

Mayor
Kathy Huner

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



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

March 11, 2021

Wauseon City Council
230 Clinton Street
Wauseon, Ohio 43567

Re: Council Meeting of March 15, 2021

Dear Council Members:

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

At the outset of the meeting, a public hearing will be held on the application to rezone the property located at 604-606 S. Shoop Avenue from R-4 to B-4 in order to allow for the construction of an addition to the existing structure.

The Personnel Committee will present a report and recommend that the Clerk of Council job description be revised to change the position to a part time position, and to create a new part-time administrative assistant position. Council will recall that there is a previous, separate recommendation by the Personnel Committee to approve revisions to other job descriptions which Council tabled at the last Council meeting. The Personnel Committee took no action regarding this recommendation at its meeting this week, and it will be necessary for Council to vote to take that recommendation off the table should it desire to consider it.

There will be a first reading on Ordinance 2021-4, which revises the zoning code to rezone property located at 604-606 S. Shoop Avenue from R-4 to B-4 in order to allow for the construction of an addition to the existing structure.

There will be a second reading on Resolution 2021-5, which approves the Solid Waste Management Plan Update for the Joint Solid Waste Management District of Defiance, Fulton, Paulding and Williams Counties, Ohio.

There will be a third reading on Ordinance 2021-2(emergency), which amends Exhibit B of Section 929 and Section 933.02(a)(1) of the Codified Ordinances to increase the water and sewer rates by 6% effective April 1, 2021. There will also be a second reading on Ordinance 2021-3, which amends Codified Ordinance 933(b) to increase the restoration fee after service is disconnected due to non-payment to \$50, and to add a \$100 restoration fee for service restored during non-business hours. Finally, there will be a third reading of Resolution 2021-4, which

authorizes the Mayor to enter into an agreement with Sudsina & Associates to serve as an advisor for debt offerings and other financings.

In new business, a motion will be necessary to appoint Scott Stiriz to the INTV board.

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
Andrea Gerken, Clerk of Council
Jamie Giguere, Finance Director
The Blade

Mayor
Kathy Huner

City Council
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Fire Chief
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WAUSEON CITY COUNCIL AGENDA
March 15, 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: March 1, 2021
 - b) Committee of the Whole: March 11, 2021
 - Motion to approve the prior meeting minutes moved by _____ and seconded by _____.

All in favor:
6. **Public Hearing:** Rezoning of parcel (#06-017072-00.000) at 604-606 S Shoop Ave from R-4 (Multi-Family) to B-4 (Mixed Community Use) in order to allow for the construction of an addition to the existing structure.
 - a) Motion to open this Public Hearing moved by _____ and seconded by _____.
Vote: ____ Yeas ____ Nays
 - b) Motion to close this Public Hearing moved by _____ and seconded by _____.
Vote: ____ Yeas ____ Nays
7. Names of Individuals Wishing to Address Council and Topic
8. Committee Reports
 - a) Personnel Committee: Tuesday, March 9, 2021 Shane Chamberlin, Chair
 - Motion to accept the Personnel Committee recommendation to create two part-time positions; the Clerk of Council and Assistant to the Director of Public Service moved by _____ and seconded by _____.
Vote: ____ Yeas ____ Nays
 - Motion to remove from the table the Personnel Committee recommendation to accept the recommended updates to the job descriptions presented except item #2, the Clerk of Council/Administrative Assistant to the Director of Public Service moved by _____ and seconded by _____.

Vote: ____ Yeas ____ Nays

- Motion to accept the Personnel Committee recommendation to accept the recommended updates to the job descriptions presented except item #2, the Clerk of Council/Administrative Assistant to the Director of Public Service moved by _____ and seconded by _____.

Vote: ____ Yeas ____ Nays

b) Tree Commission: Wednesday, March 10, 2021, Patrick Griggs, Council Representative

9. Department Head Reports

10. First Reading of Legislation or Emergency

a) Ordinance 2021-4: An Ordinance Amending Codified Ordinance Chapter 1117 – Establishment of Districts and Maps, and Amending the Official Zoning Map

- Motion to put Ordinance 2021-4 on first reading moved by _____ and seconded by _____.

Vote: ____ Yeas ____ Nays

11. Second Reading of Legislation or Emergency

a) Resolution 2021-5: A Resolution Approving the Solid Waste Management Plan Update for the Joint Solid Waste Management District of Defiance, Fulton, Paulding and Williams Counties, Ohio

- Motion to put Resolution 2021-5 on second reading moved by _____ and seconded by _____.

Vote: ____ Yeas ____ Nays

12. Third Reading of Legislation or Emergency

a) Ordinance 2021-2: An Ordinance to Amend Exhibit B of Section 929 and Section 933.02(a)(1) of the Codified Ordinances to increase the water and sewer rates by 6% effective April 1, 2021; and Declaring an Emergency

- Motion to put Ordinance 2021-2 on emergency reading for the cities' financial well-being moved by _____ and seconded by _____.

Vote: ____ Yeas ____ Nays

- Motion to put Ordinance 2021-2 on final reading moved by _____ and seconded by _____.

Vote: ____ Yeas ____ Nays

b) Ordinance 2021-3: An Ordinance to Amend Codified Ordinance 933(b) to increase the restoration fee after service is disconnected due to non-payment to \$50, and to add a \$100 restoration fee for service restored during non-business hours.

- Motion to put Ordinance 2021-3 on third reading moved by _____ and seconded by _____.

Vote: ____ Yeas ____ Nays

c) Resolution 2021-4: A Resolution Authorizing the Mayor to Enter into an Agreement with Sudsina & Associates to Serve as an Advisor for Debt Offerings and Other Financings

- Motion to put Resolution 2021-4 on third reading moved by _____ and seconded by _____.

Vote: ____ Yeas ____ Nays

13. New Business

a) Motion to accept the Mayor's appoint of Scott Stiriz to the INTV board moved by _____ and seconded by _____.

Vote: ____ Yeas ____ Nays

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14. Old Business

15. Approval of the Bills

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

Vote: _____ Yeas _____ Nays _____

16. 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.

**PERSONNEL COMMITTEE MEETING
COUNCIL CHAMBERS
TUESDAY, MARCH 9, 2021
12 PM**

Present: Shane Chamberlin, Steve Schneider and Scott Stiriz

Also Present: Tom McWatters, Jamie Giguere, Sarah Wheeler, Keith Torbet, Chief Sluder, Harold Stickley and Andrea Gerken

Job Description Updates/Changes

Council President Chamberlin called this meeting to order at 12:01 pm. He asked about the tabled recommendation and explained there was some confusion about pay increases that would be needed. Keith Torbet provided an explanation about the point factor analysis for the positions in the Public Works department that would be changed when licensures are obtained by employees. He said he plans to give no pay increases at this time as a result of these changes. There was general discussion about these positions.

Council President Chamberlin asked if the changes to Fire Captain/EMT position will require any increase in pay. Sarah Wheeler said the way that employee falls now they would not be required to be given an increase because they would still be within the new pay scale, but that is at the discretion of the department head. There was general discussion about this position.

President Chamberlin asked Mr. McWatters about the proper procedure to remove the previous recommendation from the table. Tom McWatters said the recommendation was placed on the table by council, not this committee so unless they are changing the recommendation, no further action needs taken at this time.

Clerk of Council Job Description

President Chamberlin said a memo was provided by Tom McWatters outlining the options to address the Clerk of Council job description. He listed the options provided but stated that options 1 and 2 are not viable:

1. Do Nothing
2. Expand the Administrative Responsibilities on the Current Job Description
3. Create Two Part-Time Positions
4. Eliminate Actual Administration Duties

Council President Chamberlin said he is leaning toward option four and keeping the position full time. He said they as a council need to do a better job of making sure the clerk has more duties. He said if they were hiring in a new person it would be different but our current clerk was hired full-time and to take that away and make her lose full-time benefits would be inappropriate and Councilor Schneider agreed. Tom McWatters explained the potential legal ramifications if this matter is not addressed. Sarah Wheeler said this matter is being addressed because during COVID there was a lot of uncertainty with this employee as to who was the supervisor. President Chamberlin thought maybe changing the position to four, eight hours days to help reduce costs to the city. Keith Torbet said he thinks moving this employee to four days a week is a stupid idea. He said he has no plans to make any changes to this position while he is here. President Chamberlin said he is worried about something happening in the future where this position is eliminated. Chief Sluder said he is backing up Keith 100%. He said a lot of this goes back to trust between council and the mayor. He said not a single department head that wants to see Andrea Gerken go anywhere. Sarah Wheeler said the way this matter has been handled is bringing down employee morale. President Chamberlin said he is concerned with the way the clerk is being treated. He said he doesn't have trust in the administrations' handling of the clerk because it seems the clerk's position is a target from the administration. Sarah Wheeler said there is someone who works in the building without any disciplinary supervision. Councilor Scott Stiriz said he has seen President Chamberlin bend over backwards to try to get along with the mayor and she will not have it and Chief Sluder said he agrees. Tom McWatters pointed out that if they decide to make it two part-time positions and the second one was eliminated, council would be able to then create a new job description making the position full-time. President Chamberlin asked if there were any other comments or opinions. Councilor Harold Stickley said he does not want to see the clerk lose any hours. There was a lot of discussion about the various options for this position.

Motion to create two part-time positions for the current Clerk of Council and Assistant to the Director of Public Service moved by Councilor Schneider and seconded by Councilor Scott Stiriz.

President Chamberlin apologized to the clerk for the uncomfortable position she has been placed in and asked she reach out to a committee member before the meeting if she is at all uncomfortable with this decision.

VOTE: 3 Yeas – 0 Nays MOTION CARRIES

With no further business to discuss, Council President Chamberlin made a motion with Councilor Schneider seconding to adjourn this meeting at 1:05 pm.

All in favor: Motion passed unanimously

Respectfully submitted,
Andrea R. Gerken, Clerk of Council



**Tree Commission Meeting
March 10, 2021 @ 8 a.m.
Council Chambers**

Members Present: Rick Frey, Tom Collins, Pete Carr, Patrick Griggs and Laura Kamp (Zoom)

Members Absent: Larry Frey and Dan Nelson

Also Present: Andrea Gerken (minutes)

Rick Frey called this meeting to order in Council Chambers at 8:02 a.m.

Arbor Day

Rick Frey said traditionally they plant a tree at the Wauseon Elementary and Primary schools for Arbor Day. This is scheduled for Friday, April 30, 2021. He will contact the principals of both schools to confirm the times. He asked Andrea Gerken to ask Mayor Huner to attend.

Laura Kamp asked what the Arbor Day event entails. Rick Frey provided an explanation as to how it has happened in the past but will also check with the schools about restrictions. There was general discussion about this event.

Pete said they are picking up trees from Woody's on April 20, 2021 for the south woods, the corridor/trails and the Arbor Day event. He recommended planting the trees in the corridor/trail at Homecoming Park and in the south woods before the Arbor Day events on April 30th.

Rick Frey said the next Tree Commission meeting is scheduled for Wednesday, April 14, 2021 @ 8 a.m. With nothing further to discuss this meeting adjourned at 8:12 a.m.

Yes No

Emergency
First Reading
Second Reading
Third Reading
Suspension

ORDINANCE 2021-4

AN ORDINANCE AMENDING COFIFIED ORDINANCE CHAPTER 1117 – ESTABLISHMENT OF DISTRICTS AND MAPS, AND AMENDING THE OFFICIAL ZONING MAP

WHEREAS, the Planning Commission of the City of Wauseon has recommended the amendment of the Official Zoning Map and Zoning Ordinance (Chapter 1117); and

WHEREAS, a public hearing has been held pursuant to the procedure for amendment to zoning ordinances as set forth in the Charter of the City of Wauseon; and

WHEREAS, Council now wishes to accept the recommendations of the Planning Commission as being in the best interest of the community's development, and statutorily authorize the rezoning;

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

Section 1

That the Official Zoning Map of the City of Wauseon as established in Chapter 1117 of the Codified Ordinances of the City of Wauseon be amended to reflect that Fulton County Parcel No. 06-017072-00.000, consisting of approximately 8.48 acres and located on South Shoop Avenue, be rezoned from its present zoning of R-4 to B-4 in its entirety. The legal description of the land to be rezoned is marked as Exhibit A, attached hereto, and incorporated herein by reference.

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

EXHIBIT A

Commencing at the point where the south line of Superior Street intersects the west line of Shoop Avenue in said village; thence south on the west line of Shoop Avenue eight hundred forty-six and one-half feet to the south line of said village; thence west on the south line of said village five hundred and three-tenths feet; thence north parallel with the west line of Shoop Avenue six hundred forty-six and one-half feet; thence east parallel with the south line of Superior Street one hundred thirty feet; thence north parallel with the west line of Shoop Avenue two hundred feet to the south line of Superior Street; thence east on the south line of Superior Street three hundred seventy and three-tenths feet to the place of beginning containing 8.48 acres more or less.

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

RESOLUTION 2021-5

A RESOLUTION APPROVING THE SOLID WASTE MANAGEMENT PLAN UPDATE FOR THE JOINT SOLID WASTE MANAGEMENT DISTRICT OF DEFIANCE, FULTON, PAULDING AND WILLIAMS COUNTIES, OHIO

WHEREAS, pursuant to Ohio Revised Code Section 3734.55, the Joint District Policy Committee has updated and adopted a Solid Waste Management Plan for the Joint Solid Waste Management District of Defiance, Fulton, Paulding and Williams Counties, on February 1, 2021 (“District”); and

WHEREAS, the District requests legislative action supporting the adoption of this plan;

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

Section 1

The City of Wauseon does hereby support and approve the adoption of the District’s Joint Solid Waste Management District Plan Update.

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

	Yes	No	
Emergency			
First Reading	5	1	(Scott Stiriz)
Second Reading	5	1	(Scott Stiriz)
Third Reading			
Suspension			

ORDINANCE 2021-2

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

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

WHEREAS, Council has determined that it is necessary to raise the base water and sewer rates 6% to ensure that the water and sewer fund remains solvent; and

WHEREAS, Council has determined that it is appropriate for the water and sewer rate increase to take effect April 1, 2021; 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 because it is necessary for the City's financial well-being that the increases take effect on April 1, 2021, as required by this legislation;

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 04/01/2021
Service Charge (\$/mo./customer)	\$19.02
Commodity Charge (\$/10 c.f.)	1.31

The table pertaining to Debt Charge shall remain unchanged.

Section 2.

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) Beginning on April 1, 2021, the effective water rates shall be :

<u>Residential Accounts</u>	<u>Rate per 100 cubic feet</u>
First 7.00 hundred cubic feet	\$6.54
Over 7.00 hundred cubic feet	\$4.35
Minimum charge per billing	\$7.54
<u>Commercial Accounts</u>	<u>Rate per 100 cubic feet</u>
First 20 hundred cubic feet	\$6.54
Over 20 hundred cubic feet	\$4.35
Minimum charge per billing	\$20.89

- (2) Beginning April 1, 2021, residential and commercial accounts inside the City limits whose usage exceeds 100,000 cubic feet per billing period shall pay at the rate of \$23.19 per 1000 cubic feet of water.
- (3) Beginning April 1, 2021, residential and commercial accounts outside the City limits whose usage exceeds 120,000 cubic feet per billing period shall pay at the rate of \$23.19 per 1000 cubic feet of water.

Section 2.

That all other ordinances in conflict herewith are hereby repealed.

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

Shane Chamberlin, President of Council

Attest: _____
Andrea Gerken
Clerk of Council

Approved as to form:

Thomas A. McWatters III
City Law Director

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

ORDINANCE NO. 2021-3

AN ORDINANCE AMENDING SECTION 933.07(b) OF THE CODIFIED ORDINANCES OF THE CITY OF WAUSEON

WHEREAS, Section 933.07(b) provides for a termination charge of \$30 to restore water service to an occupant whose service has been terminated due to non-payment; and

WHEREAS, Council desires that the standard termination/restoration charge should be increased to \$50, and that a termination/restoration charge of \$100 be included in 933.07(b) for restoration of service during non-business hours;

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

Section 1.

That Section 933.07(b) shall be amended to state as follows:

(b) Should a bill remain unpaid for a period of twenty days from the date of the bill, water service to premises shall thereupon be terminated, unless terminated earlier by specific request to the occupant. A termination charge shall be made at the time any employee of the City of Wauseon physically enters upon the premises for the purpose of terminating water service, whether said service is actually terminated or not. Service shall only be resumed to the premises upon full payment of charges due, which shall include termination charges of fifty dollars (\$50.00) for restoration during normal City business hours, and one hundred dollars (\$100.00) for restoration after normal City business hours. Only one restoration fee shall be charged per month per water or sewer user.

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

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

RESOLUTION 2021-4

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH SUDSINA & ASSOCIATES, LLC TO SERVE AS THE CITY'S MUNICIPAL ADVISOR FOR DEBT SERVICE ISSUES AND OTHER FINANCINGS

WHEREAS, the City of Wauseon is in need of an advisor for planned debt issues and other financings; and

WHEREAS, the City desires to enter into an agreement pursuant to which Sudsina & Associates, LLC would serve as the City's Municipal Advisor for planned debt issues and other financings ("Agreement"); and

WHEREAS, a copy of the Agreement is on file in the office of the Clerk of Council; and

WHEREAS, the execution of the Agreement is appropriate and necessary to the function and operations of the City; and

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 execute the Agreement, a copy of which is on file in the office of the Clerk of Council.

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, MARCH 1, 2021**

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 was taken by the Clerk of Council. Present were Council President Chamberlin, Councilors Jeff Stiriz, Scott Stiriz, Stickley, Griggs and Schneider to constitute a quorum.

MINUTES

Councilor Stickley moved and seconded by Councilor Schneider to approve the minutes as printed.

All in favor: Motion Carries

INDIVIDUALS WISHING TO ADDRESS COUNCIL

There was no one present to address council.

COMMITTEE REPORTS

Council President Chamberlin gave a summary of the February 15, 2021 Personnel Committee meeting. He said Sarah Wheeler, HR was present to clean up several job descriptions. He said the committee recommended accepting all the updates except item #2, the Clerk of Council/Assistant to the Public Service Director positions. He said at Committee of the Whole there was discussion and he would like to table this until further discussion at the March 9 meeting.

Motion to table the Personnel Committee recommendation to accept the recommended updates to the job descriptions presented except item #2, the Clerk of Council/Administrative Assistant to the Director of Public Service moved by Councilor Jeff Stiriz and seconded by Council President Chamberlin.

Vote: 6 Yeas 0 Nays *Motion Carries*

DEPARTMENT HEAD REPORTS

There were no department head reports.

FIRST READING OF LEGISLATION OR EMERGENCY

Resolution 2021-5: A Resolution Approving the Solid Waste Management Plan Update for the Joint Solid Waste Management District of Defiance, Fulton, Paulding and Williams Counties, Ohio

Motion to place Resolution 2021-5 on first reading moved by Councilor Stickley and seconded by Councilor Scott Stiriz.

Vote: 6 Yeas 0 Nays *Motion Carries*

SECOND READING OF LEGISLATION OR EMERGENCY

Ordinance 2021-2: An Ordinance to Amend Exhibit B of Section 929 and Section 933.02(a)(1) of the Codified Ordinances to increase the water and sewer rates by 6% effective April 1, 2021

Motion to place Ordinance 2021-2 on second reading moved by Council President Chamberlin and seconded by Councilor Jeff Stiriz.

Vote: 5 Yeas 1 Nays (Scott Stiriz) *Motion Carries*

Ordinance 2021-3: An Ordinance to Amend Codified Ordinance 933(b) to increase the restoration fee after service is disconnected due to non-payment to \$50, and to add a \$100 restoration fee for service restored during non-business hours

Motion to place Ordinance 2021-3 on second reading moved by Councilor Schneider and seconded by Councilor Stickley.
Vote: 6 Yeas 0 Nays *Motion Carries*

Resolution 2021-4: A Resolution Authorizing the Mayor to Enter into an Agreement with Sudsina & Associates to Serve as an Advisor for Debt Offerings and Other Financings

Motion to place Resolution 2021-4 on second reading moved by Council President Chamberlin and seconded by Councilor Jeff Stiriz.
Vote: 6 Yeas 0 Nays *Motion Carries*

THIRD READING OF LEGISLATION OR EMERGENCY

There was no legislation for third reading.

NEW BUSINESS

Mayor Huner provided a brief summary of the 2020 Annual Report. She thanked all city employees for everything they had to do during this pandemic. President Chamberlin asked to hear a brief summary from each department head. Jamie Giguere said income tax was down about 4% but the relief funds helped make up the difference. Keith Torbet said his departments staggered shifts and isolated to maintain the city's water, water reclamation and public works services. Chief Chittenden said the PD increased their calls in 2020. Chief Sluder said the FD employees did a great job adapting to the COVID-19 protocols and their calls were down due to the pandemic.

Motion to accept the Justice Assistance Grant (JAG) in the amount of \$9302.58 for the purchase of seven new portable radios for the Wauseon Police Department moved by Councilor Stickley and seconded by Councilor Griggs.
Vote: 6 Yeas 0 Nays *Motion Carries*

OLD BUSINESS

There was no old business discussed.

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, Mayor Huner asked for a motion to adjourn. Councilor Stickley moved and seconded by Councilor Griggs to adjourn this meeting at 5:26 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, MARCH 11, 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 Fourth of July celebration has been scheduled for Friday, July 2, 2021 as this will eliminate overtime for several city employees. Jamie Giguere said she hired Josie Dulaney for the Accounts Payable position in the Finance office and she was able to start yesterday. Keith Torbet said he may have additional legislation for first reading for the ODOT repaving project. He also said the new door was installed in the police department.

President Chamberlin said there will be a Public Hearing at the beginning of the meeting to discuss the Health Department request to rezone their parcel so they can construct an addition on their building.

Councilor Griggs gave a summary of the March 10, 2021 Tree Commission meeting. He said it was a short meeting and the only topic discussed was the Arbor Day program. No action taken.

He said the Personnel Committee met Tuesday, March 9, 2021 to discuss the changes to various job descriptions. After discussion the committee decided to make no changes to the previously tabled motion. Also discussed were the requested changes to the Clerk of Council job description and adding a second part-time Assistant to the Public Service Director position. He said there was a lot of discussion and the committee recommended making the Clerk of Council position part-time and to create a second part-time position of Assistant to the Public Service Director. There was a lot of discussion about the Clerk of Council job description, the compensation plan and the classification plan.

President Chamberlin said he was reminded by former Mayor Dehnbostel years ago that members of City Council are legislators and they have to remember to trust the administrators. He said this situation with the clerk of council job description is a good example of the separation of powers between legislative and administration.

President Chamberlin said there is one piece of legislation for first reading:

Ordinance 2021-4: An Ordinance Amending Codified Ordinance Chapter 1117 – Establishment of Districts and Maps, and Amending the Official Zoning Map

He said there one piece of legislation for second reading:

Resolution 2021-5: A Resolution Approving the Solid Waste Management Plan Update for the Joint Solid Waste Management District of Defiance, Fulton, Paulding and Williams Counties, Ohio

President Chamberlin said there are three pieces of legislation for third reading:

Ordinance 2021-2: An Ordinance to Amend Exhibit B of Section 929 and Section 933.02(a)(1) of the Codified Ordinances to increase the water and sewer rates by 6% effective April 1, 2021; and Declaring an Emergency

Ordinance 2021-3: An Ordinance to Amend Codified Ordinance 933(b) to increase the restoration fee after service is disconnected due to non-payment to \$50, and to add a \$100 restoration fee for service restored during non-business hours

Resolution 2021-4: A Resolution Authorizing the Mayor to Enter into an Agreement with Sudsina & Associates to Serve as an Advisor for Debt Offerings and Other Financings

President Chamberlin said in new business a motion will be necessary to appoint Scott Stiriz to the INTV board.

Councilor Stickley asked Councilor Scott Stiriz if he remembered to attend the WRA meeting and Councilor Scott Stiriz said no. President Chamberlin said he listened to it and their checking account is at about \$29,000 and they feel like they are in a good place right now.

Councilor Schneider asked about the dumpster issue. Keith Torbet said we have tried everything to try to accommodate the lady with the dumpster. He said we have received multiple complaints about it. He said it is against the city code. There was general discussion about the dumpster.

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

Andrea Gerken, Clerk of Council

Shane Chamberlin, President of Council