

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

October 14, 2022

Wauseon City Council
230 Clinton Street
Wauseon, Ohio 43567

RE: Council Meeting of October 17, 2022

Dear Council Members:

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

The Finance Committee will present a report and recommend that full-time and part-time non-union employees receive a percentage increase in lieu of a merit increase which will be eliminated from the City's Compensation Plan.

There will be a first reading on Resolution 2022-26, which authorizes the Mayor or her designee to enter into a contract with the lowest and best bidder for the City's residential refuse contract.

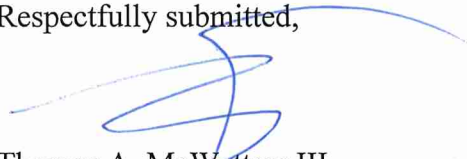
There will be a second reading on Resolution 2022-23 (emergency), which is a Resolution of Intent and identifies the City's fund into which grant proceeds received from the State for the Brunell Street project will be deposited

There is no legislation for third reading.

In new business, a motion will be necessary to authorize the Mayor or her designee to enter into a contract for salt with the lowest and best bidder. A motion will also be necessary to authorize the Public Services Director to advertise for chemical bids, and to authorize the Mayor or her designee to enter into a contract with the lowest and best bidder.

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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WAUSEON CITY COUNCIL AGENDA
October 17, 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: October 3, 2022
 - b) Committee of the Whole: October 13, 2022
 - Motion to approve the prior meeting minutes moved by _____ and seconded by _____.

All in favor:
6. Names of Individuals Wishing to Address Council and Topic
7. 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
8. Committee Report
 - a) Finance Committee Meeting: October 3, 2022
 - Recommendation that full time and part time employees receive a percentage increase excluding seasonal workers
 - Vote: ____ Yeas ____ Nays
 - b) Tree Commission Report: October 11, 2022
9. First Reading of Legislation or Emergency
 - a) **Resolution 2022-26**: A Resolution Authorizing the Mayor or Her Designee to Accept the Lowest and Best Bid and to Enter Into a Contract With the Lowest and Best Bidder for the Refuse Franchise

- Motion to place Resolution 2022-26 on first reading moved by _____ and seconded by _____
- Vote: ____ Yeas ____ Nays

10. Second Reading of Legislation or Emergency

- a) **Resolution 2022-23:** A Resolution Declaring The Official Intent And Reasonable Expectation Of The City Of Wauseon On Behalf Of The State Of Ohio (The Borrower) To Reimburse Its _____ Fund For The CE22y / CE23y, Brunell Street Rebuild With The Proceeds Of Tax Exempt Debt Of The State Of Ohio; and declaring an emergency
- Motion to place Resolution 2022-23 on emergency reading moved by _____ and seconded by _____
 - Vote: ____ Yeas ____ Nays
 - Motion to place Resolution 2022-23 on final reading and the final reading be passed moved by _____ and seconded by _____
 - Vote: ____ Yeas ____ Nays

11. Third Reading of Legislation or Emergency

12. New Business

- a) Motion to Allow the Mayor to Enter Into a Salt Bid Contract with the Lowest and Best Bidder
- Vote: ____ Yeas ____ Nays
- b) Motion to advertise for chemical bids and allow the Mayor to accept the lowest and best bid
- Vote: ____ Yeas ____ Nays

13. Approval of the Bills

- a) Motion to approve and pay the bills as presented moved by _____ and seconded by _____
- Vote: ____ Yeas ____ Nays

14. 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, October 3, 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 Councilors Chamberlin, Schneider, Stickley, Tijerina and Heising to constitute a quorum for the transaction of city business. Council President Stiriz 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*

INDIVIDUALS WISHING TO ADDRESS COUNCIL

Mr. Armstrong and Mr. Kahmann came to address Council Regarding city/school district relations. Mr. Armstrong introduced Mr. Kahmann as the new treasurer for the City of Wauseon Schools. Mr. Kahmann expressed his gratitude for being in Wauseon. Councilor Heising asked the new treasurer if he had any goals. He explained that the board and multiple people have put together a plan to turn the district around financially. His focus is to execute the plan and to get Wauseon Schools on more solid ground. Mr. Kahmann shared that he has experience in turning schools around financially. Mr. Armstrong wanted to publicly say that the City of Wauseon supports the School District and that the School District supports the City of Wauseon. He gave examples to council. Mayor Huner gave some of her own examples of how the Schools and City both support each other. She said it's ok to agree to disagree, but we should always try to move forward for the kids and the citizens.

DEPARTMENT HEAD REPORTS

Chief Kessler, gave an update for the Fire Department. He said October starts Fire Prevention month. They will have schools coming to the Fire Department and the Fire Department will be participating in events at the schools, including Pettisville Schools and New Horizons. He said the Fire Department will have donuts and cider after Trick or Treating.

Keith Torbet, Director of Public Service gave a report. He said Brunell Street is wrapping up along with the Washington Street water line. Scott Smith is redoing the City Star and updating the candles. The sidewalks are progressing along Shoop Avenue, and they should be connected to Dollar General by the end of this year. The parking lot on Depot Street is done and is just needing the striping.

Jamie Giguere, Director of Finance, gave a report for her department. She said she is working on the 2023 budget, she will have work sheets to hand out to department heads. She is needing them returned by the end of October. Income tax is doing well and is thirteen percent over last year. Councilor Chamberlin asked Jamie why the income tax would be higher than last year, she said she believes it is due to the reduction in our tax credit for people working outside of the city.

COMMITTEE REPORTS

Councilor Heising gave a report from the previous Utility Meeting. She wanted to clarify that the committee recognizes that the survey was just a slice of data and not a full community vote. She said the survey was for overall feedback. Councilor Heising explained that the Committee has decided to move forward with the \$1.30 per trash tag.

Recommendation that the City of Wauseon move forward with the tag system for residential waste pick up moved by Councilor Heising and seconded by Councilor Schneider

Vote: 5 Yeas 0 Nays *Motion Carries*

FIRST READING OF LEGISLATION OR EMERGENCY

Resolution 2022-23: A Resolution Declaring The Official Intent And Reasonable Expectation Of The City Of Wauseon On Behalf Of The State Of Ohio (The Borrower) To Reimburse Its Capital Fund For The CE22y / CE23y, Brunell Street Rebuild With The Proceeds Of Tax Exempt Debt Of The State Of Ohio

Motion to place Resolution on first reading moved by Councilor Chamberlin and seconded by Councilor Heising

Vote: 5 Yeas 0 Nays *Motion Carries*

Resolution 2022-24: A Resolution To Amend Ordinance 2021-14 Annual Appropriation Ordinance By Authorizing The Director Of Finance To Increase Or Decrease Certain Line Account Appropriations Within The Various Funds Listed Within The Year Of 2022

Motion to place Resolution 2022-24 on final reading and the final reading be passed moved by Councilor Schneider and seconded by Councilor Tijerina.

Vote: 5 Yeas 0 Nays *Motion Carries*

Resolution 2022-25: Resolution Accepting The Amounts And Rates As Determined By The Budget Commission And Authorizing The Necessary Tax Levies And Certifying Them To The County Auditor

Motion to place Resolution 2022-25 on final reading and the final reading be passed moved by Councilor Stickley and seconded by Councilor Chamberlin.

Vote: 5 Yeas 0 Nays *Motion Carries*

THERE WAS NO LEGISLATION FOR SECOND OR THIRD READING

NEW BUSINESS

Triangular Processing INC, 206 N Fulton Street, Applied for a Transfer of D5L Liquor License from Sullivan Roth Holding Company LLC

There were no objections.

Motion to accept local government funds moved by Councilor Heising and seconded by Councilor Tijerina

Vote: 5 Yeas 0 Nays *Motion Carries*

APPROVAL OF THE BILLS

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

Vote: 5 Yeas 0 Nays *Motion Carries*

ADJOURNMENT

There being no further business, Councilor Tijerina moved and seconded by Councilor Heising to adjourn this meeting at 5:31 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, October 13, 2022**

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

Director of Public Service, Keith Torbet gave an update. He shared that Resolution 2022-23 is a Resolution of Intent so the State of Ohio can reimburse the City for the grant money we received for the South Brunell Street Reconstruction project. He also shared he will need a motion to accept the lowest and best bid for the annual Salt Bid Contract. Likewise, he will need a motion to advertise and accept the lowest and best bids for the annual Chemical bid Contracts

Chief Chittenden shared that Sgt. Kaleb Torbet's last day is October 14, 2022, as he resigned to take a position with another department. He also shared that P/T Dispatcher Conner Hicks' last day was October 10, 2022, as he resigned to take another position. He shared that they will administer a Patrolman Civil Service examination on November 12, 2022. Christmas for Kids in Fulton County will take place on December 10, 2022.

Chief Kessler shared that the Fire Department will offer donuts and cider on October 31, 2022 after Trick or Treat at 7:30 pm.

There will be two Committee Reports at the upcoming Council Meeting:

Finance Committee Meeting: October 3, 2022

Recommendation that full time and part time employees receive a percentage increase excluding seasonal workers

Tree Commission Report: October 11, 2022

There will be one piece of legislation under first reading:

Resolution 2022-26: A Resolution Authorizing the Mayor or Her Designee to Accept the Lowest and Best Bid and to Enter Into a Contract With the Lowest and Best Bidder for the Refuse Franchise

There will be one piece of legislation under second reading:

Resolution 2022-23: A Resolution Declaring The Official Intent And Reasonable Expectation Of The City Of Wauseon On Behalf Of The State Of Ohio (The Borrower) To Reimburse Its _____ Fund For The CE22y / CE23y, Brunell Street Rebuild With The Proceeds Of Tax Exempt Debt Of The State Of Ohio; and declaring an emergency

There are no pieces of legislation under third reading.

New Business:

Motion to Allow the Mayor to Enter Into a Salt Bid Contract with the Lowest and Best Bidder

Motion to advertise for chemical bids and allow the Mayor to accept the lowest and best bid

There being no further business, this meeting adjourned at 8:10 a.m.

Korin Miller, Clerk of Council

Scott Stiriz, Council President

Finance Committee
Monday, October 3, 2022
Council Chambers
5:30 p.m.

Present: Steve Schneider, Shane Chamberlin, and Sarah Heising

Staff: Jamie Giguere, Keith Torbet, Kevin Whitlock, and Korin Miller

Matter: Merit Pay

Councilor Schneider brought up the subject of Merit Pay. The Committee discussed two different options, one being a percentage raise and the other being a bonus. Councilor Schneider said he wants to make sure he moves forward with what employees want and his biggest goal was to not have raises linked to evaluation. Kevin Whitlock said if he were an employee here, he would want a percentage increase because it stacks every year. Director of public service, Keith Torbet said he believes most employees would prefer a percentage increase over a bonus. Councilor Chamberlin said the way he sees this happening in the future is every year around October and November Jamie, the Director of Finance will give them a proposal for how much the city can afford for raises and that will determine how they move forward for that year.

Multiple ideas and opinions were brought up, but the committee ultimately came to a recommendation.

Recommendation that full time and part time employees receive a percentage increase excluding seasonal workers

Vote: 3 Yays 0 Nays

All in favor: Motion Passed Unanimously

There being no further business, this meeting adjourned at 6:10 p.m.

Respectfully submitted,
Korin Miller



**TREE COMMISSION
COUNCIL CHAMBERS
Monday, October 11, 2022
7:30 AM**

Present: Kurt Stuckey, Laura Kamp, Rick Frey, John Alexander, Scott Stiriz, Dan Nelson, Tom Collins

Staff: Korin Miller

John Alexander gave the committee a list of trees that will need to be removed for the year. He said the list is not final.

There was discussion on the Tree City USA event that Wauseon will be hosting in the spring. Stephanie Miller participated in the meeting virtually. The new date decided on was Tuesday, May 10th, 2023. They are still looking for a local caterer for the event. The next meeting will be November 14th, 2023 at 8:00 a.m. Stephanie Miller will be in attendance virtually at that meeting to help further plan the event.

Meeting Adjourned at: 9:01 a.m.

Respectfully submitted,
Korin Miller
Clerk of Council

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

RESOLUTION 2022-26

A RESOLUTION AUTHORIZING THE MAYOR OR HER DESIGNEE TO ACCEPT THE LOWEST AND BEST BID AND TO ENTER INTO A CONTRACT WITH THE LOWEST AND BEST BIDDER FOR THE REFUSE FRANCHISE

WHEREAS, Section 713.03 of the Codified Ordinances of the City of Wauseon provides that the Director of Public Service shall at the direction of Council advertise for bids for a refuse franchise; and

WHEREAS, pursuant to Resolution 2022-16, an advertisement for such bids was made; and

WHEREAS, the current refuse franchise will expire on November 30, 2022; and

WHEREAS, the collection of refuse is necessary in order to promote the health, safety, and welfare of the citizens of the City of Wauseon, and

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

Section 1.

The Mayor or her designee is hereby authorized to accept the lowest and best bid for the refuse franchise.

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

RESOLUTION OF INTENT

A RESOLUTION DECLARING THE OFFICIAL INTENT AND REASONABLE EXPECTATION OF THE CITY OF WAUSEON ON BEHALF OF THE STATE OF OHIO (THE BORROWER) TO REIMBURSE ITS _____ FUND FOR THE CE22Y / CE23Y, BRUNELL STREET REBUILD WITH THE PROCEEDS OF TAX EXEMPT DEBT OF THE STATE OF OHIO; AND DECLARING AN EMERGENCY

BE IT RESOLVED by the City of Wauseon on behalf of the State of Ohio that:

- Section 1. The City of Wauseon reasonably expects to receive a reimbursement for the Project named Brunell Street Rebuild as set forth in Appendix A of the Project Agreement with the proceeds of bonds to be issued by the State of Ohio.
- Section 2. The maximum aggregate principal amount of bonds, other than for costs of issuance, expected to be issued by the State of Ohio for reimbursement to the local subdivision is \$412,500.00.
- Section 3. The Fiscal Officer of the City of Wauseon is hereby directed to file a copy of this Resolution with the City of Wauseon for the inspection and examination of all persons interested therein and to deliver a copy of this Resolution to the Ohio Public Works Commission
- Section 4. The City of Wauseon finds and determines that all formal actions of this City concerning and relating to the adoption of this Resolution were taken in an open meeting of the City of Wauseon and that all deliberations of this City and any of its committees that resulted in those formal actions were in meetings open to the public, in compliance with all legal requirements
- Section 5. This Resolution shall be in full force and effect from and immediately upon its adoption.
- Section 6. This Resolution is declared to be an emergency necessary for the immediate preservation of the health, safety, and public welfare of the City of Wauseon
- Upon roll call on the adoption of the resolution, the vote was as follows:

Resolution adopted: _____, 20__

The foregoing is a true and correct excerpt from the minutes of the meeting on _____, 20__ of the City of Wauseon showing the adoption of the resolution herein above set forth.

Jamie Giguere