

Mayor
Kathy Huner

City Council
Shane Chamberlin
Patrick Griggs
Steve Schneider
Harold Stickley
Jeff Stiriz
Scott Stiriz



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
Rick Sluder

January 29, 2021

Wauseon City Council
230 Clinton Street
Wauseon, Ohio 43567

Re: Council Meeting of February 1, 2021

Dear Council Members:

At the outset of the meeting, Council will hold a joint meeting with the Clinton Township Trustees to appoint Bob Krumm to the Wauseon Union Cemetery Board.

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

The Tree Commission will present a report.

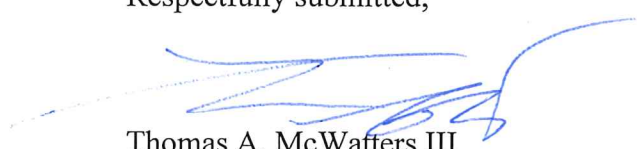
The Utility Committee will present a report and recommend the installation of a new streetlight on South Brunell Street by the railroad tracks; that the water and sewer rates be increased by 6% effective April 1, 2021; and that Section 9.33 of the City of Wauseon Codified Ordinances be amended to increase the restoration fee (shut-off fee) from \$30 to \$50, and to provide for an after-hours fee of \$100.

There is no legislation for first or second reading. There will be a third reading on Resolution 2021-1, which authorizes the Mayor to renew an agreement with Schoenhardt & Associates for accounting services needed to handle the "GAAP" Accounting.

In new business, a motion will be necessary to approval the renewal of the City's membership in TMACOG (\$1,113).

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:kn
cc: Kathy Huner, Mayor
Andrea Gerken, Clerk of Council
Jamie Giguere, Finance Director
The Blade

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WAUSEON CITY COUNCIL AGENDA
February 1, 2021
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 Griggs
 - c) Councilor Schneider
 - d) Councilor Stickley
 - e) Councilor Jeff Stiriz
 - f) Councilor Scott Stiriz
5. Approval of prior meetings' minutes:
 - a) Council Meeting: January 18, 2021
 - b) Committee of the Whole: January 28, 2021
 - Motion to approve the prior meeting minutes moved by _____ and seconded by _____.

All in favor:
6. Annual Joint Meeting with Clinton Township Trustees
 - a) This is a joint meeting to appoint At-Large Member, Bob Krumm, to the Wauseon Union Cemetery Board for the unexpired term to January 1, 2022.
 - Roll Call: Trustees Frey, Neuenschwander & Hite, Council President Chamberlin, Councilors Schneider, Stickley, Jeff Stiriz, Scott Stiriz & Griggs
 - Motion to accept the appointment of Bob Krumm to the Wauseon Union Cemetery Board moved by _____ and seconded by _____.
Vote: ____ Yeas ____ Nays
 - Motion to adjourn this Joint Meeting moved by _____ and seconded by _____.
Vote: ____ Yeas ____ Nays
7. Names of Individuals Wishing to Address Council and Topic
8. Committee Reports
 - a) Tree Commission: Wednesday, January 13, 2021, Pat Griggs, Council Rep
 - b) Utility Committee: Thursday, January 21, 2021, Jeff Stiriz, Chair
 - Motion to approve the utility committee recommendations to allow a new streetlight to be installed on S. Brunell by the tracks; to approve a 6% increase in both the water and sewer rates effective April 1, 2021; and to update 933.07 to increase the water

restoration fee (shut-off fee) to \$50 and to add an after-hours restoration fee of \$100 moved by _____ and seconded by _____.

Vote: ____ Yeas ____ Nays

9. First Reading of Legislation or Emergency

10. Second Reading of Legislation or Emergency

11. Third Reading of Legislation or Emergency

- a) Resolution 2021-1: A Resolution Authorizing the Mayor to Renew an Agreement with Schoenhardt & Associates for Accounting Services Needed to Handle the "GAAP" Accounting
- Motion to place Resolution 2021-1 on final reading moved by _____ and seconded by _____.

Vote: ____ Yeas ____ Nays

12. New Business

- a) Motion to approve the membership fee in the amount of \$1113 for the city to join TMACOG (Toledo Metropolitan Area Council of Governments) moved by _____ and seconded by _____.

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:

Andrea R Gerken
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.



*MINUTES OF THE WAUSEON TREE COMMISSION
JANUARY 13, 2021*

ATTENDANCE - COMMISSION MEMBERS - Pete Carr (present)
Tom Collins (present)
Larry Frey (absent)
Rick Frey (present)
Patrick Griggs (present)
Laura Kamp (present on Zoom)
Dan Nelson (present)

The regular meeting of the Wauseon Tree Commission was held in Council Chambers at 230 Clinton St., Wauseon, OH. Chairman Rick Frey called the meeting to order at 7:40 a.m.

Tree City USA – Rick asked Mayor Huner about using the Homecoming Park pavilion on June 16, 2021. The Mayor thought it was a great idea. The rental fee would be out of the City budget. Rick will ask Stephanie Miller to have e-mail sent out for invitations. Need to start on list of vendors. Laura Kamp will tell AKA Designs (box lunches) and Red Rambler (coffee) that the Tree City USA date is officially June 16, 2021. Nate Andre will give a presentation on his composting facility at the Homecoming Park pavilion. Nate will have four different types of compost to show. Patrick Griggs will check with Tom McWatters on donations being sent to a private individual. Donate bag for Tree City USA, ask Stephanie Miller about door prizes.

Tree Commission member Tom Collins will re-up as a Tree Commission member. He will go see Trudy Mahnke or Andrea Gerken to be sworn in for another 3-year term. Rick Frey asked Patrick Griggs to have Andrea Gerken take notes at meeting on February 10, 2021.

Tree Report – Rick Frey reported that Larry Frey has been removing trees all over town.

Indian Hill Park – Tracy Berman said that 4 trees that have deer damage in the corridor. These trees can be replaced in the spring. Ten Hybrid Chestnuts for south woods by Chestnut sign will be planted in spring of 2021.

The next meeting will be February 10, 2021 at 8:00 a.m. in Council Chambers. With no other business to attend to, Chairman Rick Frey adjourned the meeting at 8:40 a.m.

Submitted by Pete Carr 1/20/2021.

230 Clinton Street, Wauseon, OH 43567

Tree Commission Members: Pete Carr, Tom Collins, Larry Frey, Rick Frey, Patrick Griggs, Laura Kamp, Dan Nelson

Utility Committee

Thursday, January 21, 2021

This Utility Committee meeting was called to order at 12:00 p.m. in Council Chambers.

Members present: Jeff Stiriz, Chair, Shane Chamberlin and Harold Stickley

Staff present: Keith Torbet, Jamie Giguere, Mayor Huner and Andrea Gerken

Others present: Brad Porter, Greener Results, LLC (in person) and J.P. Joly from Waterworth (via Zoom)

South Brunell Street Light

This meeting was called to order at 12 PM in Council Chambers. Brad Porter was present to request installing a street light in front of his business, Greener Results, LLC on S. Brunell St at the tracks. Keith Torbet provided photos of this location and said the code requires the requestor and the city split the installation cost, with the limit being \$1000 for the city's portion. Mr. Porter gave a brief summary about himself and his business. There was general discussion about allowing this installation.

Motion to allow for a street light to be installed on S. Brunell Street moved by Council President Chamberlin and seconded by Councilor Jeff Stiriz.

Vote: 3 Yeas 0 Nays *Motion Carries*

Mr. Porter exited the meeting at 12:07 PM.

Water Rate Increases

Jamie Giguere provided charts and graphs pertaining to increasing water and sewer rates 6% each. The proposal is to make these rates effective April 1, 2021. She explained the provided information and the affect it would have on the water and sewer accounts. She reminded the committee that the projected increases can be adjusted and reevaluated each year. There was general discussion of water and sewer rate increases.

Motion to approve a 6 % increase beginning April 1, 2021 for both water and sewer rates moved by Council President Chamberlin and seconded by Councilor Stickley.

Vote: 3 Yeas 0 Nays *Motion Carries*

Shut-off Fees (Section 933.07)

Jamie Giguere said section 933.07 allows for the finance office to charge a shut-off fee to water customers who fail to pay their bill of \$30. She said this fee is charged even if the service does not get terminated if we send a city employee to the premises. This fee is charged to have the service restored. Further, she said they currently charge \$20 to restore service after-hours but this is not included in our code. She is asking to increase the shut-off amount to \$50 and to increase the after-hours service restoration fee to \$75. The committee members said they

don't think that \$75 is enough and suggested \$100 for after-hours service restoration. There was general discussion about water shut-offs and restoration procedures.

Motion to approve the proposed update of 933.07 to increase the water restoration fee (shut-off fee) to \$50 and to add an after-hours water service restoration fee of \$100 moved by Council President Chamberlin and seconded by Councilor Stickley.

Vote: 3 Yeas 0 Nays *Motion Carries*

With no further business to come before the Utility Committee, the meeting was adjourned at 12:43 p.m.

Respectfully Submitted,

Andrea R. Gerken

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

RESOLUTION 2021-1

A RESOLUTION AUTHORIZING THE MAYOR TO RENEW AN AGREEMENT WITH SCHOENHARDT & ASSOCIATES FOR ACCOUNTING SERVICES NEEDED TO HANDLE THE “GAAP” ACCOUNTING

WHEREAS, the City of Wauseon is required to comply with “GAAP” accounting pursuant to State mandate; and

WHEREAS, the Finance Director has in the past consulted with Schoenhardt & Associates for accounting services in order to comply with “GAAP” accounting requirements; and

WHEREAS, those services are necessary and appropriate for the proper administration of the Finance Department:

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

Section 1

The Mayor is hereby authorized to renew the contract with Schoenhardt & Associates for accounting services needed to handle the “GAAP” accounting pursuant to State mandate;

Section 2

The Mayor is hereby authorized to execute any and all documents necessary therefore.

Passed:

Kathy Huner, Mayor

Shane Chamberlin, President
of Council

Attest: _____
Andrea Gerken
Clerk of Council

Approved as to Form:

Thomas A. McWatters III
City Law Director

**WAUSEON CITY COUNCIL
COUNCIL MEETING
MONDAY, JANUARY 18, 2021**

Council President Chamberlin called this meeting of the Wauseon City Council to order at 5:00 p.m. in Council Chambers. He led the Pledge of Allegiance which was followed by a moment of silence. Roll was taken by the Clerk of Council. Present were Council President Chamberlin, Councilors Jeff Stiriz, Scott Stiriz, Stickley, Griggs and Schneider.

MINUTES

President Chamberlin asked for a motion to approve the prior meeting minutes. Councilor Stickley moved and seconded by Councilor Griggs to approve the minutes as printed.

All in favor: Motion Carries

COMMITTEE REPORTS

Councilor Scott Stiriz provided a brief summary of the January 11, 2021 Wauseon Recreation Association board meeting. He said their balance is \$11663 and they plan to purchase four safety bases for \$1879 out of this account. He said the Little Indians basketball league is almost done and there are tournaments scheduled for both the boys and the girls in this league. There was a 30% drop in enrollment numbers due to the pandemic.

FIRST READING OF LEGISLATION OR EMERGENCY

Ordinance 2021-1: An Ordinance Authoring the South Shoop Avenue Repaving Project; and Declaring an Emergency

Motion to place Ordinance 2021-1 on emergency reading moved by Councilor Stickley and seconded by Councilor Schneider.

Vote: 6 Yeas 0 Nays *Motion Carries*

Motion to place Ordinance 2021-1 on final reading moved by Councilor Stickley and seconded by Councilor Jeff Stiriz.

Vote: 6 Yeas 0 Nays *Motion Carries*

SECOND READING OF LEGISLATION OR EMERGENCY

Resolution 2021-1: A Resolution Authoring the Mayor to Renew an Agreement with Schoenhardt & Associates for Accounting Services Needed to Handle the "GAAP" Accounting

Motion to place Resolution 2021-1 on second reading moved by Council President Chamberlin and seconded by Councilor Scott Stiriz.

Vote: 6 Yeas 0 Nays *Motion Carries*

NEW BUSINESS

Motion to approve the four year lease agreement in the total amount of \$366,000 for the vector truck moved by Councilor Jeff Stiriz and seconded by Councilor Stickley.

Vote: 6 Yeas 0 Nays *Motion Carries*

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

- Zoning Board of Appeals (1/1/21 to 12/31/25)
Greg Suon
- Charter Revision Commission (1/1/21 to 12/31/21)
Jeff Stiriz
Steve Schneider
- Park Board (1/1/21 to 12/31/25)
Larry Zimmerman
- Planning Commission (1/1/21 to 12/31/26)
Amy Ferguson
- Tree Commission (1/1/21 to 12/31/23)
Tom Collins
- Pride Preservation & Design Review Board (1/1/21 to 12/31/23)
Bev Meridew
- Charter Revision Commission (Unexpired Term until 6/30/23)
Eric Nagle

Vote: 6 Yeas 0 Nays *Motion Carries*

APPROVAL OF THE BILLS

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

Vote: 6 Yeas 0 Nays *Motion Carries*

ADJOURNMENT

There being no further business, President Chamberlin asked for a motion to adjourn. Councilor Stickley moved and seconded by Council President Chamberlin to adjourn this meeting at 5:08 p.m.

All in favor: *Motion Passed Unanimously*

Andrea Gerken, Clerk of Council

Shane Chamberlin, President of Council

**WAUSEON CITY COUNCIL
COMMITTEE OF THE WHOLE
THURSDAY, JANUARY 28, 2021**

Council President Chamberlin called this meeting to order at 7:30 a.m. in Council Chambers. Present were Councilors Jeff Stiriz, Scott Stiriz, Griggs, Schneider and Stickley. Also present were Chief Chittenden, Chief Sluder, Jamie Giguere and Keith Torbet.

Council President Chamberlin gave a summary of topics discussed at the staff meeting. He asked if the department heads had anything to add. Chief Sluder said the FD is helping with the vaccinations at the fairgrounds. Councilor Scott Stiriz asked about an article he saw regarding the fire department. Chief Sluder said they are participating in a pilot project for data research. Chief Chittenden said he turned-in the PD year-end report. President Chamberlin asked if the Durangos are on the road and was told no. Jamie Giguere said she needs a Personnel Committee meeting to approve the Assistant Finance Director job description. Councilor Scott Stiriz asked if all employees were being asked to flex their time and was told no by Keith Torbet and Jamie Giguere. He then moved onto the agenda items.

He said there will be a joint meeting with Clinton Township to accept Bob Krumm to the unexpired term to January 1, 2022 to the Wauseon Union Cemetery Board.

Councilor Griggs said the Tree Commission met January 13, 2021 and discussed the Tree City USA banquet; the reappointment of Tom Collins to a three year term; and trees that are being removed. No action taken.

Councilor Jeff Stiriz gave a summary of the January 21, 2021 Utility Committee meeting. He said topics discussed were installing a street light on S. Brunell Street by the tracks at the request of Brad Porter, Greener Results, LLC; water rates; sewer rates; and service shut-off/restoration fees. There was discussion about why water and sewer rates need to be evaluated yearly. Councilor Jeff Stiriz said the committee approved all recommendations.

- Motion to approve the utility committee recommendations to allow a new streetlight to be installed on S. Brunell by the tracks; to approve a 6% increase in both the water and sewer rates effective April 1, 2021; and to update 933.07 to include an increase in the water restoration fee (shut-off fee) to \$50 and to add an after-hours restoration fee of \$100.

President Chamberlin said there is no legislation for first or second reading. He said there is one piece of legislation for third reading.

Resolution 2021-1: Authorizing the Mayor to Enter into an Agreement with Schoenhardt & Associates for Accounting Services Needed to Handle the GAAP Accounting

He said there will be a motion to approve the membership fee of \$1113 to join TMACOG for 2021.

Councilor Stickley provided copies of 121.01 regarding the order of business. He said he had several people question why department heads aren't attending and giving reports. President Chamberlin explained that Tom McWatters said the order of business also includes committee reports and there aren't always committee reports. There was general discussion about department heads and the proper procedure to change the order of business.

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

Andrea Gerken, Clerk of Council

Shane Chamberlin, President of Council