

Willard, Ohio
January 3, 2022

The Council of the City of Willard, Ohio met in regular session on Monday, January 3, 2022, with the Clerk of Council, calling the meeting to order. The meeting was opened with prayer by Sister Diane Hay, Mercy Willard.

Mrs. Debra McKinney, Clerk of Council, gave the Oath of Office to the four Ward Council people who will take office at this meeting: Joseph Daniel, Jacob McKenzie, David Sattig and Michael Elmlinger. They were elected at the November 2nd municipal election for a 4-year term.

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

Mr. David Sattig nominated Mr. Michael Elmlinger as President of Council. Moved by Mr. Sattig seconded by Mr. Joseph Daniel that nominations be closed and a unanimous ballot be cast for Mr. Elmlinger. In a called vote therein Babcock, Daniel, Elmlinger, Johnson, McKenzie, Olson, and Sattig voted yea. Motion carried. Mr. Elmlinger elected President of Council.

Mr. Elmlinger was then sworn in by Mr. Brian Donnamiiller, Assistant Law Director.

Mr. Elmlinger took over the meeting.

Mrs. Diane Olson nominated Mr. David Sattig as President of Council Pro Tem. Moved by Mrs. Olson and seconded by Mr. Daniel that nominations be closed and that a unanimous ballot be cast for Mr. Sattig. Mr. Sattig elected President of Council Pro Tem.

Mr. Sattig was sworn in by the Assistant Law Director.

Mr. James Johnson nominated Mrs. Debra McKinney as Clerk of Council. Moved by Mr. Johnson and seconded by Mrs. Olson that the nominations be closed and a unanimous ballot be cast for Mrs. McKinney. Mrs. McKinney elected as Clerk of Council.

Mr. Sattig nominated Mrs. Bridget Tipton for Clerk of Council Pro Tem. Moved by Mr. Sattig and seconded by Mrs. Olson that nominations be closed and a unanimous ballot be cast for Mrs. Tipton. Mrs. Tipton elected Clerk of Council Pro Tem.

Mr. Alan Babcock nominated Mr. Joseph Daniel as Mayor. Mr. Babcock moved that the nominations be closed and a unanimous ballot be cast for Mr. Daniel. Mr. Daniel elected as Mayor.

Mr. Daniel nominated Mr. Alan Babcock for Vice Mayor. Moved by Mr. Sattig that the nominations be closed and a unanimous ballot be cast for Mr. Babcock. Mr. Babcock elected as Vice Mayor.

At this time the Assistant Law Director administered the Oath of Office to the above parties.

MINUTES: Minutes of the Council meeting held December 20, 2021, were presented for approval. In that copies of the minutes were furnished each Councilperson prior to the meeting, there was no request they be read. It was requested by Mr. Sattig, that Mr. Bryson Hamons' answer of "No" to his question of whether or not the position of full time Park and Recreation Director had been publicly advertised and if Mr. Hamons had ever investigated Kim's personnel file, be added to the minutes. Moved by Mrs. Olson seconded by Mr. Babcock that they be approved and corrected. 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**
Mr. Daniel stated that Mr. Rick Adams agreed to stay on. Mrs. Olson stated that someone would be needed to fill Mr. Bob Owens position. Mr. Elmlinger stated that Mr. Andy

Reiderman would stay on. Mr. David Smith and Mr. Nick Kousma would be contacted concerning their positions. It was moved by Mrs. Olson and seconded by Mr. Babcock that Mr. Rick Adams be reappointed for Ward I and Mr. Andy Reiderman for Ward IV, Zoning Board of Appeals. Babcock, Johnson, and Olson voted yea. Motion carried.

2. **Personal Merit Board-** Mrs. Ashley Daub has agreed to serve another term.
3. **Personal Appeals Board-** Mr. James Funk was contacted and has agreed to serve another term. Mr. Wade Eden and Mrs. Karen Robinson will be contacted concerning their positions.
4. **Board of Review on Income Tax-** Mrs. Renee Steinmetz has agreed to another term. Mr. Randy Wagner and Mr. David Frye will be contacted concerning their positions.
5. **Volunteer Firefighters Dependents Fund Board-** Mr. Daniel agreed to another term. Mr. McKenzie has agreed to a term.
6. **City Tree Commission-** Mr. David Long and Mr. Sattig both have agreed to another term.

It Was moved by Mrs. Olson seconded by Mr. Babcock that the above appointments be approved by council. In a called vote, Babcock, Daniel, Elmlinger, Johnson, McKenzie, Olson and Sattig voted yea. Motion carried.

7. **Public Hearing** for Ordinance to allow for the transfers needed for the City of Willard, State of Ohio, during the Fiscal Year Ending December 31, 2022.

COMMUNICATIONS & PETITIONS:

TABLED ITEMS: None

REPORTS FROM COMMITTEES: *(current appointees, Council President needs to set up new committees)*

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

REPORTS FROM OFFICERS:

CITY MANAGER’S REPORT:

Mr. Bryson Hamons started his report by congratulating the board members and welcoming Jacob McKenzie.

January 12, 2022, from 3-5 p.m. is the next Second Harvest Food Giveaway. Mr. Hamons is pleased to announce that in 2021 the Second Harvest Food giveaways distributed 160 tons of food, \$38,313 in grant funding was used for food, \$0.12 per pound on average, 32% of those receiving food distributions were children and 18% were seniors age 60 and above; lastly 56% of the households receiving food distributions were from the 44890-zip code.

The Christmas Festival of Lights, at the Willard City Park, concluded this past Saturday. This was the second year for the light display. It received rave reviews from the community and received \$1869.03 in donations, which and the City plans on paying the electric bill with the donations it received and making it bigger next year.

The City partnered with the Willard City Schools for the annual Wreath Across America Celebration. Nearly 50 volunteers, consisting of city workers, school employees, students, alumni and community members helped place 639 wreaths at Greenwood Cemetery and surrounding cemeteries. A wreath was placed at every veteran’s grave site in our cemetery.

The Huron County Health Department recently distributed 3,600 COVID tests to 600 vehicles at the Willard City Park. Each car received 6 Binax home test kits.

Tawa Mulch recently ground the brush pile that was at the City Garage into mulch. The wood pile from the trimmed trees from last year and this year was auctioned off. The area of the brush pile and wood pile is getting cleaned up.

The wastewater scum concentrator rehab project is finished. Monday, December 27th the wastewater treatment plant opened back up for grease haulers. This project was budgeted for 2022

due to delays in parts but with its completion in 2021 it will save us \$14,000 from the 2022 budget. Through November septic and grease hauler have brought in \$97,779 which surpassed our all time high of \$90,027 in 2016. This grease is great revenue for us.

We are in the process of hiring for the Community Development Director. There were 3 that applied for the position.

There were 3 submissions for Criteria Architect for the police station rehab. The walls inside the police station have been settling for years causing floors to crack and doors not to open. The Ohio Revised Code requires a Criteria Architect to project the scope and cost estimate for the project. When and if we do decide to do the project the contractor will have to stay within the parameters of the Criteria Architect. Since we have selected a Criteria Architect we will come back to the Council with the estimate before we move forward with this project.

The new pedestrian signs we ordered in the summer for the crosswalk by the school at the intersection of Myrtle and Perry Street, have arrived and have been installed. They are a little bigger and more visible than the other ones.

The mobile speed sign was recently moved to Spring Street. The sign will be moved periodically to different location around the City.

Mike Gardner was recently hired as the Building Safety Inspector. Mike replaces Don Eckstein. We are looking forward to Mike stepping into this position.

Council requested to accept the following donations

\$8,636.59 from Willard Moose Lodge to go towards the Decoration Fund.

Moved by Mrs. Olson seconded by Mr. Babcock that this donation be accepted by Council. In a called vote, Babcock, Daniel, Elmlinger, Johnson, McKenzie Olson and Sattig voted yea. Motion carried.

\$100 from Don and Shirley Leininger towards the Clock Tower Fund.

Moved by Olson seconded by McKenzie that this donation be accepted by Council. In a called vote, Babcock, Daniel, Elmlinger, Johnson, McKenzie, Olson and Sattig voted yea. Motion carried.

Mrs. Olson commented that we are very fortunate to have Second Harvest and food donations, and to think that 160 tons of food was distributed to our city we are very fortunate.

Mr. Hamons added that the Second Harvest food boxes are assembled at the warehouse in Lorain. He's looking into getting a City crew together on a volunteer basis to help put them together.

Mr. Sattig asked how are we with COVID; are the City employees back to normal?

Mr. Hamons replied that we are closer to normal but not back to normal, we had 7 out with COVID at one time they are all back. 1 employee is working from home from the Police Department and we had one new case this weekend.

Mr. McKenzie asked since we have the mobile speed sign at Spring Street it maybe it would be beneficial to put up a slow children at playing signs there also? He didn't know if there were enough children in the area to meet the criteria for a sign.

Mr. Hamons will have the Engineer look into it and see what he recommends.

Mr. Johnson commented on the City light display and how impressive the dancing Christmas tree lights were synced to the radio station. He also commented on how beneficial the COVID test kits were and how they helped keep his family Christmas safe.

Mr. Hamons commented that there are covid test kits available for city employees.

ORDINANCES AND RESOLUTIONS:

ORDINANCE NO. 5905-22

AN ORDINANCE TO ALLOW FOR THE TRANSFERS NEEDED FOR THE CITY OF WILLARD, STATE OF OHIO, DURING THE FISCALYEAR ENDING DECEMBER 31, 2022, 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.

AN ORDINANCE FIXING THE WAGES OF CERTAIN CITY DEPARTMENT HEADS, 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 Babcock that the Ordinance be adopted. In a called vote Babcock, Daniel, Elmlinger, Johnson, McKenzie, Olson and Sattig voted yea. Motion adopted.

ORDINANCE NO

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

COUNCIL/MAYOR COMMENTS:

Mayor Joseph Daniels wanted to welcome and congratulate Mr. McKenzie, he's looking forward to working with him and everyone who was sworn in tonight. He thanked Council for electing him for another term as Mayor and glad that Mike Gardner is an employee of the City.

Mrs. Olson agreed and ditto.

Mr. Babcock welcomed Jacob McKenzie and thanked the City Manager and recognized that he was up at the City Park working turning on the lights with a flashlight.

Mr. Johnson welcomed Mr. McKenzie and everyone else.

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.

President of Council

Clerk of Council