

Willard, Ohio  
January 18, 2022

The Council of the City of Willard, Ohio met in regular session on Monday, January 18, 2022, with the Council President, calling the meeting to order. The meeting was opened with prayer by Pastor Steve McKnight, CMA Church.

**Roll Call:** Alan Babcock, Joseph Daniel, Michael Elmlinger, James Johnson, Jacob McKenzie, Diane Olson, and Davis Sattig present.

**Minutes:** Minutes of the Council Meeting held on January 3, 2022, were presented for approval. In that copies of the minutes were furnished to each Councilperson prior to the meeting, there were no request they be read. Moved by Olson seconded by Babcock that they be approved as received. In a called vote therein Babcock, Daniel, Elmlinger, Johnson, McKenzie, Olson and Sattig voted yea. Motion carried.

**CITIZENS DISCUSSION:** None

**BID PROPOSALS:** None

**SPECIAL ORDER OF BUSINESS:**

- 1. Zoning Board of Appeals- need** to appoint 5 members to Board serving a two-year term. McKenzie appointed Chuck Danhoff for Ward II. Sattig appointed David Smith for Ward III. Babcock, Johnson, and Olson voted yea. Motion carried.  
Nick Kousma is reappointed as At Large member. Daniel, Elmlinger, McKenzie and Sattig voted yea. Motion carried
- 2. Personal Appeals Board-** Mr. Wade Eden was contacted and agreed to another term. Moved by Olson seconded by Babcock. In a called vote Babcock, Daniel, Elmlinger, Johnson, McKenzie, Olson and Sattig voted yea. Motion carried. that Mrs. Karen Robinson will be contacted concerning the position.
- 3. Board of Review on Income Tax-** Mr. Randy Wagner and Mr. David Frye both agreed to another term. Moved by Olson. In a called vote Babcock, Elmlinger, Johnson, McKenzie, Olson, and Sattig voted yea. Daniel abstained. Motion carried.
- 4. Public Hearing** for Ordinance fixing the wages of Recreation Department Employees.
- 5. City Development Commission** met on Tuesday, January 11, 2022, at 7:00 p.m. Moved by Olson seconded by Babcock that Council accepts and place on file the minutes for the CDC meeting. In a called vote Babcock, Daniel, Elmlinger, Johnson, McKenzie, Olson and Sattig voted yea. Motion carried.  
Daniel asked for discussion on the subject of sidewalk issues and is there going to be sidewalks at all? Hamons commented that the CDC didn't see a need for sidewalks unless a neighboring property installed sidewalks, and that could change, and if City Council wants sidewalks. Daniel explained how much nicer the areas look that do have sidewalks and people frequently use them. Now we have issues due to not having sidewalks on US RT 224. His thought is that sidewalks need to be on at least one side of Theo Moll Drive. We have to start somewhere he added. We are putting in walking paths and sidewalks at the park and reservoir and it is very nice. Sattig asked if the sidewalks are required? Daniel clarified that if the neighboring properties add sidewalks; then they will. Hamons explained that the company that is planning to build the storage units are submitting very rough plans. They do not have ownership of the property yet.  
Daniels also expressed concern with the layout, phases, and times limits. Hamons agrees with Daniel. McKenzie added that residents living by the hospital might appreciate having a sidewalk to get to the storage units; if they used the roadway, it could possibly be a safety issue. Elmlinger added that sidewalks might not have been put in with the consideration of future construction was complete, but with this planned now might be a good time to do it. Moved by Olson seconded by Daniel that the motion to build storage units on Theo Moll Drive be Lay on the Table. In a called vote Babcock, Daniel, Elmlinger, Johnson, McKenzie, Olson and Sattig voted yea. Motion carried.
- 6. Personnel Merit Board and City Development Commission** – Jim Gray is moving to Attica next month; he needs replaced on both of these committees. He sent resignation for Personnel merit Board but still needs one for City Development Commission.

James Sellers has agreed to take the position on the Personnel Merit Board. Moved by Olson seconded by Babcock that James Sellers is to replace Jim Gray on the Personnel Merit Board. In a called vote Babcock, Daniel, Elmlinger, Johnson, McKenzie, Olson and Sattig voted yea. Motion carried.

#### **COMMUNICATIONS & PETITIONS:**

**TABLED ITEMS:** None

#### **REPORTS FROM COMMITTEES:**

- 1. Charter/Legislative – McKenzie, Johnson**
- 2. Finance – Johnson, Olson, Sattig**
- 3. Public Works – Babcock, Daniel**
- 4. Safety – Babcock, Daniel, Olson**
- 5. Utilities – McKenzie, Daniel, Olson**

**REPORTS FROM OFFICERS:** Finance Report for **December** 2021 was reviewed. Moved by Olson seconded by Babcock, that Council accepts the Finance Directors Report for December 2021. In a called vote Babcock, Daniel, Elmlinger, Johnson, McKenzie, Olson and Sattig voted yea. Motion carried.

Elmlinger asked for clarification of some Funds, Transfers and Expenses. Huff and Hamons answered accordingly.

#### **CITY MANAGER'S REPORT:**

Mr. Bryson Hamons started his City Managers report by announcing plans for tours in the City Plants when the weather gets warmer to show the various updates and repairs.

Bryson introduced Mike Gardner who was recently hired as the Building Safety Inspector. Mike replaces Don Eckstein. Mike has been in the building business for the past 50 years. His job is to inspect buildings for safety, electrical, plumbing, structural and dilapidation. He's looking forward to his position.

The next second Harvest Food Giveaway is February 1<sup>st</sup>.

After replacing the original electric baseboard heating in the depot with a new forced air furnace last year with Covid Relief Funds, early heating bills are showing a savings of \$300 a month.

Sophie Harvey, a student at Willard Elementary School, was selected as one of the Division of State Fire Marshal Fire Safety Poster Winners for Ohio. Her poster will be on display at the annual Fire Expo in June. Congratulations to all the Willard students who participated in the contest.

Amanda Brown recently submitted her resignation as police dispatcher. She has been with the department since 2020. We thank her for her time at the department and wish her the best of luck in her future endeavors. We will be advertising immediately for her replacement.

The police Department is lining up interviews for a Police Officer. These candidates are pulled from the National Testing Network.

Huron County Public Health Department has announced plans to purchase a building located at 392B Howard Street. They plan to be able to serve the residents of Willard and surrounding areas better in the bigger building.

The City Development Commission gave their conditional approval for Ohio Stor-N-Lock to construct mini storage units along Theo Moll Drive. The City Manager will report back to the CDC about concerns from tonight's meeting.

Marsha Danhoff was hired as the new Community Development Director. She will begin her new part time role March 1.

We are tentatively looking at hosting a paint recycling day for our residents in conjunction with our spring trash collection. A company would be on site for a couple of hours the day of the event to collect and recycle the paint from our residents. That will be paid with the recycle fee on the water bill.

The Fire Department is once again applying for the S.A.F.E.R. Grant. The grant would allow us to hire 5 additional Firefighters for 3 years if awarded. Staffing is beginning to be an issue.

The Wastewater Treatment Plan recently received word that the pretreatment plan that was submitted in 2019 has been approved by the Ohio Environmental Protection Agency. The plan adjusted the local limits on certain substances coming into the plant and will implement suggested enforcement measures to violators.

The Fire Department recently received a \$3000 grant from Firelands Electric Operation Round -Up for a new Thermal Imaging Camera. The old one broke. The cameras total cost was \$5700. It is used to help with search and rescue efforts in a fire.

The courts are doing virtual court in City Council on a television, instead of physically coming here. It is going well except for a minor printer issue that will be resolved.

Council requested to accept the following donations:

\$1,305.06 from the Willard Community towards the Park and Recreation Fund for the Christmas Festival of Lights.

\$571.21 from the Willard Community towards the Park and recreation Fund for the Christmas Festival of Lights. Moved by Olson seconded by Babcock that this donation be accepted by Council. In a called vote Babcock, Daniel, Elmlinger, Johnson, McKenzie, Olson and Sattig voted yea. Motion carried.

Johnson commented that the Pollination field at the reservoir looked great the first year now it's all weeds again. Hamons replied that the Ohio Department of Natural Resources did that and yes, the first year looked good. He thinks that annuals were used. It will be looked into. Johnson asked about the emergency ordinance that was passed tonight, amending the emergency ordinance from last meeting, concerning someone's pay and do we need to retro pay? Huff explained that it does not. The ordinance goes into effect January 9<sup>th</sup>, for a pay date of January 27<sup>th</sup>.

Sattig asked if this was a year for an extra pay cycle on the calendar? Huff replied that no it is not. Johnson questioned why there was 2 emergency Ordinances? Huff replied that the amendment is not dollar related, its title related. The titles were duplicated, and it was referring to rescue squad pay but called them part time firefighters instead of part time EMT's. We fixed language, we saw it and wanted to clean it up and make it right. There was no change in any dollar figures.

#### **ORDINANCES AND RESOLUTIONS:**

##### **ORDINANCE NO. 5907-22**

AN ORDINANCE FIXING THE WAGES OF RECREATION DEPARTMENT EMPLOYEES was presented by the Council President for its final reading by title only. This was done by the Council Clerk.

Moved by Olson seconded by Babcock that the Ordinance be adopted. In a called vote Babcock, Daniel, Elmlinger, Johnson, McKenzie, Olson and Sattig voted yea. Motion carried.

##### **ORDINANCE NO.5908-22**

AN ORDINANCE AMENDING ORDINANCE 5903-21 FIXING THE WAGES OF CERTAIN CITY OFFICIALS, FIRE DEPARTMENT PERSONNEL, AND OTHER CITY EMPLOYEES, AND DECLARING AN EMERGENCY, was presented by the Council President for its first reading by title only. This was done by the Council Clerk.

Moved by Olson seconded by Babcock that the Ordinance be declared an emergency measure and the rule requiring it to lay over for 7 days be waved. In a called vote, Babcock, Daniel, Elmlinger, McKenzie, Olson and Sattig voted yea. Johnson voted No. Motion carried

Moved by Olson seconded by McKenzie that the Ordinance be adopted. In a called vote Babcock, Daniel, Elmlinger, Johnson, McKenzie, Olson and Sattig voted yea. Motion adopted.

#### **COUNCIL/MAYOR COMMENTS:**

Mayor Joseph Daniels is glad to see positions getting filled with the hiring of Marcia Danhoff and Mike Gardner. Appreciate Mike coming on board he brings lots of experience to our community. I think Marcia will do well for us and I do think we need a grocery store.

Johnson Wanted to congratulate Deb on her first solo day. I'm sure you were uptight coming into it, but you did just fine.

Mrs. Olson also welcomed Mike and also Marcia Danhoff. I think they will be great assets to the City; they will do great work for us.

Jacob McKenzie welcomed Mike and Marcia. Also wanted to say thank you to Bryson for all the hard work that he is doing. He was able to look into a sign issue with me, (separate from the flag issue) putting some signs in on spring street, letting everyone know that there is a big, giant curb there and

some vehicles want to drive through that and into the yard and apartments sometimes. He was able to help take care of that, and I really appreciate it, and looking out for the safety of the city.

Sattig dittoed what Diana said.

Elmlinger also welcomed Mike to the team. I think you have done a really fine job filing all of the open positions.

Moved By Olson seconded by Babcock that Council adjourn. In a called vote Babcock, Daniel, Elmlinger, Johnson, McKenzie, Olson and Sattig voted yea. Motion carried.

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President of Council

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Clerk of Council