

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

August 11, 2022

Wauseon City Council
230 Clinton Street
Wauseon, Ohio 43567

RE: Council Meeting of August 15, 2022

Dear Council Members:

We are not aware of anyone wishing to address Council.

The Park Board will present a report and recommend that the City accept donated art sculptures to be placed along the bike trail pending design approval by the Board.

There is no legislation for first reading.

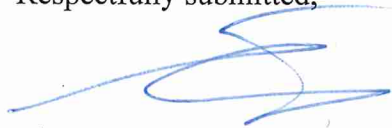
There will be a second reading on Resolution 2022-18, which adopts the conversion of the City's handbook into the Lexipol format and authorizes periodic updates to the handbook by Lexipol.

There will be a third reading on Ordinance 2022-4 (emergency), which modifies the Codified Ordinances to increase the sewer rates for the years 2022 (effective September 1, 2022), 2023, and 2024. There will also be a third reading of Ordinance 2022-5, which modifies the Codified Ordinances to increase the water rates for the years 2022 (effective September 1, 2022), 2023, and 2024.

In new business, a motion will be necessary to schedule the annual Trick or Treat for Monday, October 31, 2022.

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

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Rick Sluder

WAUSEON CITY COUNCIL AGENDA
August 15, 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: July 18, 2022
 - b) Committee of the Whole: July 28, 2022
 - Motion to approve the prior meeting minutes moved by _____ and seconded by _____.

All in favor:
6. 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
7. Committee Reports
 - a) Park Board: August 9, 2022
 - Recommendation that the City accept donated art sculptures to be placed along the bike trail pending design approval by the Board moved by _____ and seconded by _____.
 - Vote: ____ Yeas ____ Nays
8. First Reading of Legislation or Emergency
9. Second Reading of Legislation or Emergency
 - a) **Resolution 2022-18:** A Resolution Adopting The City Of Wauseon Local Government Manual
 - Motion to place Resolution 2022-18 on second reading moved by _____ and

seconded by _____

- Vote: ____ Yeas ____ Nays

10. Third Reading of Legislation or Emergency

- a) **Ordinance 2022-4:** An Ordinance Modifying the Rate Schedule for Sewer Rates for the City of Wauseon; and Declaring an Emergency

- Motion to place Ordinance 2022-4 on emergency reading moved by _____ and seconded by _____
- Vote: ____ Yeas ____ Nays
- Motion to place Ordinance 2022-4 on final reading and the final reading be passed moved by _____ and seconded by _____
- Vote: ____ Yeas ____ Nays

- b) **Ordinance 2022-5:** An Ordinance Modifying the Rate Schedule for Water Rates for the City of Wauseon; and Declaring an Emergency

- Motion to place Ordinance 2022-5 on emergency reading moved by _____ and seconded by _____
- Vote: ____ Yeas ____ Nays
- Motion to place Ordinance 2022-5 on final reading and the final reading be passed moved by _____ and seconded by _____
- Vote: ____ Yeas ____ Nays

11. New Business

- a) Motion to schedule Trick or Treat for Monday, October 31, 2022, from 6-7:30 p.m. moved by _____ and seconded by _____.

- Vote: ____ Yeas ____ Nays

12. Approval of the Bills

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

- Vote: ____ Yeas ____ Nays

13. Adjournment

- a) 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, August 1, 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 Chamberlin, Schneider, Stickley, Heising and Tijerina to constitute a quorum for the transaction of city business.

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*

DEPARTMENT HEAD REPORTS

Rick Sluder, Fire Chief said this year's homecoming went well. Councilor Stickley thanked the Fire Department for their service over homecoming weekend.

Kevin Chittenden, Police Chief also said homecoming went good this year. The Police Department did receive an increase in calls over the homecoming weekend, mostly juvenile related. He also said their first Durango is completed. The second car should be completed in September or October. Councilor Tijerina thanked Chief Chittenden for the work the Police Department did over homecoming weekend.

Keith Torbet, Director of Public Service said the water and sanitary sewer lines are done for the Brunell Street project. The storm sewer line should be finished this week. After that, they will test the water line and replace the subbase, then the curbs and sidewalks will go in. If no issues arise the project should be completed within the next three to four weeks other than landscaping and a few minor things. Keith said he is working with Haas Door on their water line extension with their new expansion. He said they are ordering the parts so the water line can be put in sometime within the next year. He said pipes and other items are still on a six to eight month back order. Keith said he has had a request for Streets Committee to change the parking on Clover Lane. He is working on a survey to send out to residents so he can know what they would like to see with the parking. He hopes to get the survey results back at the end of August. Councilor Tijerina asked about the McDonald's rebuild, Keith said part of the easement will be voted on today and there will be another part down the road. Councilor Tijerina also asked Keith about updates on Biddle Park. Keith said they will be doing the tiling on the four north fields this fall, then the south fields most likely next year.

Jamie Giguere, Director of Finance said income tax revenue is up 14.65% from last year. She said the auditors have been in contact with her and they plan on starting this month.

Tom McWatters, Law Director gave a report. He said he's been working on the McDonalds project along with Keith.

COMMITTEE REPORTS

There are no committee reports.

FIRST READING OF LEGISLATION OR EMERGENCY

Resolution 2022-16: A Resolution Authorizing The Public Services Director To Advertise For Bids For The Refuse Franchise; And Declaring An Emergency

Motion to place Resolution 2022-16 on emergency reading moved by Councilor Tijerina and seconded by Council President Stiriz.

Vote: 6 Yeas 0 Nays *Motion Carries*

Motion to place Resolution 2022-16 on final reading and the final reading be passed moved by Councilor Heising and seconded by Councilor Tijerina.

Vote: 6 Yeas 0 Nays *Motion Carries*

Resolution 2022-17: A Resolution Authorizing The Mayor To Enter Into A Sanitary Sewer Easement Agreement With McDonald's Real Estate Company And LP Properties 4124, LLC; And Declaring An Emergency

Motion to place Resolution 2022-17 on emergency reading moved by Councilor Stickley and seconded by Council President Stiriz.

Vote: 6 Yeas 0 Nays *Motion Carries*

Motion to place Resolution 2022-17 on final reading and the final reading be passed moved by Councilor Stickley and seconded by Council President Stiriz.

Vote: 6 Yeas 0 Nays *Motion Carries*

Resolution 2022-18: A Resolution Adopting The City Of Wauseon Local Government Manual

Motion to place Resolution 2022-18 on first reading moved by Councilor Schneider and seconded by Council President Stiriz.

Vote: 6 Yeas 0 Nays *Motion Carries*

SECOND READING OF LEGISLATION OR EMERGENCY

Ordinance 2022-4: An Ordinance Modifying the Rate Schedule for Sewer Rates for the City of Wauseon

Motion to place Ordinance 2022-4 on first reading moved by Councilor Stickley and seconded by Councilor Chamberlin.

Vote: 5 Yeas 1 Nays *Motion Carries*

Ordinance 2022-5: An Ordinance Modifying the Rate Schedule for Water Rates for the City of Wauseon

Motion to place Ordinance 2022-5 on first reading moved by Councilor Stickley and seconded by Councilor Heising.

Vote: 5 Yeas 1 Nays *Motion Carries*

NEW BUSINESS

Mayor Huner said Homecoming went well, she said there were about 88 participants in the parade. The Homecoming Committee did a great job. The Wauseon Chamber of Commerce movie night at Reigard Park on July 21, 2022, was a huge success. Tiny's dairy Barn donated ice cream and Farmers and Merchants Bank donated popcorn.

EXECUTIVE SESSION

Motion to enter into Executive Session to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official moved by Councilor Tijerina and seconded by Council President Stiriz.

Vote: 6 Yeas 0 Nays *Motion Carries*

Council exited out of Executive Session at 5:40 p.m.

Motion to accept Fire Chief Rick Sluder's resignation effective September 11, 2022, and approve the Mayor's appointment of Phil Kessler as Fire Chief effective September 12, 2022 moved by Councilor Heising and seconded by Councilor Tijerina.

Vote: 6 Yeas 0 Nays *Motion Carries*

APPROVAL OF THE BILLS

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

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 5:45 p.m.

All in favor: *Motion Passed Unanimously*

Adrienne Miller, Clerk of Council

Scott Stiriz, President of Council

**WAUSEON CITY COUNCIL
COMMITTEE OF THE WHOLE
THURSDAY, AUGUST 11, 2022**

Councilor President Stiriz called this meeting to order at 7:30 a.m. in Council Chambers. Present were Councilors, Schneider, Stickley, Tijerina, and Heising. Also present was Law Director Tom McWatters and Finance Director Jamie Giguere.

Council President Stiriz gave a summary of the previous staff meeting. He also gave a brief report from the previous Park Board meeting. There will be a recommendation at the next council meeting on behalf of the Park Board Committee

Recommendation that the City accept donated art sculptures to be placed along the bike trail pending design approval by the Board.

Law Director, Tom McWatters was present at the Committee of the Whole meeting to discuss the prior Finance Meeting that took place on August 1, 2022. He stated that since there was not a public notice posted 24 hours prior to the meeting that the meeting will be voided. He also stated that in any special meeting the reason for the meeting needs to be on the public notice and on the agenda. Because of the voided meeting, there will be a new Finance Meeting on August 15, 2022.

There are no pieces of legislation under first reading.

There is one pieces of legislation under second reading.

Resolution 2022-18: A Resolution Adopting The City Of Wauseon Local Government Manual

There are two pieces of legislation under third reading.

Ordinance 2022-4: An Ordinance Modifying the Rate Schedule for Sewer Rates for the City of Wauseon; and Declaring an Emergency

Ordinance 2022-4: An Ordinance Modifying the Rate Schedule for Water Rates for the City of Wauseon; and Declaring an Emergency

Under New Business there will be a motion to set the Trick or Treat time for October 31, 2022, starting at 6 p.m. and ending at 7:30 p.m.

There will also be a Finance Meeting on August 15, 2022, at 4:30 p.m. regarding a Budget Amendment and Merit Pay.

There will be a Special Council Meeting on August 16, 2022, at 5:30 p.m.

There being no further business, this meeting adjourned at 8:26 a.m.

Korin Miller, Clerk of Council

Scott Stiriz, Council President

PARK BOARD COMMITTEE
COUNCIL CHAMBERS
TUESDAY, August 9, 2022
7:00 AM

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

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

MATTER: Updates

Keith Torbet shared that Joe Howard will start tiling the fields at Biddle Park beginning next week. Keith Torbet verified that the City's insurance plan would cover him because he is a volunteer, but Worker's Compensation will not.

Keith Torbet shared that Tom Manges raised approximately \$4,000 for the tee pads at the disc golf course at Reighard Park. The City will begin work while funds continue to be raised.

Keith Torbet shared that the pickleball courts at Homecoming Park are being utilized consistently.

MATTER: Art Sculptures in Park

Richard Allen Studios and Paul Zumfelde would like to donate art sculptures to the City of Wauseon to be placed along the bike trail. The City would like to move forward with the idea, so Paul Zumfelde and Richard Allen Studios can begin working on the details regarding which sculptures and type of designs. Park Board Members do not want any sharp edges on the sculptures due to the potential dangers. Park Board members would like to see the sculpture ideas before they are placed at the park.

Recommendation that the City accept donated art sculptures to be placed along the bike trail pending design approval moved by Larry Zimmerman and seconded by Dave Carroll.

Vote: 4 Yeas 0 Nays *Motion Carries*

Motion to adjourn this meeting at 7:20 AM moved by Brook Conrad and seconded by Larry Zimmerman

Motion passed unanimously

Respectfully submitted,
Brooke Baumgartner
Administrative Assistant

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

RESOLUTION 2022-18

A RESOLUTION ADOPTING THE CITY OF WAUSEON LOCAL GOVERNMENT MANUAL

WHEREAS, in December 2019 City Council approved certain updates to the City of Wauseon’s Employee Handbook; and

WHEREAS, the revised Handbook was titled “The City of Wauseon, Ohio Personnel Policy and Procedure Manual” (“Procedural Manual”); and

WHEREAS, the Procedural Manual has been reformatted to the standards of Lexipol, LLC, which, through a subscription service, will provide updates based on changes to federal and state law; and

WHEREAS, the reformatted Procedural Manual is now titled “City of Wauseon Local Government Manual”; and

WHEREAS, the City desires to adopt the City of Wauseon Local Government Manual; and

WHEREAS, the City desires that the City of Wauseon Local Government Manual be updated by Lexipol, LLC from time to time without Council approval; and

WHEREAS, a copy of the City of Wauseon Local Government Manual is on file in the office of the Clerk of Council;

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

Section 1

The Wauseon City Council hereby adopts the City of Wauseon Local Government Manual.

Section 2

The City of Wauseon Local Government Manual shall be revised from time to time based on recommended revisions by Lexipol, LLC without the need for further action by Council.

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	_____	_____

ORDINANCE 2022-4

AN ORDINANCE MODIFYING THE RATE SCHEDULE FOR SEWER RATES FOR THE CITY OF WAUSEON; AND DECLARING AN EMERGENCY

WHEREAS, the City of Wauseon has undertaken an analysis to determine the appropriate sewer fees necessary to ensure that the water fund remains solvent; and

WHEREAS, Council has determined that it is necessary to raise the sewer rate 11% effective September 1, 2022, 9% for 2023, and 7.5% for 2024, to ensure that the sewer fund remains solvent; and

WHEREAS, this Ordinance should be declared an emergency measure necessary for the immediate preservation of the health, safety, and public welfare of the City because it is necessary that the new rates go into effect September 1, 2022;

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

Section 1.

That Section 929, Exhibit B, be amended to provide as follows for sewer service and commodity charges:

EXHIBIT B

	Beginning 09/01/2022	Beginning 01/01/2023	Beginning 01/01/2024
<u>Service Charge</u> (\$/mo./customer)	\$21.08	\$22.98	\$24.70
<u>Commodity Charge</u> (\$/100 c.f.)	2.46	2.68	2.88

Section 2.

That all other ordinances in conflict herewith are hereby repealed.

Section 3.

That this Ordinance 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	_____	_____

ORDINANCE 2022- 5

AN ORDINANCE MODIFYING THE RATE SCHEDULE FOR WATER RATES FOR THE CITY OF WAUSEON; AND DECLARING AN EMERGENCY

WHEREAS, the City of Wauseon has undertaken an analysis to determine the appropriate water fees necessary to ensure that the water fund remains solvent; and

WHEREAS, Council has determined that it is necessary to raise the base water rate 5% effective September 1, 2022, 5% for 2023, and 4% for 2024 to ensure that the water fund remains solvent; and

WHEREAS, this Ordinance should be declared an emergency measure necessary for the immediate preservation of the health, safety, and public welfare of the City because it is necessary that the new rates go into effect September 1, 2022;

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

Section 1.

That sections 933.02(a) of the Codified Ordinances of the City of Wauseon shall be amended to read as follows.

933.02 RATE SCHEDULE.

(a) The following shall be the water rates charged by the Municipality for water services per billing period as recorded by each water meter in use on the premises. In the event of one or more meters on the premises, each meter shall be billed separately:

(1) The effective water rates shall be

	Beginning 09/01/2022	Beginning 01/01/2023	Beginning 01/01/2024
Residential Accounts	Rate per 100 cubic feet	Rate per 100 cubic feet	Rate per 100 cubic feet
First 7.00 hundred cubic feet	\$6.87	\$7.21	\$7.50
Over 7.00 hundred cubic feet	\$4.56	\$4.79	\$4.98
Minimum charge per billing	\$7.91	\$8.31	\$8.64

Commercial Accounts	Rate per 100 cubic feet	Rate per 100 cubic feet	Rate per 100 cubic feet
First 20 hundred cubic feet	\$6.87	\$7.21	\$7.50
Over 20 hundred cubic feet	\$4.56	\$4.79	\$4.98
Minimum charge per billing	\$22.99	\$24.14	\$25.10

(2)Beginning September 1, 2022, residential and commercial accounts inside the City limits whose usage exceeds 100,000 cubic feet per billing period shall pay at the rate of \$24.35 per 1000 cubic feet of water.

Beginning January 1, 2023, residential and commercial accounts inside the City limits whose usage exceeds 100,000 cubic feet per billing period shall pay at the rate of \$25.57 per 1000 cubic feet of water.

Beginning January 1, 2024, residential and commercial accounts inside the City limits whose usage exceeds 100,000 cubic feet per billing period shall pay at the rate of \$26.59 per 1000 cubic feet of water.

(3)Beginning September 1, 2022, residential and commercial accounts outside the City limits whose usage exceeds 120,000 cubic feet per billing period shall pay at the rate of \$24.35 per 1000 cubic feet of water.

Beginning January 1, 2023, residential and commercial accounts outside the City limits whose usage exceeds 100,000 cubic feet per billing period shall pay at the rate of \$25.57 per 1000 cubic feet of water.

Beginning January 1, 2024, residential and commercial accounts outside the City limits whose usage exceeds 100,000 cubic feet per billing period shall pay at the rate of \$26.59 per 1000 cubic feet of water.

Section 2.

That all other ordinances in conflict herewith are hereby repealed.

Section 3.

That this Ordinance 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