

President Chad Doll called the meeting to order at 7:30pm on December 19, 2022 at 701 Parlette Court with the following members present: Ross Kantner, Daniel E. Lee, Brandon Miller, John Sheipline, Terry Campbell and Chad Dunlap. Mayor Steve Henderson and Safety Service Director Michael Brillhart were also present. There were 2 visitors present. Law Director Grant Neal was absent.

Motion by Lee, second by Miller to approve the minutes of the December 5, 2022 Council meeting as submitted. Vote – 6 yeas, 0 nays. Motion passed.

Mr. Lee noted that the Lodging Tax Committee did not meet.

Finance Committee – a meeting was held on 12-08-2022 and the following was discussed:

The committee began by accepting its previous meeting minutes unanimously. The committee then discussed the primary points of conversation listed below with Safety Service Director Brillhart:

1. Proposed Changes to Family and Medical Leave Act (FMLA) and Banked Hours Policy for the City

a. Mr. Brillhart recommended changes to the FMLA policy of the city per new regulatory requirements. He worked with lawyers who specialize in Human Resources issues to draft a new policy for the city. Committee recommends policy be brought before council for consideration with a unanimous vote of 2-0.

b. Mr. Brillhart recommended changes to policy regarding “Banked Hours”. This applies to non-collective bargaining salaried employees (not the SSD) who may work extended hours due to heavier business in one part of the year versus another. Employees would be able to “bank” extra hours greater than 40 from one part of the year and utilize them for PTO during other times of the year when business is lighter, assuming approval by the Director of Safety and Service. Mr. Brillhart would like this policy to be implemented for its retention and recruiting benefits. Committee recommends policy be brought before council for consideration with a unanimous vote of 2-0.

2. Proposed Changes to Timeline on Pay Ordinance

a. Mr. Brillhart recommended to change to when the city implements pay changes for non-collective bargaining employees per our yearly pay ordinance. Currently, the ordinance goes into effect in July of each year, however Mr. Brillhart would like to change ordinance 260.10 to state that the changes will occur beginning January 1 of each year. Mr. Brillhart believes that this will be much easier for the city, as our fiscal year begins January 1. This could also mean that council take up the pay ordinance later in the year than usual to accommodate this change moving forward. Committee recommends policy be brought before council for consideration with a unanimous vote of 2-0

3. Proposal of Recreation Manager Position

a. Mr. Brillhart proposed a job description for a Recreation Manager position that would report to the department head of parks. The committee reviewed the description and provided feedback. Mr. Brillhart said that this position likely could be put out for applications in early 2023 once it is included by council as an official position.

4. Elected Official and employee compensation

a. The committee is still waiting on the employee compensation study that should be completed by the end of the year to determine if the city wages are on par with other comparable communities.

b. Mr. Brillhart informed the committee that elected officials are not included in that study, and so we looked at other data that is commonly used by communities to compare elected official salary. After much discussion, the recommendation from the committee is to increase city councilor salary to \$6,200 per year and city council president to \$7,200 per year beginning after the next election cycle. The committee recommends legislation be drafted and approved by council with a unanimous 2-0 vote.

5. ARPA and City Projects

a. Mr. Brillhart informed the committee of the status of current ARPA funds and application with the county. We are still waiting on the county to determine which of our projects will be funded. The city's ARPA funds of around \$1MM have been received, and the first 84k have been spent on fiber optic internet improvements for the city's network.

b. Mr. Brillhart mentioned future projects that will need to be funded, such as Fire Station expansion, engineering department relocation, parks and rec maintenance building at Veterans park, the heritage parkway project, and the acquisition of a portable venue stage.

Communications –

Clerk McDonald read a thank you card from Miss Emma Hunley regarding her Girl Scout Gold Award presentation to Council.

Clerk McDonald gave a reminder that the next Council meeting is scheduled for Tuesday, January 3, 2023 at 7:30pm at City Hall due to the holiday.

Guest Petitions -

Mr. Dave Christiansen of 1404 Apache Trail gave Council a presentation on a proposed Wapakoneta Auglaize River Flag project, similar to the 'Avenue of Flags' project he recently presented to City Council. The project would place 50 U.S. flags along the Auglaize River on Heritage Drive during 5 major holidays per year. The project would also install a permanent 80 foot flag pole with a 20 x 30 foot flag at Belcher Park. Mr. Christiansen distributed plan specifications to Council for their review. President Doll put the matter into the Parks Committee for consideration.

Unfinished Business -

Mr. Kantner commented that the YMCA pool management agreement contract as presented to Council will not decrease in cost, contrary to a statement made in a previous Council meeting. Mr. Kantner asked that this be clarified for the public.

New Business-

President Doll read the following names for re-appointment to boards in 2023:

Three year terms to Board of Appeals – Building Code for John Rausch and James Stinebaugh, Board of Zoning Appeals for Will Crawford and Ernest Hollenbacher, and Waste Minimization for Amy Crow, Rodney Metz and Anthony Brookhart. Mr. Lee added that the following names are also needing re-appointment to the Lodging Tax Committee: Eric Ireland, Marlene Graf and John Rausch. Motion by Lee, second by Campbell to approve all stated reappointments. Vote – 6 yeas, 0 nays. Motion passed.

President Doll asked Clerk to read Ord 2022-70 for the third time re: ANNUAL APPROPRIATION ORDINANCE FOR FISCAL YEAR ENDING DECEMBER 31ST, 2023 AND DECLARING AN EMERGENCY.

Motion by Miller, second by Kantner to adopt Ord 2022-70. Vote – 6 yeas, 0 nays. Motion passed.

President Doll asked Clerk to read Ord 2022-71 for the third time re: AN ORDINANCE MAKING SUPPLEMENTAL APPROPRIATIONS AND DECLARING AN EMERGENCY.

Motion by Campbell, second by Dunlap to adopt Ord 2022-71. Vote – 6 yeas, 0 nays. Motion passed.

President Doll asked Clerk to read Res 2022-72 for the third time re: A RESOLUTION AUTHORIZING THE DIRECTOR OF PUBLIC SERVICE AND SAFETY TO ADVERTISE A REQUEST FOR QUALIFICATIONS (RFQ) FOR ARCHITECTURAL AND ENGINEERING DESIGN SERVICES FOR THE EXPANSION OF THE FIRE STATION AT 103 WILLIPIE STREET IN THE CITY OF WAPAKONETA.

Motion by Campbell, second by Kantner to adopt Res 2022-72. Vote – 6 yeas, 0 nays. Motion passed.

President Doll asked Clerk to read Res 2022-74 for the second time re: A RESOLUTION APPROVING A POOL MANAGEMENT AND OPERATIONS AGREEMENT WITH THE WAPAKONETA FAMILY YMCA FOR THE OUTDOOR POOLS AND WATERPARK FACILITY DURING THE 2023 POOL SEASON.

SSD Brillhart stated that the YMCA Board would like to make revisions to the contract term length and is requesting Council to table the Resolution at this time.

Motion by Kantner, second by Lee to table Res 2022-74. Vote – 6 yeas, 0 nays. Motion passed.

President Doll asked Clerk to read Ord 2022-75 for the first time re: AN ORDINANCE AMENDING SECTION 260.10(f) "PAY PLAN" OF THE CODIFIED ORDINANCES OF WAPAKONETA, OHIO FOR NON-COLLECTIVE BARGAINING UNIT EMPLOYEES.

President Doll asked Clerk to read Ord 2022-76 for the first time re: AN ORDINANCE AMENDING SECTION 260.17(A) "HOLIDAYS" OF THE CODIFIED ORDINANCES OF WAPAKONETA, OHIO AND

SECTION 5.04(A)(1) OF THE PERSONNEL POLICY AND PROCEDURE MANUAL FOR NON-COLLECTIVE BARGAINING UNIT EMPLOYEES.

President Doll asked Clerk to read Ord 2022-77 for the first time re: AN ORDINANCE AMENDING THE ANNUAL SALARY COMPENSATION FOR CITY COUNCIL MEMBERS AND THE COUNCIL PRESIDENT FOR THE CITY OF WAPAKONETA, OHIO.

Mayor report:

Conducted an employee review for WAEDC Executive Director, Mr. Logan O'Neill.
Attended OMEA Board meeting.
Efficiency SMART representative would like to give a presentation to City Council.
Met with Eitry Foundry to discuss the possibility of putting a couple area businesses on the solar grid.
Republican Central Committee will soon appoint a 4th Ward Councilmember.

Service Director report:

Still exploring possible location site for a Level 2 Electric Vehicle charging station.
Tax Incentives Review Committee still needs members.
Request for Utilities Committee to meet regarding an easement proposal at 1505 Apache Trail.
Mr. Dunlap asked for an update on the Harrison Street recycling drop-off location. SSD Brillhart advised that the City is exploring options for acoustic materials to lessen the sound.

Scheduling Committee Meetings:

Lodging Tax Committee will meet on January 3rd at 6pm at City Hall.
Parks Committee will meet on December 29th at 9am at City Hall.
Utilities Committee will meet on January 4th at 3pm at City Hall.

Miscellaneous Business:

Motion by Miller, second by Dunlap to enter executive session at 8:13pm to discuss pending litigation involving the City and inviting Administration. Vote – 6 yeas, 0 nays. Motion passed.

Motion by Miller, second by Dunlap to exit executive session at 8:35pm. Vote – 6 yeas, 0 nays. Motion passed.

Motion by Lee, second by Campbell to adjourn the meeting at 8:35pm. Vote – 6 yeas, 0 nays. Motion passed.

President

Clerk of Council