

**RECORD OF PROCEEDINGS**

Minutes of City of Willard, Ohio Council

Meeting

Held October 2

2023  
Willard, Ohio

October 2, 2023

The Council of the City of Willard met in regular session on Monday, October 2, 2023, with the President of Council calling the meeting to order. The meeting was opened with Prayer led by Jetty Damian.

**ROLL CALL:** The Clerk called the roll and reported the following councilpersons present: Babcock, Daniel, Elmlinger, Johnson, McKenzie, Olson and Sattig.

**MINUTES:** Minutes of the Regular Council meeting and Council Work Session held on September 18, 2023, were presented for approval. In that copies were furnished to each Councilperson prior to the meeting, there was 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 DISCUSSIONS:** Mary Habig, Director of SCAT (Seneca-Crawford Area Transportation) introduced the new public transportation agency coming to Huron County starting January 1, 2024. Their hours of operation are Monday- Friday 5 a.m. – 6 p.m. Transportation is open to all ages and can transport within and out of Huron County. Website: [www.senecascal.org](http://www.senecascal.org) and Facebook: [www.facebook.com/SCATtransportation](http://www.facebook.com/SCATtransportation).

**BID PROPOSALS:**

**SPECIAL ORDER OF BUSINESS:** The council had before them the minutes of the September 27<sup>th</sup> Zoning Board of Appeals meeting. Moved by Olson seconded by Babcock that the council accepts and place on file the Zoning Board of Appeals minutes for September 27, 2023. In a called vote, Babcock, Daniel, Elmlinger, Johnson, McKenzie, Olson and Sattig voted yea. Motion carried. Moved by Olson seconded by Babcock to accept the ZBA recommendations for both variance requests. In a called vote, Babcock, Daniel, Elmlinger, Johnson, McKenzie, Olson and Sattig voted yea. Motion carried.

- The ZBA made a recommendation to the City Council to consider changing the required setback from 20-foot to 12-foot if it does not cause any visibility issues. The council stated that no change will be made, and a variance is still needed.

**COMMUNICATIONS AND PETITIONS:** None.

**TABLED ITEMS:** None.

**REPORTS FROM COMMITTEES:**

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

**REPORTS FROM OFFICERS:**

**REPORT FROM CITY MANAGER:**

Hydrant flushing started today and should be finished on Thursday.

This Friday, October 6<sup>th</sup>, the Historical Society is having their ribbon cutting ceremony at 11 a.m.

KEM (K.E. McCartney & Associates) has been hired as the project engineer and is in the process of right-of-way acquisition from property owners for the

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GOVERNMENT FORMS &amp; SUPPLIES 944-224-9398 FORM NO. 10148

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project. The project will include 5-foot sidewalks on both sides of 224 from Main Street to Myrtle Avenue, including new drive approaches and pedestrian crossings to comply with ADA guidelines. Two grants from ODOT will cover 95% of the cost, leaving the city responsible for the remaining 5%. This project is expected to start in 2025.

The City of Willard was named Tree City USA for the 43<sup>rd</sup> consecutive year. There are only six other cities in the state that have received the designation longer than Willard, with the top being Springfield, Westerville, and Wooster. To meet the criteria of Tree City USA, a city must maintain a tree board (there is a current opening), have a community tree ordinance, spend at least \$2 per capita on urban forestry, and celebrate Arbor Day.

The Willard Dog Park has raised enough funds to complete Phase 1 of the project and will begin Phase 2. Phase one included removing the old fence, grading the former softball infield area, and ordering the installation of the fence. Phase 2 of the project will include signage, concrete work, drinking fountain, agility obstacles, benches, and possibly a small shelter area. Anyone wishing to donate to Phase 2 can contact Kim at the park or myself here at the city hall.

The Columbia Gas line project still has around 3,000 feet of the main line to place and approximately 75 service lines. Their target date is December 1, with the hope of finishing in the middle of November. Later this week they will be restoring sidewalks and replacing blacktops. Next year, they will be working on Spring Street and after that project they do not plan on being back in town for 30 years.

Update on Goods in the Woods; we have around 50 vendors and new this year is a Scarecrow decorating contest for individuals, businesses, organizations, and families. Four winners will be awarded a \$50 prize.

### Council is requested to accept the following donations:

\$300 (\$100 each) from the class of 1964, Dale and Carla Tanner, and Michael and Sheron Hosler toward the Clock Fund. Moved by Olson seconded by Babcock that this donation be accepted by Council. In a called vote, Babcock, Daniel, Elmlinger, Johnson, McKenzie, Olson, and Satig voted yea. Motion carried.

\$3000 from The United Fund of Willard toward the Park and Rec Department. Moved by Olson seconded by Babcock that this donation be accepted by Council. In a called vote, Babcock, Daniel, Elmlinger, Johnson, McKenzie, Olson, and Satig voted yea. Motion carried.

### President asked for Questions-

Elmlinger questioned how the CDL class was coming along, Hamons stated that there are currently 6 people signed up.

Johnson asked when the leaf pickup will be, Hamons stated there is no specific date and is weather dependent at this time.

- The Utilities Committee will meet on Wednesday, October 11<sup>th</sup> at 3:30 p.m.

Daniel was glad to see the retention ponds mowed.

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**ORDINANCES AND RESOLUTIONS:**20 23**Resolution No. 2578-23**

A RESOLUTION IN THE MATTER OF THE APPROVAL OF THE SOLID WASTE MANAGEMENT PLAN FOR THE HURON COUNTY SOLID WASTE MANAGEMENT DISTRICT, was presented by Council President for its first reading by title only. This was done by the Council Clerk

Moved by Olson seconded by Babcock that the rules be suspended, and the Resolution adopted on its first reading. In a called vote, Babcock, Daniel, Elmlinger, Johnson, McKenzie, Olson, and Sating voted yea. Motion carried.

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

**Resolution No. 2579-23**

A RESOLUTION AUTHORIZING THE RELEASE OF A MORTGAGE LIEN ON 220 WOODBINE STREET, WILLARD, OHIO, was presented by Council President for its first reading by title only. This was done by the Council Clerk

Moved by Olson seconded by Babcock that the rules be suspended, and the Resolution adopted on its first reading. In a called vote, Babcock, Daniel, Elmlinger, Johnson, McKenzie, Olson, and Sating voted yea. Motion carried.

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

**Resolution No. 2580-23**

A RESOLUTION TO CREATE A NEW SPECIAL REVENUE FUND 216, SAFETY SERVICE TAX FUND, TO ACCOUNT FOR THE FUNDS RECEIVED AND EXPENSES ASSOCIATED WITH THE ONE-HALF OF ONE PERCENT (1/2%) INCOME TAX FOR THE PAYMENT OF COSTS FOR THE HIRING, CONTINUED EMPLOYMENT, AND TRAINING OF PERSONNEL OF THE FIRE DIVISION AND POLICE DIVISION OF THE CITY OF WILLARD, AND THE PURCHASE OF EQUIPMENT FOR SAID DIVISIONS, was presented by Council President for its first reading by title only. This was done by the Council Clerk

Moved by Olson seconded by Babcock that the rules be suspended, and the Resolution adopted on its first reading. In a called vote, Babcock, Daniel, Elmlinger, Johnson, McKenzie, Olson, and Sating voted yea. Motion carried.

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

**Resolution No. 2581-23**

A RESOLUTION TO CREATE THE SOUTHERN FIVE REGIONAL SEWER DISTRICT FUND 815 TO ACCOUNT FOR THE REVENUE AND EXPENSES ASSOCIATED WITH BILLING AND COLLECTION OF THE REGIONAL SEWER DISTRICT FEES, was presented by Council President for its first reading by title only. This was done by the Council Clerk

Moved by Olson seconded by Babcock that the rules be suspended, and the Resolution adopted on its first reading. In a called vote, Babcock, Daniel, Elmlinger, Johnson, McKenzie, Olson, and Sating voted yea. Motion carried.

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

**COUNCIL/MAYOR COMMENTS:**

Daniel- stated that the Clock Tower is looking good and explained a sidewalk assistance plan when planting trees that could help with the roots not damaging the sidewalks.

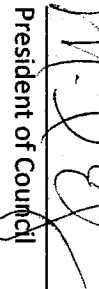
Babcock- stated that the boulevard looks great and explained that the sidewalk program that we create needs to be reasonable and fair to the citizens. He also thanked the city for always having a place to have the Southern Five Sewer District meetings.

Olson- congratulated the city for the Tree City award.

Sattig- questioned if the utility committee was meeting to discuss rate increases for 2024.

Bryson Hammons won a rain barrel at the Tree City USA ceremony; this is the first time he has ever won a prize!

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

  
President of Council

  
Clerk of Council