Chamberlin nominated Councilor Stiriz for the position of Council President

Councilor Stickley moved and seconded by Council President Chamberlin to close the nominations.

Vote: 6 Yeas – 0 Nays *Motion Carries*

Council President Chamberlin moved and seconded by Councilor Schneider to nominate Councilor Stiriz as Council President.

Vote: 6 Yeas – 0 Nays *Motion Carries*

Councilor Stiriz Elected as Council President for term January 1, 2022, to December 31, 2023.

Councilor Chamberlin asked for a motion to be excused. Council President Stiriz moved with Councilor Schneider seconding to excuse Councilor Chamberlin.

Councilor Chamberlin exited this meeting at 5:05 p.m.

Vote: 6 Yeas 0 Nays *Motion Carries*

MINUTES

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

All in favor: *Motion Passed Unanimously*

DEPARTMENT HEAD REPORTS

Rick Sluder, Fire Chief: He shared that they have started the new EMS Contract year. Unfortunately, they have not been able to occupy the central station because they are waiting on garage door parts. Councilor Stickley asked if there was a timeline for the parts they are waiting on. Chief Sluder did not have a timeline. Councilor Heising mentioned touring the central station. Mayor Huner shared that they are working on a date to tour all facilities. Chief Sluder also mentioned that they will be holding a civil service exam to fill two job openings.

Kevin Chittenden, Police Chief: He shared that they are going through the process of filling a full-time position. He also said that the holiday's were pretty calm and quiet for the Police Department.

Keith Torbet, Director of Public Service: Keith shared that the new hire, Mike Riegsecker, at public works started today. They are working on taking down the Christmas decorations. They had a couple line breaks over the holiday's that they took care of. He continues to work on making sure the water plant is fully staffed.

Jamie Giguere, Director of Finance: She shared that she is still working on closing out 2021. She said that income tax is at 4.4 million. The income tax is up 16% from 2020 and 3.8% from 2017.

Thomas McWatters, Law Director: He shared that he is working on the TIF documents and legislation. He believes that the proposed schedule will work with having three reads of the TIF Ordinance and the last read passed on emergency. He still plans on scheduling Union Negotiations with a Mediator for the end of the month.

FIRST READING OF LEGISLATION OR EMERGENCY

There was no legislation presented for first reading.

SECOND READING OF LEGISLATION OR EMERGENCY

Ordinance 2021-13: An Ordinance Providing for a City Law Director; Assistant Law Directors; and Setting a Rate of Compensation

Mayor Huner shared that the rates of compensation have not changed from the previous year. Tom McWatters agreed that there were no changes besides adding Kayla Baker to the contract.

Motion to place Ordinance 2021-13 on second reading and the second reading be passed moved by Councilor Stickley and seconded by Council President Stiriz.

Vote: 5 Yeas 0 Nays *Motion Carries*

THIRD READING OF LEGISLATION OR EMERGENCY

Resolution 2021-16: A Resolution Authorizing the Mayor to Issue a Request for Qualifications for an Engineer

Motion to place Resolution 2021-16 on final reading and the final reading be passed moved by Councilor Schneider and seconded by Councilor Heising

Vote: 5 Yeas 0 Nays *Motion Carries*

NEW BUSINESS

Motion to schedule a public hearing on the Seneca Drive tax incentive ordinance for January 17, 2022, at 5:00 p.m. moved by Councilor Heising and seconded by Councilor Stickley.

Vote: 5 Yeas 0 Nays *Motion Carries*

Mayor Huner asked for a motion to approve the following appointments to the various boards and commissions. She added Scott Stiriz to the Pride Wauseon Preservation & Design Review Board.

- **Charter Revision Commission 1 Year Term**

Sarah Heising – 1/1/22 to 12/31/22

Steve Schneider – 1/1/22 to 12/31/22

- **Community Reinvestment Area Housing Council 3 Year Term**

Harold Stickley – 1/1/22 to 12/31/24

- **Civil Service Commission** 6 Year Term

Sandra Barber – 1/1/22 to 12/31/27

- **Maumee Valley Planning Organization** 1 Year Term

Keith Torbet – 1/1/22 to 12/31/22

- **Park Board** 5 Year Term

Russ Pauley – 1/1/22 to 12/31/26

- **Pride Wauseon Preservation & Design Review Board** 3 Year Term

Steve Brown – 1/1/22 to 12/31/24

Kevin Nelson – 1/1/22 to 12/31/24

Scott Stiriz – 1/1/22 to 12/31/24

- **Tree Commission** 3 Year Term

Laura Kamp – 1/1/22 to 12/31/24

Dan Nelson – 1/1/22 to 12/31/24

Kurt Stuckey – 1/1/22 to 12/31/24

Motion to accept the Mayor's appointments to the various boards and commissions moved by Councilor Stickley and seconded by Councilor Tijerina.

Vote: 5 Yeas 0 Nays *Motion Carries*

OLD BUSINESS

Council Members and Mayor shared their condolences to Curt Fauver who recently passed away. They shared that Curt was a previous Council Member and Mayor for the City and shared how much he loved the City of Wauseon. He was a great person and will be missed.

ADJOURNMENT

There being no further business, Mayor Huner asked for a motion to adjourn. Councilor Heising moved and seconded by Councilor Stickley to adjourn this meeting at 5:24 p.m.

Vote: 5 Yeas 0 Nays *Motion Carries*

Brooke Baumgartner, Clerk of Council

Scott Stiriz, President of Council

**WAUSEON CITY COUNCIL
COMMITTEE OF THE WHOLE
THURSDAY, January 13, 2021**

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

Council President Stiriz gave a summary of topics discussed at the Staff meeting. He asked if the Department Heads had anything to add. Chief Chittenden added that they hired a full-time officer, Joseph Kiel, who will be starting Monday, January 17, 2022.

Council President Stiriz shared that there is one piece of legislation for third reading:

Ordinance 2021-13: An Ordinance Providing for a City Law Director; Assistant Law Directors; and Setting a Rate of Compensation

We also discussed that there will be a Public Hearing for the Seneca Drive Tax Incentive Ordinance on January 17, 2022, at 5:00 p.m to discuss tax increment financing. Under new business there will be a motion to accept the mayor's appointments to the following boards and commissions:

- **Zoning Board of appeals** 5 Year Term
Chris Gleckler – 1/1/22 to 12/31/26
- **Park Board** 5 Year Term
Scott Stiriz – Chair – 1/1/22 to 12/31/26
Harold Stickley – Rep – 1/1/22 to 12/31/26
- **Tree Commission** 3 Year Term
Scott Stiriz – 1/1/22 to 12/31/24

There being no further business, this meeting adjourned at 8:05 a.m.

Brooke Baumgartner Clerk of Council

Shane Chamberlin, President of Council

	Yes	No
Emergency		
First Reading	6	0
Second Reading	6	0
Third Reading		
Suspension		

ORDINANCE 2021-13

AN ORDINANCE PROVIDING FOR A CITY LAW DIRECTOR; ASSISTANT LAW DIRECTORS; SETTING A RATE OF COMPENSATION;

WHEREAS, the City Charter provides that the City employ a City Law Director for a two-year term; and

WHEREAS, the two-year term commences February 1, 2022; and

WHEREAS, a City Law Director is necessary for the proper functioning of the City and its offices;

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

Section 1.

That Thomas A. McWatters III shall be employed as the City Law Director. The City Law Director shall be paid a salary of \$1,400.00 per month. PERS shall be paid on this salary amount.

Section 2.

That Kevin Whitlock shall be employed as Assistant City Law Director. The Assistant City Law Director shall be paid a salary of \$600.00 per month. PERS shall be paid on this salary amount.

Section 3.

That Jan Stamm shall serve as uncompensated Assistant City Law Director. He shall not receive direct compensation from the City, but his hours shall be included in the Law Director's billing and compensation, and shall be paid according to the terms of this Ordinance.

Section 4.

That Stephen Maloney shall serve as uncompensated Assistant City Law Director. He shall not receive direct compensation from the City, but his hours shall be included in the Law Director's billing and compensation, and shall be paid according to the terms of this Ordinance.

Section 5.

That Kayla Baker shall serve as uncompensated Assistant City Law Director. She shall not receive direct compensation from the City, but her hours shall be included in the Law Director's billing and compensation, and shall be paid according to the terms of this Ordinance.

Section 6.

The Law Director and Assistant Law Directors shall receive additional compensation at a rate of \$135 per hour for all non-prosecutorial work performed in excess of 15 hours in any month. The Law Director and Assistant Law Directors shall receive \$115 per hour for all prosecutorial work performed on behalf of the City.

Section 7.

That the firm of Barber, Kaper, Stamm, McWatters, Whitlock & Maloney, LLP shall be paid the sum of \$500 per month as and for additional office expenses above and beyond the salaries set forth herein above.

Section 8.

That except as specifically stated herein, the Benefits Ordinance shall not be applicable to the position of City Law Director or Assistant Law Directors.

Section 9.

That the City Law Director is hereby authorized from time to time to appoint substitute City Law Directors to act on the City's behalf when the City Law Director is in a conflict of interest or is otherwise disqualified from serving as City Law Director.

Section 10.

That all additional fees and expenses shall be paid and/or reimbursed from time to time as submitted by the City Law Director and approved by Council.

Section 11.

That the City may from time to time employ other attorneys to represent the City in areas where unique or special qualifications are required.

Section 12.

That it shall be the duty of the City Law Director to act as attorney and counsel for the City, to perform all services required by the Charter of the City of Wauseon, the Ordinances and Resolutions of the City of Wauseon and the laws and constitution of the State of Ohio and the United States of America, to attend Council Meetings when necessary and to render legal opinions to the Council and Mayor upon their request as set forth in the Charter of the City of Wauseon.

Section 13.

That the employment terms set forth hereinabove shall be in effect from February 1, 2022, to January 31, 2024.

Passed:

Kathy Huner, Mayor

Shane Chamberlin, President of Council

Attest: _____
Brooke Baumgartner
Clerk of Council

Approved as to form:

Thomas A. McWatters III
City Law Director