

Mayor
Kathy Huner

City Council
Shane Chamberlin
Sarah Heising
Steve Schneider
Jeremy Simon
Brandon Tijerina



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
Chief Kessler

Wauseon City Council Agenda
June 2, 2025
5:00 PM

Order of Business

1. Call Meeting to Order
2. Pledge of Allegiance
3. Moment of Silence
4. Roll Call
5. Approval of Prior Meeting Minutes:
 - a) Council Meeting:
 - i. Council Minutes: May 19, 2025
 - b) Committee of the Whole:
 - i. Committee of the Whole: May 29, 2025
6. Individuals Wishing to Address Council
 - a) John Myles: Historical Society
7. Committee Reports
 - a) Building and Grounds: May 19, 2025
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. First Reading of Legislation or Emergency
10. Second Reading of Legislation or Emergency
11. Third Reading of Legislation or Emergency
12. New Business
13. Old Business
14. Approval of the Bills
15. Adjournment

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.



Item: 5.a.i.

ITEM REPORT

To: City Council

From:

Meeting Date: June 2, 2025

Department/Office: Admin

Item Name: Council Minutes: May 19, 2025

Summary:

Recommended Action:

Budget:

Attachments:

1. 5 19 2025 Council Minutes

**WAUSEON CITY COUNCIL
COUNCIL MEETING
Monday, May 19, 2025**

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 Chamberlin and Councilors Schneider, Simon, Tijerina, Galbraith, and Heising, to constitute a quorum for the transaction of city business.

MINUTES

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

All in favor: Motion Passed Unanimously

ANNUAL JOINT MEETING BETWEEN CITY COUNCIL AND CLNTON TOWNSHIP TRUSTEES

Present were Council President Chamberlin and Councilors Galbraith, Heising, Simon, Tijerina, Schneider, and Trustees Hite, and Frey.

Motion to reappoint Council President Chamberlin and Trustee Frey to the Wauseon Union Cemetery Board moved by Trustee Hite and seconded by Councilor Tijerina.

Vote: 8 Yeas 0 Nays

Motion to adjourn the annual joint meeting moved by Trustee Hite and seconded by Council President Chamberlin.

Vote: 8 Yeas and 0 Nays

INDIVIDUALS ADDRESSING COUNCIL

Karen Pennington from the Fulton County Health Department addressed the council to provide an update on efforts to reduce tobacco use among minors, supported by a grant initiative. This marked the first update on the topic in two years.

Ms. Pennington reported that the Health Department recently completed compliance checks in collaboration with local law enforcement. Underage individuals, accompanied by law enforcement, attempted to purchase tobacco products in communities throughout Fulton County. She was pleased to report that no sales to minors occurred in Wauseon or anywhere in the county—an unprecedented outcome in the history of the program.

In addition to compliance checks, the department conducts audits of tobacco retailers to assess product placement and advertising strategies. Findings revealed that 29% of tobacco products were displayed at youth eye level, a concern due to the potential for increased appeal among minors. Furthermore, 76% of retailers were found to sell tobacco products for less than \$1.00, which may increase accessibility for underage individuals. The audits also showed that 66% of stores carry e-cigarette products.

Over the past year, the department completed a Youth Status Report, which indicated a promising decline in youth vaping, with usage and purchasing rates among minors dropping to 1–2%.

The Council and Mayor expressed their appreciation to Ms. Pennington for her presentation and continued efforts.

Billy Meyer, a local resident, addressed the City Council regarding the recently enacted Slow-Moving Vehicle Ordinance. Mr. Meyer referred to an article in the Northwest Signal, which stated that an inspection fee of \$10 would be required before March 1st, with the fee increasing to \$50 thereafter. He expressed opposition to the requirement for annual inspections, suggesting that the police department could monitor safety or maintenance concerns of slow-moving vehicles similarly to traditional motor vehicles. Mr. Meyer also recalled a discussion with the Safety and Code Committee in October 2024, where he believed it was indicated there would be no inspection fee. He requested clarification on the rationale behind the current \$10 fee.

Councilor Tijerina, Chair of the Safety and Code Committee, responded that while the possibility of eliminating the fee was considered, discussions with the Police Chief highlighted the time and personnel required to conduct inspections. As a result, a nominal \$10 fee was established to offset those resource demands.

Mr. Meyer then inquired about the city's approach to addressing traditional vehicles that have faulty or missing safety equipment. In response, Councilor Simon explained that such matters fall under the jurisdiction of the Ohio Revised Code, whereas the regulation of slow-moving vehicles is a relatively recent development.

Mr. Meyer questioned why different types of vehicles are regulated differently. Councilor Tijerina clarified that vehicle laws are primarily set at the state level, and that the city's ordinance pertains solely to slow-moving vehicles within municipal boundaries. Councilor Simon added that, under state law, slow-moving vehicles are not permitted on roads with speed limits exceeding 35 mph, including county roads.

Mr. Meyer challenged this point, stating that his Gator can reach speeds of 50 mph and questioned where in the ordinance it explicitly prohibits such vehicles from operating on 35 mph roads. Councilors Tijerina and Simon reiterated that these limitations are established under state law, not local ordinance.

Mr. Meyer continued to voice frustration with the inspection requirement and associated fee. Council President Chamberlin emphasized that safety was a key consideration in the passage of the ordinance. He explained that the annual inspection process offers reassurance that slow-moving vehicles meet safety standards. Mayor Huner echoed this sentiment, underscoring that public safety is the city's highest priority and explaining that the inspection process justifies the minimal fee.

Councilor Heising thanked Mr. Meyer for adhering to the rules and acknowledged that she, too, had experienced confusion over the distinctions between various slow-moving vehicles, such as Gators and golf carts. Councilor Tijerina clarified that, under current legislation, all such vehicles are treated equally.

Mr. Meyer expressed dissatisfaction with how he perceives a difference in the treatment of his vehicle compared to traditional vehicles and stated his disappointment with the council. Council President Chamberlin suggested that the city could consider sending out annual inspection reminders to assist residents in staying compliant.

In closing, Mr. Meyer voiced his belief that golf carts should not be permitted on city streets. He stated that he finds it offensive and surprising that his Gator is categorized the same as a golf cart, as he believes it is clearly better equipped. Councilor Tijerina reaffirmed that the city ordinance aligns with applicable state law.

Mayor Huner concluded the discussion by thanking Mr. Meyer for bringing his concerns to the council's attention.

EMS PROCLAMATION

Mayor Huner formally read the Emergency Medical Services (EMS) Week proclamation, recognizing and honoring the contributions of EMS personnel in safeguarding the health and safety of the community. The proclamation highlighted the dedication, professionalism, and efforts of first responders, and acknowledged the importance of continued public support and awareness for emergency medical services.

COMMITTEE REPORTS

Councilor Simon gave a report from the previous Tree Commission meeting on May 6, 2025.

DEPARTMENT REPORTS

Keith Torbet gave a report for his department. He is working with Wauseon Rotary on getting a grant for new playground equipment at Rotary Park. That legislation will be up for first reading. In November the grant will be announced.

Tom McWatters gave a report for his department. He is working on various things for different department heads. The trails look great this time of year. They were not damaged from the World War II event or the Firecracker 5k.

FIRST READING OF LEGISLATION OR EMERGENCY

Resolution 2025-9: A Resolution Authorizing the Mayor or Her Designee to Apply for a Nature Works Grant for The Purpose of Replacing the Playground Equipment at Rotary Park; And Declaring an Emergency

Motion to place Resolution 2025-9 on emergency reading moved by Councilor Schneider and seconded by Councilor Heising.

Vote: 6 Yeas 0 Nays Motion Carries

Motion to place Resolution 2025-9 on final reading moved by Councilor Tijerina and seconded by Councilor Simon.

Vote: 6 Yeas 0 Nays Motion Carries

THERE WAS NO LEGISLATION FOR SECOND OR THIRD READING

NEW BUSINESS

Motion to approve Mayor's appointments to various boards or committees moved by Councilor Simon 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 Simon.

Vote: 6 Yeas 0 Nays Motion Carries

ADJOURNMENT

There being no further business, moved by Councilor Tijerina and seconded by Council President Chamberlin to adjourn the meeting at 5:45 p.m.

All in favor: *Motion Passed Unanimously*

Korin Miller, Clerk of Council

Shane Chamberlin, Council President



Item: 5.b.

ITEM REPORT

To: City Council

From:

Meeting Date: June 2, 2025

Department/Office:

Item Name: Committee of the Whole:

Summary:

Recommended Action:

Budget:

Attachments:

None



Item: 5.b.i.

ITEM REPORT

To: City Council

From:

Meeting Date: June 2, 2025

Department/Office: Admin

Item Name: Committee of the Whole: May 29, 2025

Summary:

Recommended Action:

Budget:

Attachments:

1. 5 29 2025 Committee of the Whole Minutes

**WAUSEON CITY COUNCIL
COMMITTEE OF THE WHOLE
THURSDAY, May 29, 2025**

Council President Chamberlin called this meeting to order at 7:15 a.m. Present were Councilors, Galbraith, Schneider, and Simon.

Council President Chamberlin went over the proposed agenda for the upcoming Council Meeting.

John Myles from the Historical Society will address council.

A report will be given from the previous Building and Grounds meeting on May 29, 2025.

There will be no legislation.

Council President Chamberlin went over the previous staff notes.

The Fire Department reported that the third-grade field trips were successful, as were the Memorial Day events held the previous weekend. Additionally, the Civil Service Commission has recently approved a lateral transfer from part-time to full-time status.

Jamie will be hosting an educational meeting on Medicare on Monday, June 2, at 3:30 p.m. She has also submitted the completed financial documents to the Auditors.

The Mayor reported that the Memorial Day parade was a success, with Jeff Rupp serving as the guest speaker. On May 28, third-grade students visited the municipal building and the Fire Department as part of a scheduled field trip. The Mayor also addressed a protest permit that was submitted, noting that the applicant requested the presence of three officers. That request was declined.

Keith Torbet is currently overseeing an upgrade to the Water Treatment Plant, which will include the installation of a UV treatment system. He is also collaborating with the IT Department on the installation of security cameras in the city parks. In addition, he is working with Human Resources to advertise the open position at the Water Treatment Plant.

The Sterling building on Fulton Street is scheduled for demolition in the near future. Despite the cold weather, the city pool opened as planned and welcomed a number of attendees on opening day.

Chief Chittenden reported that a new part-time dispatcher began on Friday. A new full-time officer is scheduled to start on Monday, and an additional Auxiliary officer will be joining the department soon. This individual is also expected to serve as an additional School Resource Officer (SRO) beginning in the fall.

Additionally, a Sergeant has voluntarily requested a demotion to Patrolman for personal reasons. Safety City is set to begin next week.

ADJOURNMENT

There being no further business, this meeting adjourned at 8:00 a.m.

Korin Miller, Clerk of Council

Council President Chamberlin



Item: 7.a.

ITEM REPORT

To: City Council

From:

Meeting Date: June 2, 2025

Department/Office: Admin

Item Name: Building and Grounds: May 19, 2025

Summary:

Recommended Action:

Budget:

Attachments:

1. 5 19 2025 Buildings and Grounds Committee

Buildings & Grounds Committee
Monday, May 19, 2025

This meeting of the Building and Grounds Committee was called to order at 5:50 p.m. in Council Chambers.

Members present: Jeremy Simon (chair), Heather Galbraith, and Brandon Tijerina
Staff present: Korin Miller, Tom McWatters, Mayor Huner, Keith Torbet

Mayor Huner convened this meeting to address ongoing issues of vandalism in the City's parks.

She expressed concern over the significant amount of time the Public Works Department has been dedicating to cleaning up dog waste, particularly at Biddle Park. In addition to being a burden on staff resources, uncollected dog waste poses health risks, as it is a known vector for disease transmission among dogs.

Councilor Galbraith inquired about the consequences for residents who fail to clean up after their pets. In response, Keith Torbet stated that while citations can be issued, such enforcement has not been commonly observed.

The committee reached a consensus to proceed with the installation of security cameras in the parks to deter vandalism and encourage compliance with pet waste regulations.

There being no further business of this Building & Grounds Committee, the meeting adjourned at 6:20 p.m.

Respectfully Submitted,

Korin Miller
Clerk of Council



Item: 8.a.

ITEM REPORT

To: City Council

From:

Meeting Date: June 2, 2025

Department/Office:

Item Name: Phil Kessler, Fire Chief

Summary:

Recommended Action:

Budget:

Attachments:

None



Item: 8.b.

ITEM REPORT

To: City Council

From:

Meeting Date: June 2, 2025

Department/Office:

Item Name: Kevin Chittenden, Police Chief

Summary:

Recommended Action:

Budget:

Attachments:

None



Item: 8.c.

ITEM REPORT

To: City Council

From:

Meeting Date: June 2, 2025

Department/Office:

Item Name: Keith Torbet, Director of Public Service

Summary:

Recommended Action:

Budget:

Attachments:

None



Item: 8.d.

ITEM REPORT

To: City Council

From:

Meeting Date: June 2, 2025

Department/Office:

Item Name: Jamie Giguere, Director of Finance

Summary:

Recommended Action:

Budget:

Attachments:

None



Item: 8.e.

ITEM REPORT

To: City Council

From:

Meeting Date: June 2, 2025

Department/Office:

Item Name: Thomas McWatters III, Law Director

Summary:

Recommended Action:

Budget:

Attachments:

None