

President Chad Doll called the meeting to order at 7:30pm on September 18, 2023 at 701 Parlette Court with the following members present: Ross Kantner, Daniel E. Lee, Brandon Miller, Alex Greve, John Shepline and Terry Campbell. Mayor Steve Henderson and Safety Service Director Michael Brillhart were also present. There were 5 visitors present. Councilman Chad Dunlap and Law Director Grant Neal were absent.

Motion by Miller, second by Greve to approve the minutes of the September 5, 2023 Council meeting as submitted. Vote – 6 yeas, 0 nays. Motion passed.

The Lodging Tax Committee did not meet.

Utilities Committee – a meeting was held on 09-12-2023 and the following was discussed:

First on the agenda was a request for a right of way permit by Everstream internet services. The maps and plans were discussed. Jeremy Bishop was present to answer any questions. The committee asked if this would all be done in the right of way and not on any public lands. Mr. Bishop indicated that the plans do suggest so.

The committee saw no reason to decline the permit.

Mr. Campbell made the motion to all a right-of-way permit for underground construction by Everstream internet services for the installation of fiberoptic conduit on N. Water Street and Wapak-Cridersville Road as submitted.

The motion was seconded by Mr. Greve and passed unanimously.

Second on the agenda was an update concerning the Water Department. The water department is undertaking the surveying and construction of three new wells so as to supplant the fresh water supply available to the city of Wapakoneta. These wells will be paid for within the water department's budget. They will increase the water availability by approximately a million gallons. If we fail to add these wells in time, we will not be able to meet the EPA requirements. This plan has been in the works for over 10 years.

A motion was made by Mr. Campbell and seconded by Mr. Grieve to support the Wellfield expansion loan application request. This request is for the installation of three new wells, electrical and mechanical equipment, and pipeline at the Schaub Road Wellfield. With the construction cost estimated to be approximately \$1,915,211. This request to be financed through an OEPA loan with a 30 year term.

Motion passed 3-0

We were given a brief update on the water storage tank and water line extension project. There will be a public meeting on October 9th. With the new water tower in place the city of Wapakoneta will have approximately 2 days of water in the air and much better water pressure throughout the city. Choice One will be at the public meeting to answer any questions.

The third item on the agenda was the electric department status with the solar fields and when the public can put up solar units. The administration is working on preparing information for the city council so that we can have good guidelines for the city to help citizens install solar units. The committee does not want to move forward with any new solar farms until we have settled the process for our citizens to obtain solar units if they desire.

We had a brief discussion on water rates. At this time, we as a committee are waiting for more information before any recommendations are to be made.

In new business.

The EV station is up and will be activated when the rest of the construction is completed. The committee would like to thank Mike Sparks and JJ Tester for their service in helping with the recovery of Hurricane Idalia.

Mr. Campbell asked if an Ohio EPA loan will be used. Service Director Brillhart stated that the current recommendation is to finance in-house. Mr. Miller asked where the dollars will come from. SSD Brillhart answered that capital improvement funds would be used.

Lands & Buildings Committee – a meeting was held on 09-07-2023 and the following was discussed:

1) Engineering Department permanent relocation options

- 2) Proposed option for expansion improvements to the municipal building at 701 Parlette Court
- 3) Temporary options for relocation of the Engineering Dept
- 4) 208 Harrison Street Property

The city is looking at options on where to permanently move the Engineering Dept, once the current building is demolished to expand the Fire Departments building footprint. The city has an architectural firm (John Freytag) to find out whether the current administration building can be laid out in a way that can incorporate roughly five additional employees from the Engineering Dept. This option would involve modifications to what's currently here and constructing new council chambers. The current council chambers would then be converted to additional office space. Kantner made the motion, seconded by Campbell, to give the SSD the authority to continue the process of getting pricing for the potential construction project at 701 Parlette Court to incorporate the Engineering Department to that location.

A second option that is being discussed is to move the Engineering Department into the basement. This option isn't one that has a lot of traction with the staff that would have to work there, and the cost to make this happen would have a hefty price tag to convert it to have employees working down there. The committee doesn't view this as a long-term plan for the department; however, this option could still be used as a temporary option while the long-term plan is being constructed.

The city has also been discussing leasing some office space located at 15 Perry Street (Old Elks Building). This property is owned by Ted Shroyer. There is discussion with Mr. Shroyer that the city could lease some of this office space to house the Engineering for the period that it would take to construct permanent office space. The SSD is at least interested in looking at this location to see if it is a possibility.

Lastly, a call was received by the SSD to see if the city had any interest in purchasing the property located at 208 Harrison Street. This property is located next to our Public Works Department. SSD met with Cheryl Stahler and a couple of her staff to look at the property. An appraisal was performed by Jerry Meyer, and that appraisal was provided to the committee. The property is comprised of two parcels totaling 4.6 acres, with a combined appraised land and building value of \$175,748.00, with an additional \$28,650.00 in miscellaneous items value totaling \$204,398.00. The office building doesn't hold a lot of value in its current condition; however, the mechanic shop building is in decent condition. A motion was made by Kantner and seconded by Dunlap to allow SSD to pursue getting a value from a realtor on what they feel the property located at 208 Harrison Street could sell for.

There was a short conversation on if the 208 Harrison Street was purchased by the city, the recycling could be moved away from its current location and if needed, installing a gate to limit the times that recyclables could be dropped off.

Mr. Campbell asked Service Director Brillhart to obtain quotes for the expansion of the City Building at 701 Parlette Court.

Communications -

President Doll asked councilors to provide their preferred contact information to IT Matt Bell for the City's website.

Clerk McDonald reminded councilors of the Ohio Ethics Law training that will be provided on October 5th at the Wapakoneta High School.

Guest Petitions -

Mr. Josh Little of the Wapak YMCA requested street closures for the annual 'Children's' Hometown Holiday' event on December 1 & 2, 2023. Mr. Little noted the only change this year is the request to close affected streets to all traffic for safety purposes, as the event is growing in popularity. Motion by Campbell, second by Greve to approve the request. Vote – 6 yeas, 0 nays. Motion passed.

Mr. Little then provided Council with a summary of operations for the 2023 Wapak Water Park season, noting no major incidents occurred. Mr. Little supplied data on pool memberships purchased, weather factors, training, events and items needing repaired or replaced at the Water Park.

Unfinished Business –

Finance Committee – a meeting was held on 09-11-2023 and the following was discussed:

The first item discussed was brought by Auditor Wells. He approached the committee with concerns regarding the management of funds 205 and 207, which are the recreation and pool funds respectively.

Auditor Wells showed the committee budget data through August 2023 that showed both funds together in a deficit of about \$170,000 for the year. The auditor was very concerned about this fund and said that it is a direct hit to the general fund when funds such as these are mismanaged. The committee agreed and shared the auditor's concerns. These funds will be closely monitored for the rest of 2023 and then re-evaluated during the budgetary process. New recreation projects will likely need to be moved to 2024.

The second item of business discussed were funding options for the upgrades to the fire department building. This funding would likely come through a bond that would run from 15, 20, or 30 years depending on the council's wishes. The bond would be for \$4,000,000 in total to cover all costs associated with the project. Estimated yearly cost to the general fund for such a bond ranges from ~\$250,000 to ~\$380,000 depending on the term. The committee discussed the options, and it was noted that these bonds have the potential to be refinanced in the future to either lower the interest rate, reduce the term, or both. The committee will review the information further and make recommendations to SSD Brillhart in early October.

The final item of business was the refuse and recycling program discussion. Most of the members of the Waste Minimization committee were on hand to join in the conversation. The general consensus of the members of Waste Minimization was that our current refuse and recycling program has worked successfully for many years and has encouraged recycling through the pay-as-you-go program. They believe that giving up control of the program would be a poor idea because, in their words, there is no going back once we go private. They also worry about the quality of service when moving to a private contractor. They suggest trying to make improvements to our current program to keep it afloat.

There was a long discussion regarding data that was provided to us via SSD Brillhart. This data showed revenues and expenses for both refuse and recycling over the past few years, broken down by category. There were many questions from the group regarding the makeup of the revenue line for refuse. The committee asked SSD Brillhart to investigate whether the numbers provided were true yearly revenues, or if they included carryover amounts to equalize revenue and expenses. The auditor, before leaving early, pointed out that both funds had fairly large unencumbered balances of \$571,305.66 for refuse and \$336,965.48 for recycling. These numbers need to be discussed further with the auditor, because they show healthier funds than we anticipated to see in our analysis.

It was also noted that, if we do keep in house, our administration would prefer to retrofit lift bin arms to our current trucks and purchase refuse and recycling bins that could be picked up by the arms. They also would request a new truck be purchased within the next two years. This new in-house plan is estimated to cost around \$1,100,000 in total to complete the switchover. This information was provided as part of the data packet.

Also in the data packet, numbers were provided by SSD Brillhart as to what the increases in monthly customer bills would have to be to keep the program solvent and in-house exactly as it stands today. To cover the cost of the nearly \$700,000 carryover amount that is required to keep the refuse and recycling solvent, each customer account would likely see an increased cost of \$167 per year, per account. This translates to roughly an additional \$14 per month on customer bills above what is currently being charged. It is noted that we still have a few questions outstanding from administration (mentioned above) to confirm these numbers are 100% accurate.

It was also noted in the data packet that since January 2022, there have been over 100 sick leave hours used by public works staff due to refuse and recycling related injuries.

The committee will continue to review the proposed plans and seek better data.

Mr. Miller provided Council and Administration with a 'report on refuse and recycling project discussions'. The report summarized the concerns, budgeting figures and options the City is exploring with regards to refuse and recycling services within the City.

Mr. Kantner questioned the \$170,000 deficit mentioned by Auditor Wells within the Finance Committee report, stating that further reports do not reflect this figure.

New Business -

Council was provided a copy of the Wapakoneta Fire Department building expansion drawings and plans by Moody Nolan Architecture and Design. Service Director Brillhart stated the project is currently at 50% on construction documents and will likely go out for bid in January 2024. Mr. Campbell asked if there were concerns about the turning radius for our large fire trucks to exit the fire station building and enter the street. SSD Brillhart answered that this is being addressed within the engineering plans for the

expansion. Mr. Campbell asked if the sidewalk width along Perry Street will remain the same. SSD Brillhart answered, yes. Mr. Campbell asked if the project will be financed on a 30-year loan. SSD Brillhart answered that financing options are still be weighed. Mr. Greve asked what the usage will be for the additional bays in the building design. SSD Brillhart advised that two will be for vehicles and one will be for equipment storage.

Mr. Kantner then tendered his resignation from the Wapakoneta Area Economic Development Council board, effective immediately. Mr. Kantner stated he was grateful for the opportunity to serve but feels what is best for the City is for Mayor Elect Dan Lee to be appointed to the position. Motion by Kantner, second by Campbell to nominate Councilman Dan Lee to the WAEDC board. Vote – 5 yeas, 0 nays, 1 abstain (Lee). Motion passed.

Mr. Kantner noted he has received citizen complaints about dogs being off-leash at Veterans Park. Mr. Kantner reminded the public that the City does have a leash law in effect and also asked pet-owners to be responsible in cleaning up after their pets in public spaces.

Mr. Miller requested that the Health & Safety Committee explore options for a catch, spay, release program for stray cats in the area.

Mr. Campbell received a citizen complaint about the area of Stinebaugh Drive at 501, noting that it ought to be no-parking zone for safety. Mr. Campbell put the matter to Choice One Engineering for review.

President Doll asked Clerk to read Ord 2023-46 for the third time re: AN ORDINANCE AMENDING SECTION 1060.06(A)(1) "REFUSE AND RECYCLING RATES AND CHARGES" OF THE CODIFIED ORDINANCES OF WAPAKONETA, OHIO.

Mr. Miller noted that said ordinance does not pertain to the refuse and recycling services decision at hand, but rather, amending current ordinance language. Motion by Miller, second by Lee to adopt Ord 2023-46. Vote – 6 yeas, 0 nays. Motion passed.

President Doll asked Clerk to read Res 2023-47 for the third time re: A RESOLUTION AUTHORIZING THE DIRECTOR OF PUBLIC SAFETY AND SERVICE TO PURCHASE A STAGELINE SL100 MOBILE STAGE FOR THE CITY OF WAPAKONETA.

Motion by Campbell, second by Kantner to adopt Res 2023-47. Vote – 6 yeas, 0 nays. Motion passed.

President Doll asked Clerk to read Res 2023-48 for the third time re: A 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 by Lee, second by Miller to adopt Res 2023-48. Vote – 6 yeas, 0 nays. Motion passed.

President Doll asked Clerk to read Ord 2023-49 for the second time re: AN ORDINANCE AMENDING CHAPTER 274 "RECREATION BOARD" OF THE CODIFIED ORDINANCES OF THE CITY OF WAPAKONETA, OHIO.

President Doll asked Clerk to read Ord 2023-50 for the second time re: AN ORDINANCE AMENDING ORDINANCE 2017-13R SPECIFIC TO DESIGN REVIEW REGULATIONS FOR THE DOWNTOWN PRESERVATION DISTRICT IN THE CITY OF WAPAKONETA.

President Doll asked Clerk to read Ord 2023-51 for the second time re: AN ORDINANCE APPROVING THE EDITING AND INCLUSION OF CERTAIN ORDINANCES AS PARTS OF THE VARIOUS COMPONENT CODES OF THE CODIFIED ORDINANCES; PROVIDING FOR THE ADOPTION AND PUBLICATION OF NEW MATTER IN THE UPDATED AND REVISED CODIFIED ORDINANCES; REPEALING ORDINANCES AND RESOLUTIONS IN CONFLICT THEREWITH; AND DECLARING AN EMERGENCY.

President Doll asked Clerk to read Ord 2023-52 for the first time re: AN ORDINANCE AUTHORIZING THE EXECUTION OF THE 2023-2028 FIXED VOLUME ENERGY SUPPLY SCHEDULE WITH AMERICAN MUNICIPAL POWER, INC. ("AMP") AND DECLARING AN EMERGENCY.

SSD Brillhart noted that large energy users are permitted to obtain cost estimates from third party vendors for the purchase of bulk power.

Motion by Campbell, second by Miller to suspend the rules for Ord 2023-52. Vote – 6 yeas, 0 nays. Motion passed.

Motion by Lee, second by Shepline to adopt Ord 2023-52. Vote – 6 yeas, 0 nays. Motion passed.

President Doll asked Clerk to read Res 2023-53 for the first time re: A RESOLUTION AUTHORIZING THE CONSTRUCTION OF THE WELLFIELD EXPANSION WATER FACILITIES PROJECT AT THE WATER TREATMENT PLANT ALONG SCHAUB ROAD FOR THE WATER DEPARTMENT.

Mayor report:

Attended CIC Board meeting.

Sent councilors the Efficiency Smart report.

Test borings underway for Water Reclamation Facility.

Meeting with George Luce about refuse and recycling.

Zoom meeting with Ohio Mayors Association.

Works continues on Phase 3 with Eitri.

Gold Star event will occur this Sunday.

Mr. Campbell asked for an overview of Efficiency Smart. Mayor Henderson will invite a member of Efficiency Smart to speak to Council about their program.

Service Director report:

Provided details regarding the 3-well expansion that will add 3.4 million gallons of available water per day to the City.

Solar Field project details forthcoming this week.

Behind the Meter program details will be provided by the end of October.

Working with staff on the update to the 5 year capital improvement program.

Mr. Miller requested the Wapak Water Park needs be considered in the capital improvement plan.

Mr. Campbell noted that the Tree Commission needs budget help.

Mr. Greve asked if the person who vandalized the Breakfast Optimist Park had been apprehended. Mayor Henderson replied, yes. Mr. Campbell suggested upgrades to the security camera system.

Mayor Henderson requested the Streets & Alleys Committee review the need for a 3-way stop at Benton and Water Streets due to traffic congestion.

Mr. Lee suggested replacing more of the City's restroom locks with timed locks.

President Doll asked about the status of the City's annual audit. SSD Brillhart noted it has not yet been received.

Scheduling of Committee Meetings:

Lodging Tax Committee will hold a meeting on October 16th at 6:15pm at City Hall if needed.

A public meeting will be held on October 9th at 7:30pm at City Hall to present information on the three million gallon water tower and water distribution lines extensions project on Short Road.

Committee of the Whole will be held on October 9th at 8pm at City Hall to discuss the City's refuse and recycling service options.

Miscellaneous Business-

Mr. Campbell stated that 300 feet of additional fencing is needed on the west side of Veterans Memorial Park.

Motion by Miller, second by Lee to enter executive session at 8:50pm to consider the purchase of property for public purposes and inviting City Administration. Vote – 6 yeas, 0 nays. Motion passed.

Motion by Miller, second by Campbell to exit executive session at 9:07pm. Vote – 6 yeas, 0 nays. Motion passed.

Motion by Miller, second by Greve to adjourn the meeting at 9:07pm. Vote – 6 yeas, 0 nays. Motion passed.

President

Clerk of Council