

President Pro Tem Chad Doll called the meeting to order at 7:30pm on March 21, 2022 at 701 Parlette Court with the following members present: Ross Kantner, Daniel E. Lee, Brandon Miller, Chad Doll, John Shepline, Terry Campbell and Chad Dunlap. Law Director Grant Neal, Interim Mayor Steve Henderson and Safety Service Director Michael Brillhart were present. There were 4 visitors present.

Mr. Campbell stated that regarding the paving of alleys, it was discovered that in the past the City split the cost with the surrounding property owners. Mayor Henderson noted he was unaware and wishes to see documentation on the matter.

Motion by Lee, second by Campbell to approve the minutes of the March 7, 2022 Council meeting as submitted. Vote – 7 yeas, 0 nays. Motion passed.

Committee of the Whole – a meeting was held on 03-10-2022 and the following was discussed:

Meeting of City Council members to openly discuss issues from the Parks Committee that allows all Members' input to be considered before taking recommendations/decisions to City Council for consideration and/or legislation.

Per "Rules of Council": No official action can be taken at a Committee of the Whole meeting.

Chair Kantner mentioned an article from Wapak Daily News March 8 edition "Looking Back 25 Years Ago" and the fact City Council was dealing with issues within the Parks and Rec Committee then, as we still are now.

Also mentioned that in speaking with Safety Service Director from 25 years ago and why we have the Parks Director answering to the Park Rec Board rather than Administration, was informed that 25-30 years ago when the ordinance was passed for the Parks Director, the only money for that department came from the Hauss-Helms Foundation, and thus needed oversight by a board.

Statement was made by Kantner we have the funds to properly fund the Parks Department. It is time to change.

Kantner mentioned an information discussion he had with the Parks Superintendent, from the City of Van Wert, OH.

Discussion of Parks Director Job Description.

First question proposed was "Do Council Members believe the Parks Director position should be a Full-time position with direct report to SSD?"

Consensus of Counselors was the city should employ a full-time Parks Director/Superintendent who would answer to the SSD, just as other City Superintendents do.

Discussion on what does the position look like, and what jobs/tasks/responsibilities should the Parks Director be responsible for?

Interim Mayor Henderson handed out a draft job description for review and discussion.

List compiled of jobs/tasks/responsibilities that included many suggestions such as;

Manage pool / or relationship with pool management (YMCA)

Manage/oversee Parks Department employees / budget / equipment / inventories

Manage/oversee city recreation sports activities

Create/manage intramural (city) leagues such as pickleball

Manage/oversee relationship with athletic associations (Baseball, Soccer)

Manage/oversee all parks' and facilities' maintenance (cleaning, mow grass, snow removal, clean and supply bathrooms)

Work with other City Superintendents as needed (snow removal)

Work with / meet with Rec. Board (advisory committee)

Work/co-ordinate with City/community entities (ie: Tree Commission, Chamber of Commerce)

Co-ordinate and promote public and private partnerships

Pursue, promote and Co-ordinate fundraising and/or donations from organizations

Administrative functions such as scheduling / reservations for park facilities (gazeboes, shelter houses)

Co-ordinate with groups using park facilities

Co-ordinate with Police Department to monitor parks and lock/unlock bathrooms

Statement made we need to "Change the paradigm"

How the Parks Department is handled by the City (direct report to SSD NOT Rec. Board)

Park Director should be helping our residents have positive/quality of life opportunities.

Point person for ANY Parks related issue. Member of city committees (IE:Perry St. Beautification Project)
B. Miller referred to the draft job description and statement under "Qualifications" for a 4 year degree.
Councilors concurred that a degree would be preferred, but not required.
Brandon also stated that he looked up the median pay for a recreation director in the state of Ohio is \$65,000.00/year.

Brandon stated the recent discussion about the Perry St. Park is a perfect case study as to why we need a Parks Director, as that person would have been involved with the discussion, planning and decisions.
Interim Mayor Henderson stated that the he is breathing new life into the Tree Commission

Further discussion on Parks Director job/tasks/responsibilities

Chad Doll stated this person could be the point person for talking to and/or soliciting support from service/community organizations.

Steve H. stated that this person WILL be considered a department director or superintendent and participate in department heads' meetings.

Jack Hayzlett spoke to the fact Wapakoneta has many of the things that other cities have in their recreation department, but Wapak has never had a true recreation department director that everything goes through, such as recent 1st Fridays request or permanent stage request. Those folks did not have a point person to go to or ask questions.

We also have organizations such as WRI that has ran the baseball program for years. We need to be careful not to step on toes that have taken care of those programs.

Discussion that we as a city do not want to take over all these programs, but rather have an identified point person (Parks Director) to work with those groups who use our facilities.

Jack stated that the Parks Department is currently doing everything that is on the draft job description. He asked what other activities/tasks would City Councilors like to see him do that he is not currently doing, as his job is currently primarily park maintenance?

Suggestions compiled that included:

Pickleball

Par-3 Golf

Frisbee Golf

Parks Director needs to be a full-time, point person for communication and to show we are serious about our Parks.

Parks Director to report directly to SSD.

Must review ordinance that created Parks Director position (part-time position reporting to Rec Board)

Create nature walk

Visit other cities to find out what activities are successful

Per Steve Henderson, Michael is taking notes on this discussion to come up with a good job description.

Discussion on Perry St. parking lot "Park".

Question proposed by Kantner - Do Council Members see value in designating area a "park".

All councilors concur "It IS a park"

Steve mentioned the Facebook post regarding naming the park.

There will be no parking in front of the park

Comment by Chad Dunlap regarding signs for additional parking directing to lot behind town. Need a larger sign or the "P" for parking to indicate where the parking is.

Discussion on parking behind town.

Discussion on signage to help folks find the Perry St. Parking Lot.

Council Members thoughts on "Beautification Project"?

Plans approved by Council to include "green space" to include trees/shrubbery

Naming of the Park:

Per Steve Henderson, there are already many name suggestions on Facebook.

Other:

John Sheipline brought up the issue of the parking lot behind town. That area is privately owned, and many owners are not willing to talk about fixing/blacktopping their properties until the city cleans up the power poles and such.

Much work is being done, but that was a project with the State of Ohio so we do have some constraints.

Dog Park – Will be moved out by the Electric Department.

Per Steve, Jim Smith is going to start putting fence up. Should be completed by March 25

Spoke with Mrs. Judy Strauser regarding the tree dedicated to her son.

Per Steve, everything will be moved to the new Park. It will be exactly the same dimensions as the old park.

Look at possibility of adding a metal struck at the Dog Park.

Next action steps for Parks Committee?

At next Council Meeting (March 21) Parks Committee will recommend SSD to proceed with paperwork to State as explained by SSD.

Kantner noted that SSD Brillhart cannot submit paperwork to the State to have the Perry Street park area recognized as a park until it is officially named.

Communications -

Clerk McDonald gave a final reminder to elected officials to file their annual financial disclosure with the Ohio Ethics Commission.

Clerk McDonald read an annual notice from the Ohio Division of Liquor Control allowing Council the opportunity to object to any liquor permit renewal.

Guest Petitions -

Mr. Jim Limbert of 817 Aster Drive and representing the Wapakoneta Eagles, requested Council's permission for an alley closure behind Eagles on May 15th from 1pm-5pm for their annual picnic.

Motion by Campbell, second by Shepline to approve the request. Vote – 7 yeas, 0 nays. Motion passed.

Unfinished Business -

Mr. Doll noted that the street closure requests submitted last Council meeting by the 'First Fridays' Committee still need official approval by Council.

Motion by Lee, second by Dunlap to approve the requests. Vote – 6 yeas, 0 nays, 1 abstain (Miller). Motion passed.

New Business -

SSD Brillhart noted a request to abandon a utility easement in the Bovee Estates subdivision in middle of vacant lots #20 and #21 off of Biscayne Blvd. The purpose of the request is to build a home in the middle of the two lots. The City's Engineering Department investigated and noted that easements in that area will not need to be extended. Motion by Campbell, second by Kantner to approve the request. Vote – 7 yeas, 0 nays. Motion passed.

Mr. Miller advised that the mural to be painted on the Coleman Building downtown from May 6th to May 10th be closely monitored by police due to the scaffolding that will be set-up there.

President Pro Tem Doll asked Clerk to read Res 2022-13 for the third time re: A RESOLUTION AUTHORIZING THE DIRECTOR OF PUBLIC SERVICE AND SAFETY TO ENTER INTO A PURCHASE AGREEMENT FOR ONE (1) CASE MODEL 621GXR LOADER THROUGH SOUTHEASTERN EQUIPMENT COMPANY, INC.

Motion by Miller, second by Dunlap to adopt Res 2022-13. Vote – 7 yeas, 0 nays. Motion passed.

President Pro Tem Doll asked Clerk to read Res 2022-14 for the third time re: A RESOLUTION AUTHORIZING THE DIRECTOR OF PUBLIC SERVICE AND SAFETY TO ENTER INTO AN AGREEMENT WITH PARKS DRILLING COMPANY FOR THE INSTALLATION OF TWO (2) DRILLED SHAFT EARTH EXCAVATIONS FOR THE ELECTRIC DEPARTMENT.

Motion by Campbell, second by Shepline to adopt Res 2022-14. Vote – 7 yeas, 0 nays. Motion passed.

President Pro Tem Doll asked Clerk to read Ord 2022-15 for the third time re: AN ORDINANCE AUTHORIZING THE DIRECTOR OF PUBLIC SERVICE AND SAFETY TO SET SPECIFICATIONS, ADVERTISE FOR BIDS, AND EXECUTE A 2022 RECLAMITE PROGRAM FOR THE VARIOUS STREETS WITHIN THE CITY OF WAPAKONETA

Motion by Kantner, second by Lee to adopt Ord 2022-15. Vote – 7 yeas, 0 nays. Motion passed.

President Pro Tem Doll asked Clerk to read Res 2022-16 for the third time re: A RESOLUTION DECLARING THE NECESSITY OF CONSTRUCTING AND/OR REPAIRING CERTAIN SIDEWALKS IN THE CITY OF WAPAKONETA, COUNTY OF AUGLAIZE, STATE OF OHIO, REQUIRING AUTHORIZATION BY CITY COUNCIL.

Motion by Campbell, second by Miller to adopt Res 2022-16. Vote – 7 yeas, 0 nays. Motion passed.

President Pro Tem Doll asked Clerk to read Ord 2022-17 for the third time re: AN ORDINANCE MAKING SUPPLEMENTAL APPROPRIATIONS AND DECLARING AN EMERGENCY.

Motion by Lee, second by Campbell to adopt Ord 2022-17. Vote – 7 yeas, 0 nays. Motion passed.

President Pro Tem Doll asked Clerk to read Res 2022-18 for the second time re: A RESOLUTION AUTHORIZING THE DIRECTOR OF PUBLIC SERVICE AND SAFETY TO SET SPECIFICATIONS, ADVERTISE FOR BIDS, AND EXECUTE AN ASPHALT OVERLAY, CRACK SEAL, CAPE SEAL PROJECT USING TAX LEVY MONIES

President Pro Tem Doll asked Clerk to read Ord 2022-21 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 Pro Tem Doll asked Clerk to read Ord 2022-22R for the second time re: AN ORDINANCE ESTABLISHING JOB TITLES AND PAY RANGES FOR NON-COLLECTIVE BARGAINING UNIT EMPLOYEES OF THE CITY OF WAPAKONETA IN COMPLIANCE WITH CHAPTER 260 OF THE CODIFIED ORDINANCES OF WAPAKONETA, OHIO.

President Pro Tem Doll asked Clerk to read Res 2022-23 for the first time re: A RESOLUTION AUTHORIZING THE DIRECTOR OF PUBLIC SERVICE AND SAFETY TO ENTER INTO A PURCHASE AGREEMENT FOR A YEAR 2021 DODGE RAM 3500 4X4 SERVICE TRUCK THROUGH UTILITY TRUCK EQUIPMENT, INC.

President Pro Tem Doll asked Clerk to read Ord 2022-24 for the first time re: AN ORDINANCE MAKING SUPPLEMENTAL APPROPRIATIONS AND DECLARING AN EMERGENCY.

Mayor report:

Met with Travis Rohrbach regarding the Wapak Dog Park. As you may recall, Travis did the fundraising and construction of the existing park as part of obtaining his Eagle Scout designation. He is very passionate about the park. He is happy that the city worked so diligently on relocating this dog park in such a timely fashion.

Met with Justin Waid regarding the re-location of the Wapak Dog Park. Met with Michael Fisher regarding speed issues on Sunrise Drive.

Met with Bill Thomas regarding street signage regarding "children at play" on Sunrise Drive. Met with Dave Fisher to discuss options for the new dog park...catalog enclosed.

Met with Wilbur Wells, Josh Little and his team, Cheri Wiegand and Michael Brillhart to discuss the final touches on the city's pool agreement with the YMCA.

Met with Jack Hayzlett and Michael Brillhart to discuss clarity in the parks director position. Swore in our newest police officer, Mr. Joshua Cox.

Met with Joe Koenig to discuss his Lima Street property.

Met with Scott Cisco and his team from Auglaize County Solid Waste, as well as Michel Brillhart to discuss options going forward with the city's relationship. Michael Brillhart and I have a scheduled meeting with Erica Preston and the three county commissioners on March 29

Last Friday I toured the Logan Recycling Facility in Botkins. As you may recall that facility is currently taking all of the commercial cardboard from the city of Wapakoneta.

Had a conference call with EITRI Foundry regarding phase three.

Met with Bas Kester of The Ohio Greenhouse Company to discuss their "Giving Back" program. Very informational...stay tuned to the Wapakoneta Daily News for the details.

Had two conference calls with Michael Bierne, APPA regarding legislation that is currently being proposed.

Attended a waste minimization meeting.

I walked the West Benton Street project which is progressing quite nicely!

I visited the new dog park to see the progress. We did have to cut down three small pine trees to accommodate the new off street parking lot. One was dead and the other two were full of bag worms. P

Attended a tree commission meeting. We are trying to breathe new life into that committee. It is my firm belief that my switching the meeting time and place will lend itself to better board participation. Phil Valentine has agreed to volunteer his time as well as Rachel Barber.

Mayor Henderson added that the City Farm will be accepting yard waste from residents during the month of April free of charge.

Mr. Lee asked for an update on the 24 hour recycling drop-off location complaints. Mayor Henderson answered that the glass dumpsters might be moved to alleviate the sound.

Service Director report:

Mr. Brillhart announced a groundbreaking ceremony for the new Water Reclamation Facility will occur on April 19th at 10am.

Mr. Miller noted there was confusion regarding the solicitor permit license forms. Mr. Brillhart answered that modifications were made to the form and those clarifications were communicated to applicants.

Law Director report:

Regarding the City's condemned properties, insurance representatives need to be contacted.

The 'Designated Outdoor Refreshment Area' boundary changes are still being worked on.

Mr. Campbell asked for an update on the Easttown property. Mr. Neal stated that parties involved need to be gathered to execute the paperwork.

Scheduling Committee Meetings:

Lodging Tax Committee will meet on April 18th at 6:15pm at City Hall.

Streets & Alleys Committee will meet on March 31st at 3pm at City Hall.

Miscellaneous Business:

Motion by Miller, second by Dunlap to enter executive session at 8:02pm to review pending litigation and to consider the acquisition of property and inviting City Administration. Vote – 7 yeas, 0 nays. Motion passed.

Motion by Miller, second by Dunlap to exit executive session at 8:12pm. Vote – 7 yeas, 0 nays. Motion passed.

Motion by Lee, second by Campbell to adjourn the meeting at 8:13pm. Vote – 7 yeas, 0 nays. Motion passed.

President Pro Tem

Clerk of Council