

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

June 3, 2022

Wauseon City Council
230 Clinton Street
Wauseon, Ohio 43567

RE: Council Meeting of June 6, 2022

We are not aware of anyone wishing to address Council.

The Park Board will present a report and recommend that the City proceed with tiling the fourth north fields at Biddle Park.

There will be a first reading on Resolution 2022-14 (emergency), which authorizes the Mayor to enter into the 2022 Maumee Valley East Chip Consortium Partnership Agreement with Henry County, Napoleon, and Fulton County.

There is no legislation for second reading.

There will be a third reading on Resolution 2022-10, which authorizes the Mayor to enter into agreements with seven engineering firms.

In new business, a motion will be necessary to accept the Mayor's appointment of Gina Rossman to the Revolving Loan Fund Committee.

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

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

www.cityofwauseon.com

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WAUSEON CITY COUNCIL AGENDA

June 6, 2022

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:
 - a) Council Meeting: May 16, 2022
 - b) Committee of the Whole: June 1, 2022
 - Motion to approve the prior meeting minutes moved by _____ and seconded by _____.

All in favor:
- 6) Committee Reports
 - a) Park Board
 - Motion to approve the recommendation to tile the four north fields at Biddle Park moved by _____ and seconded by _____
 - Vote: ____ Yeas ____ Nays
- 7) Department Head Reports
 - a) Rick Sluder, 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) First Reading of Legislation or Emergency
 - a) **Resolution 2022-14:** A Resolution Authorizing The Mayor To Enter Into The 2022 Maumee Valley East Chip Consortium Partnership Agreement Between The County Of Henry, City Of Napoleon, County Of Fulton, And City Of Wauseon; And Declaring An Emergency
 - Motion to place Resolution 2022-14 on emergency reading moved by _____ and seconded by _____

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- Vote: ____ Yeas ____ Nays
 - Motion to place Resolution 2022-14 on final reading passed moved by _____ and seconded by _____
 - Vote: ____ Yeas ____ Nays
- 9) Second Reading of Legislation or Emergency
- 10) Third Reading of Legislation or Emergency
- **Resolution 2022-10:** A Resolution Authorizing the Mayor to Enter into Agreements for Engineering Services
 - Motion to place Resolution 2022-10 on third reading moved by _____ and seconded by _____
 - Vote: ____ Yeas ____ Nays
- 11) New Business
- a) Motion to accept the Mayor's appointments to the various boards and commissions moved by _____ and seconded by _____.
- Vote: ____ Yeas ____ Nays
 - **Revolving Loan Fund Committee**
Gina Rossman
- 12) Old Business
- 13) Approval of the Bills
- Motion to approve and pay the bills as presented moved by _____ and seconded by _____.
 - Vote: ____ Yeas ____ Nays
- 14) Adjournment
- 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 16 2022**

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.

ROLL CALL

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

MINUTES

Mayor Huner 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*

ANNUAL CLINTON TOWNSHIP MEETING

Mayor Huner called the annual joint meeting to order between City Council and Clinton Township Trustees. Present were Trustee Hite, Frey, and Neuenschwander, and Council Members Chamberlin, Heising, Schneider, Stickley, and Council President Stiriz.

Motion to reappoint Councilor Chamberlin to the Wauseon Union Cemetery for the three year term of January 2, 2023 to January 1, 2026 moved by Councilor Heising and seconded by Trustee Frey.

Vote: 8 Yeas 0 Nays Motion Carries

Motion to adjourn this annual joint meeting moved by Councilor Schneider and seconded by Trustee Hite.

All in favor: Motion Passed Unanimously

PROCLAMATION

Mayor Huner read the Emergency Medical Services (EMS) Proclamation declaring that the week of May 16-22"d is officially known as EMS week. EMS Week is a time to thank paramedics, EMTs and the entire EMS workforce for their service and sacrifices. It is also an opportunity for EMS to continue to raise public awareness about the critical role of EMS in the community.

TREE COMMISSION REGONITION

Mayor Huner said Wauseon was named a 2021 Tree City USA by the Arbor Day Foundation to honor its commitment to effective urban forest management. Present from the Tree Commission were Rick Frey, Laura Kamp, Kurt Stuckey and Scott Stiriz. Mayor Huner thanked them for all they do for our community.

FIRST READING OF LEGISLATION OR EMERGENCY

Resolution 2022-13: A Resolution Authorizing The Mayor To Enter Into An Agreement With The Ohio Patrolmen's Benevolent Association Command Officers Union And Declaring An Emergency

Motion to place Resolution 2022-13 on emergency reading moved by Councilor Stickley and seconded by Councilor Stiriz

Vote: 5 Yeas 0 Nays Motion Carries

Motion to place Resolution 2022-13 on final reading and the final reading be passed moved by Councilor Schneider and seconded by Councilor Chamberlin

Vote: 5 Yeas 0 Nays Motion Carries

SECOND READING OF LEGISLATION OR EMERGENCY

Resolution 2022-10: A Resolution Authorizing the Mayor to Enter into Agreements for Engineering Services

Motion to place Resolution 2022-10 on second reading moved by Councilor Chamberlin and seconded by Councilor Heising

Vote: 5 Yeas 0 Nays Motion Carries

THIRD READING OF LEGISLATION OR EMERGENCY

Resolution 2022-6: A Resolution Authorizing the Mayor to Enter into an Agreement with FellerFinch & Associates, Inc. for Engineering Services

Motion to place Resolution 2022-6 on final reading and the final reading be passed moved by Councilor Heising and seconded by Councilor Stickley

Vote: 5 Yeas 0 Nays Motion Carries

Resolution 2022-7: A Resolution Authorizing the Mayor to Enter into an Agreement with Peterman Associates, Inc. for Engineering Services

Motion to place Resolution 2022-7 on final reading and the final reading be passed moved by Councilor Chamberlin and seconded by Councilor Schneider

Vote: 5 Yeas 0 Nays Motion Carries

Resolution 2022-8: A Resolution Authorizing the Mayor to Enter into an Agreement with DGL Consulting Engineers, LLC. for Engineering Services

Motion to place Resolution 2022-8 on final reading and the final reading be passed moved by Councilor Stickley and seconded by Council President Stiriz

Vote: 5 Yeas 0 Nays Motion Carries

Resolution 2022-9: A Resolution Authorizing the Mayor to Enter into an Agreement with Poggemeyer Design Group. for Engineering Services

Motion to place Resolution 2022-9 on final reading and final reading be passed moved by Councilor Schneider and seconded by Councilor Heising

Vote: 5 Yeas 0 Nays Motion Carries

NEW BUSINESS

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

Vote: 5 Yeas 0 Nays Motion Carries

Park Board: 5 Year Term
Brook Conrad- 5/13/2022 to 5/13/27

Community Reinvestment Area Housing Council: 3 Year Term
Adam Chambers- 5/16/2022 to 5/16/2025

APPROVAL OF THE 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 Councilor Heising to adjourn this meeting at 5:21 p.m.

All in favor: *Motion Passed Unanimously*

Adrienne Baumgartner, Clerk of Council

Scott Stiriz, President of Council

**WAUSEON CITY COUNCIL
COMMITTEE OF THE WHOLE
THURSDAY, June 2, 2022**

Councilor President Stiriz called this meeting to order at 7:30 a.m. in Council Chambers. Present were Councilors, Schneider, Stickley, Chamberlin and Heising. Also present was Police Chief Chittenden, Director of Public Service Keith Torbet, and Fire Department Chief Sluder. Councilor Tijerina had an excused absence.

Council President Stiriz gave a summary of topics discussed at the previous Staff meeting.

Councilor Stickley gave a summary of the previous Park Board Meeting. There will be a motion to approve the recommendation to tile the four north fields at Biddle presented at the next council meeting.

There was discussion on the one piece of Legislation under first reading.

Resolution 2022-14: A Resolution Authorizing The Mayor To Enter Into The 2022 Maumee Valley East Chip Consortium Partnership Agreement Between The County Of Henry, City Of Napoleon, County Of Fulton, And City Of Wauseon; And Declaring An Emergency

Council President Stiriz said there was one piece of Legislation under third reading.

Resolution 2022-10: A Resolution Authorizing the Mayor to Enter into Agreements for Engineering Services

Under New Business there was discussion to add Gina Rossman to the Revolving Loan Fund Committee.

There being no further business, this meeting adjourned at 8:11 a.m.

Korin Baumgartner, Clerk of Council

Scott Stiriz, Council President

**PARK BOARD COMMITTEE
COUNCIL CHAMBERS
TUESDAY, May 17, 2022
7:00 AM**

MEMBERS PRESENT: Larry Zimmerman, Dave Carroll, Russ Pauley, Brook Conrad, and Harold Stickley

MEMBERS ABSENT: Scott Stiriz

STAFF: John Arps, Keith Torbet, Hugo Barajas, and Brooke Baumgartner

GUESTS: Joe Howard

MATTER: Biddle Park Drainage

Park Board members were present to further discuss the drainage issues at Biddle Park. There was a recap of last week's informational meeting. Larry Zimmerman shared that Park Board discussed the drainage issues affecting the fields at Biddle Park. After it rains, the fields flood, leading to games and tournaments getting canceled. Park Board members agreed that tiling the ball fields would help alleviate this situation.

Joe Howard was present because he currently does tile work. He shared that most ballparks tile every twenty-five (25) feet and place them two (2) feet under the ground. He believes tiling this way would solve the flooding problems at Biddle Park. Park Board has confidence that this project would cost \$10,000 or less depending on the price of materials. Larry Zimmerman will present the financials to the Wauseon Rotary Club and get back to Park Board regarding how much they are willing to cover.

There was a discussion about a stormwater study to determine what the Biddle Park Fields would need. Park Board was not interested in a stormwater study because they believe the cost is too expensive and would take too much time. Park Board also discussed the irrigation system. Keith Torbet shared that there would be damage done to it by tiling the out fields but that any necessary repairs could be done to fix the system. They also discussed the laser leveling that is scheduled to happen soon. Hugo Barajas said he will look into getting this postponed until after the tiling work.

Larry Zimmerman made a recommendation with Dave Carroll seconding to tile the four (4) north fields at Biddle Park.

Vote: 4 Yeas 0 Nays *Motion Carries*

Brook Conrad made a motion with Dave Carroll seconding to adjourn this meeting at 7:48 am.
Motion passed unanimously

Respectfully submitted,
Brooke Baumgartner
Administrative Assistant

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

RESOLUTION 2022-14

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO THE 2022 MAUMEE VALLEY EAST CHIP CONSORTIUM PARTNERSHIP AGREEMENT BETWEEN THE COUNTY OF HENRY, CITY OF NAPOLEON, COUNTY OF FULTON, AND CITY OF WAUSEON; AND DECLARING AN EMERGENCY

WHEREAS, it is more and more difficult for low and moderate-income citizens in the City of Wauseon to afford safe and decent housing; and

WHEREAS, the State of Ohio, Ohio Development Services Agency (ODSA) provides financial assistance to local governments under its Program Year 2020 Community Housing Impact & Preservation (CHIP) program for the purpose of addressing local housing needs; and

WHEREAS, in 2014, the City of Wauseon entered into The Maumee Valley East CHIP Consortium (MVECC) 2014 Partnership Agreement (“2014 Agreement”) with the County of Henry, the City of Napoleon, and the County of Fulton, to participate in the CHIP program; and

WHEREAS, the City desires to enter into the Maumee Valley East CHIP Consortium (MVECC) Partnership Agreement Between the County of Henry and the City of Napoleon and the County of Fulton and the City of Wauseon (“2022 Agreement”), which adopts and affirms the terms of the 2014 Agreement and amendments thereto, so that the City of Wauseon may participate in the 2022 CHIP program; and

WHEREAS, a copy of the 2022 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 in order that the application for the CHIP grant can be completed and transmitted by the June deadline.

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

Section 1.

That the Mayor is hereby authorized to enter into the 2022 Agreement, a copy of which is on file in the office of the Clerk of Council, in order that the City may participate as a partner with the County of Henry, the City of Napoleon, and the County of Fulton, in the 2022 CHIP program.

Section 2.

That the Mayor is authorized to execute any and all documents necessary to carry out the intent of this resolution.

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 –10

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AGREEMENTS FOR ENGINEERING SERVICES

WHEREAS, the City of Wauseon has previously issued a request for statement of qualifications pursuant to R.C. 153.66 et. seq.; and

WHEREAS, the City has reviewed the statement of qualifications and evaluated the statement of qualifications provided to the City by various engineering firms; and

WHEREAS, the following companies have been found to be a professional design and engineering service firm that is highly qualified (“Engineering Firms”):

1. TTL Associates, Inc.
2. Shoaf Consulting
3. Bowser Morner
4. Jones & Henry Engineers, Ltd.
5. Dmytryka Jacobs Engineers, Inc.
6. Dixon Engineering
7. Arcadis Engineering

WHEREAS, each of the Engineering Firms has supplied an Agreement for Professional Services for the City of Wauseon.

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

Section 1.

That the Mayor is hereby authorized to enter into an Agreement for Professional Services with each of the Engineering Firms pursuant to the proposals on file in the office of Clerk of Council.

Section 2.

That the Mayor is authorized to execute any and all documents necessary to carry out the intent of this resolution.

Passed:

Kathy Huner, Mayor

Scott Stiriz
President of Council

Attest:

Korin Baumgartner
Clerk of Council

Approved as to Form:

Thomas A. McWatters III
City Law Director