

President Chad Doll called the meeting to order at 7:30pm on May 19, 2025 at 701 Parlette Court with the following members present: Alex Stinebaugh, Jessica Muhlenkamp, Brandon Miller, Alex Greve, John Shepline and Chad Dunlap. Safety Service Director Tyler Price and Law Director Grant Neal were also present. There were 5 visitors present. Mayor Dan Lee and Councilman Terry Campbell were absent.

Motion by Dunlap, second by Shepline to approve the minutes of the May 5, 2025 council meeting as submitted. Vote – 6 yeas, 0 nays. Motion passed.

Finance Committee – a meeting was held on 05-12-2025 and the following was discussed:

The committee began by approving its prior meeting minutes. Motion by Shepline, second by Campbell to approve.

The primary business of the committee was to continue discussions regarding the potential of the city to charge organizations for city services performed during events. SSD Price provided the committee with financial figures of the general costs to the city of servicing such events and information regarding the practices of other similar communities. The administration cited many examples of communities who currently charge for such services, and the Police Chief noted that there are less auxiliaries to cover these extra events. The police department is required to ask full time officers to cover, which often hurts morale and runs up overtime cost.

To provide a middle solution, the committee discussed the possibility of re-writing the lodging tax ordinance so that a portion of the funds are redirected to a general fund account that the departments can charge back from after expending resources to cover events ran by non-profit organizations. This way, the non-profits would still not have to pay for city services when running events, but the departments would be compensated from funds that are already designated for tourist-related events. It was estimated that costs to the departments are roughly \$30,000 per year to service non-profit events in the community, and so that will be our guidepost when discussing the percent of lodging tax dollars to set aside. It was noted that the lodging tax has, in recent years, brought in around \$100,000 per year. The committee was generally in agreement to move forward with this strategy, and the chairman asked Ms. Muhlenkamp to organize a meeting of the lodging tax committee for the purpose of discussing updates to the ordinance. The chairman will also work with the law director to draft such legislation. The Director of Safety and Service will draft a new policy document reflecting these changes as well. It was made clear that this new policy applies only to non-profit organizations, and that for-profit organizations will have to pay to cover city services performed during their events moving forward.

Other topics discussed in the concluding part of the meeting included the following:

- Compost from the city is currently about half the price of other communities. SSD Price would like to increase the price to better reflect market prices
- SSD Price would like to increase the price of special pickups because of the increasing county recycling costs
- Per a follow-up from the previous council meeting, the SSD will write a new ARPA ordinance that reflects actual spending from that fund. The administration has done a deep dive into the spending from ARPA to be sure it complies with regulation. The new ordinance will be presented to council for approval.

Mrs. Muhlenkamp stated that the Lodging Tax had not been receiving the actual lodging tax dollar amounts, but rather, only an amount former Auditor Wilbur Wells felt was sufficient. Mrs. Muhlenkamp asked if previous lodging tax dollars will be rolled back to their proper fund, and will current Auditor Anderson provide the actual receipts. SSD Price agreed that any lodging tax dollars coming in should be available in that fund for said purposes. Mr. Miller clarified, the previous auditor did not provide the actual amounts of lodging tax dollars to the committee. Mr. Dunlap asked, where did this money go?

Mrs. Muhlenkamp asked City Administration for the plan if the lodging tax dollars fall short at the end of the year. SSD Price answered this needs further consideration.

Communications -

Clerk McDonald read a letter from the Ohio Division of Liquor Control stating a permit change from: J & M Tacketts LLC, DBA Moes Dugout 4 Patio & Walkin Beer Coolers, 106 N. Wood St, Wapakoneta, Ohio to:

Derek M. Solomon, DBA Moes Dugout 4 Patio & Walkin Beer Coolers, 106 N. Wood St, Wapakoneta, Ohio. Council did not request a hearing.

Unfinished Business -

Mr. Miller asked if any review is needed for the 'Designated Outdoor Refreshment Area' program renewal this fall. SSD Price stated the program should rollover unless there are identified issues or problems.

President Doll asked Clerk to read Ord 2025-18 for the second time re: AN ORDINANCE AMENDING SECTION 1480.04 OF THE CODIFIED ORDINANCES OF THE CITY OF WAPAKONETA SPECIFIC TO THE ESTABLISHMENT AND MEMBERSHIP OF THE DESIGN REVIEW BOARD.

Law Director Neal noted that the quorum requirement is met if a majority of members are present, despite vacant seats. Mr. Shepline added that due to the current 6 members, tie votes can occur. Adding a 7th member would help avoid tie votes as well as further ensure a quorum for meetings due to frequent absences. Mrs. Muhlenkamp stated that adding a 7th member is helpful only if the seat does not have special requirements.

Mrs. Deb Zwez of 613 E. Pearl Street and the vice-president of the Downtown Wapakoneta Partnership approached Council to explain that the original intention was to give the chairman the tie-breaking vote. A gentleman by the name of Bill Walters was under the impression that he had voting powers but has not, therefore the board wishes to add him as a member. President Doll requested Lands & Buildings Committee and Law Director Neal research the matter further before the next Council meeting.

President Doll asked Clerk to read Ord 2025-20 for the first time re: AN ORDINANCE AMENDING SECTION 1060.06 OF THE CODIFIED ORDINANCES OF THE CITY OF WAPAKONETA REGARDING LARGE AND IRREGULAR SIZED ITEMS AND SALE OF COMPOSTED MATERIAL.

President Doll asked Clerk to read Res 2025-21 for the first time re: A RESOLUTION AUTHORIZING THE DIRECTOR OF PUBLIC SERVICE AND SAFETY TO SET SPECIFICATIONS, ADVERTISE FOR BIDS, AND EXECUTE A GRIND AND PAVE CONTRACT FOR VARIOUS STREETS IN THE CITY OF WAPAKONETA.

President Doll asked Clerk to read Res 2025-22 for the first time re: A RESOLUTION AUTHORIZING THE DIRECTOR OF PUBLIC SERVICE AND SAFETY TO SET SPECIFICATIONS, ADVERTISE FOR BIDS, AND EXECUTE SIDEWALK REPAIRS, REPLACEMENTS, AND ADDITIONS IN THE CITY OF WAPAKONETA.

Mr. Miller stated the sidewalk needs are paid for with the budgeted sidewalk fund. SSD Price added the specific list of sidewalks are within said ordinance language. Mr. Dunlap asked if there were any residents still paying for sidewalks from past repairs and replacements. SSD Price answered, not that he is aware of.

President Doll asked Clerk to read Ord 2025-23 for the first time re: AN ORDINANCE AMENDING ADOPTED ORDINANCE 2024-03 AUTHORIZING THE APPROPRIATION OF AMERICAN RESCUE PLAN ACT FUNDS FOR INVESTMENTS IN INFRASTRUCTURE, GOVERNMENT SERVICES, AND OPERATIONS.

Motion by Miller, second by Dunlap to suspend the rules for Ord 2025-23. Vote – 6 yeas, 0 nays. Motion passed.

Motion by Miller, second by Greve to adopt Ord 2025-23. Vote – 7 yeas, 0 nays. Motion passed.

Service Director Report:

Utility office will be closed May 27th for new carpet installation.

Fire Department's bicycle rodeo event was a success.

Text alerts from the City are operational.

Becker project on Middle Street continues. Poles will be moved to the east side of Mongol's.

Water reclamation flow augmentation is underway.

Mrs. Muhlenkamp asked about the new entertainment stage setup process. SSD Price answered that this went well.

Mr. Miller asked for an update on the pole repair near Krave Creamery. SSD Price answered, no update.
Mrs. Muhlenkamp asked about power washing for downtown. SSD Price stated the work will be done this week.

Mr. Sheipline noted Public Works is in need of a new dump truck due to large holes in the truck bed. SSD Price stated he is aware and exploring vehicle lease or purchase options.

Mr. Greve stated weeds are growing in the tree beds downtown and need removed.

Law Director report:

Regarding the DWP ordinance, the language states the majority of the membership of the board shall constitute a quorum. A majority of the membership of the board at a given time constitutes a quorum for voting purposes, and this includes the chairman.

Scheduling Committee Meetings:

Lodging Tax Committee will be meeting on May 21st at 1pm at City Hall.

Parks Commission will meet on May 27th at 8pm at City Hall.

Lands & Buildings Committee will be meeting May 27th at 6pm at City Hall.

Miscellaneous Business -

President Doll wished everyone a happy and safe Memorial Day weekend.

Motion by Dunlap, second by Greve to adjourn the meeting at 8:02pm. Vote – 6 yeas, 0 nays. Motion passed.

President

Clerk of Council