

President Chad Doll called the meeting to order at 7:30pm on December 1, 2025 at 701 Parlette Court with the following members present: Alex Stinebaugh, Jessica Muhlenkamp, Brandon Miller, Alex Greve, John Sheipline, Terry Campbell and Chad Dunlap. Law Director Grant Neal and Mayor Dan Lee were also present. There were 6 visitors present. Safety Service Director Tyler Price was absent.

Motion by Sheipline, second by Greve to approve the minutes of the November 17, 2025 council meeting as submitted. Vote – 7 yeas, 0 nays. Motion passed.

Lodging Tax Committee – a meeting was held on 11-21-2025 and the following was discussed:

The meeting began by discussing the First on the Moon, Inc. application for the Moon Menu Trail. Originally created during the 2019 celebration, the Moon Menu Trail is an opportunity for both residents and visitors to experience a variety of food and beverages from Wapakoneta businesses. FOTM is requesting \$8,800 to kick off the Moon Menu Trail again with marketing, food photography, and prizes for those who complete the “food trail.” There was a brief discussion among the committee about hoping to find additional ways to encourage local residents to participate as well as visitors. Marlene Graf suggested looking into an article in Ohio Magazine to showcase the trail.

Jessica Muhlenkamp let the committee know that since she served on the board of the organization she would be abstaining from the voting. The project scored at 24.67 on the rubric. Eric Ireland made a motion to approve the project with full funding with a second by Marlene Graf. The motion passed.

There was a brief discussion about the available funds and the availability for carryover for next year, based on the spreadsheet provided by the City there is approximately \$65,000 left to spend.

The second application was from the Riverside Art Center for a mural on the side of the Miller's Textiles Building on Bellefontaine Street. This project would use the same materials as similar projects on both the Kelsey building and the RAC building in downtown Wapakoneta. The project has a total cost of just over \$20,000 with a \$12,000 ask to the Lodging Tax. The committee discussed asking for a prospective date to ensure funds were utilized in a timely matter. The project scored a 22.75 on the rubric. Marlene Graf made a motion to award the RAC \$12,000 for the project with a second by Dan Lee. The motion was passed.

Motion by Muhlenkamp, second by Miller to approve \$8800 of lodging tax funds towards the 'Moon Menu Trail' application. Mrs. Jackie Martell of 411 W. Auglaize Street and representing the First on the Moon Committee, explained the marketing efforts and possible expansion planned for the 'Moon Menu Trail' program. Vote – 6 yeas, 0 nays, 1 abstain (Muhlenkamp). Motion passed.

Motion by Muhlenkamp, second by Sheipline to approve \$12,000 of lodging tax funds towards a mural installation on the Miller's Textiles Building. Mrs. Deb Fischer of the Riverside Art Center supplied Council with a proof of the mural design for review. Mrs. Fischer stated the mural will cover the majority of the Bellefontaine Street side of the building, and the artwork's longevity should last approximately fifteen years. Mrs. Muhlenkamp stated that the current lodging tax balance is \$65,000 with additional funds coming in January 2026. Vote – 7 yeas, 0 nays. Motion passed.

Mrs. Muhlenkamp added that she will continue to invite lodging tax applicants to Council meetings to provide answers about project specifics.

Guest Petitions–

Mrs. Deb Zvez of 613 E. Pearl Street and representing the Downtown Wapakoneta Partnership, explained efforts to continue to establish Wapakoneta as an official “main street city” under the Heritage Ohio Program. Committee structure including organization, design, economic vitality and other factors are being re-evaluated in order to fit the parameters of this program. The DWP remains committed to the façade improvement program, and Mrs. Zvez asked Council to consider continuing to budget \$20,000 per year for the next three years for façade projects. Mrs. Zvez added that the DWP is also requesting a separate \$10,000 be set aside, again for the next three years, as the city's contribution to fund a future full-time employee to manage the “main street city” program. Consultants are assisting with these plans and hiring would likely occur during the 3rd quarter of 2026. Mr. Campbell noted that the city should

reconsider efforts to repave parking areas downtown along the Auglaize River, adding that there are many property owners that would need to be on-board with the project. Mr. Miller added that the proposed employee should work closely with the city's code enforcement officer as well. President Doll asked Finance Committee to keep the DWP's requests in mind during 2026 budget discussions.

Unfinished Business -

Mr. Campbell noted that maintenance has been completed to an alley and on-street parking restrictions have been added in the area of Jefferson and Blackhoof Streets for better traffic visibility.

New Business -

President Doll announced the upcoming dedication of a tiny library at Belcher Park on December 18th at 4pm.

President Doll asked Clerk to read Ord 2025-40 for the third time re: AN ORDINANCE AMENDING SECTION 1028.99 OF THE CODIFIED ORDINANCES OF THE CITY OF WAPAKONETA SPECIFIC TO THE PENALTY FOR VIOLATIONS OF CHAPTER 1028 "TREES".

Motion by Campbell, second by Miller to adopt Ord 2025-40. Mr. Campbell noted the ordinance is needed to adjust current fines for damaging a tree in order to have adequate funds to replace it. Vote – 7 yeas, 0 nays. Motion passed.

President Doll asked Clerk to read Ord 2025-41 for the third time re: AN ORDINANCE AUTHORIZING THE DIRECTOR OF PUBLIC SERVICE AND SAFETY TO PURCHASE A FREIGHTLINER M2 TRUCK FOR THE CITY OF WAPAKONETA ELECTRIC DEPARTMENT AND TO UPFIT THE VEHICLE WITH REQUIRED EQUIPMENT.

Motion by Dunlap, second by Campbell to adopt Ord 2025-41. Mr. Greve asked if the purchase will be replacing a current vehicle. Mayor Lee answered, yes, with the older model being sold on govdeals.com. Vote – 7 yeas, 0 nays. Motion passed.

President Doll asked Clerk to read Res 2025-43 for the second time re: A RESOLUTION AUTHORIZING THE SUBMISSION OF AN ADDITIONAL TWO-MILL TAX LEVY IN EXCESS OF THE TEN-MILL LIMITATION FOR PARKS AND RECREATION PURPOSES TO THE BOARD OF ELECTIONS FOR SUBMISSION TO THE ELECTORS OF THE CITY OF WAPAKONETA.

Mr. Miller reiterated that the matter will be placed on the ballot in spring of 2026. The city currently has a 1 mil levy in place for parks, and the proposal is to increase this to a 2 mil levy on re-valued property. Mrs. Muhlenkamp added that the Recreation Advisory Commission will discuss campaign communication efforts to the public.

President Doll asked Clerk to read Ord 2025-45 for the second time re: AN ORDINANCE AUTHORIZING THE DIRECTOR OF PUBLIC SERVICE AND SAFETY TO PURCHASE WIRE AND WIRE HARDWARE FROM ANIXTER, INC. FOR VARIOUS CITY PROJECTS.

President Doll asked Clerk to read Ord 2025-46 for the first 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.

Mr. Miller asked about the job titles listed within the recreation department. Mayor Lee stated that administration is working towards restructuring this department and determining appropriate titles and job descriptions.

President Doll asked Clerk to read Ord 2025-47 for the first time re: AN ORDINANCE MAKING TEMPORARY APPROPRIATIONS FOR FISCAL YEAR 2026 AND DECLARING AN EMERGENCY.

Clerk McDonald gave a reminder that the public hearing for said ordinance is scheduled for December 15th, 7:15pm at City Hall. Mr. Miller noted a full budget including transfers will be presented to council in the new year. Also, a typo was found under the wastewater treatment line that will need corrected by Auditor Anderson. Mrs. Muhlenkamp also questioned the ARPA line item.

Mayor Report:

Leaf Truck is back in service and running.

Trap and Release to start small and soon.

Met with the RAC to discuss park improvements and options.

Giving Tree at city hall. Contact city hall if you would like to participate.

We are working on the Ohio Checkbook to make all of our financials easily accessible to our citizens.

Working on fixing the lights at Veterans Park. A PO was approved. Could be as much as an 8 week lead time to get the equipment and get them installed.

Children's Home town Holiday is this weekend. Please come out and enjoy this event.

Mr. Campbell asked why garbage pickup did not take place last Friday on Woodlawn Drive. Mayor Lee will look into this.

Mr. Campbell noted the Tree Commission meets tomorrow at 8am, and asked if documents will be provided as needed for the Tree City USA designation. Mayor Lee agreed to look for this also.

Mr. Greve asked how long leaf pickup will occur. Mayor Lee answered, until the service is no longer needed.

Law Director Report:

Met with the Records Commission.

Scheduling Committee Meetings:

Finance Committee will meet December 8th at 6pm at City Hall.

Motion by Dunlap, second by Miller to adjourn the meeting at 8:16pm. Vote – 7 yeas, 0 nays. Motion passed.

President

Clerk of Council