

## RECORD OF PROCEEDINGS

Minutes of

Meeting

Held \_\_\_\_\_

20 \_\_\_\_\_

Willard, Ohio  
November 20, 2023

The Council of the City of Willard met in regular session on Monday, November 20, 2023, with the President of Council calling the meeting to order. The meeting was opened with prayer by Pastor Michael Leonard.

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

**MINUTES:** Minutes of the Regular Council meeting held on November 6, 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, Olson and Sattig voted yea. Motion carried.

**CITIZENS DISCUSSION:**

**BID PROPOSALS:** None.

**SPECIAL ORDER OF BUSINESS:** The council had before them the minutes of the November 6th Zoning Board of Appeals meeting. Moved by Olson seconded by Daniel that council accepts and places on file the Zoning Board of Appeals minutes for November 8, 2023. In a called vote Danel, Elmlinger, Olson and Sattig voted yea. Motion carried. Moved by Olson seconded by Daniel to accept the ZBA recommendations for the variance request. In a called vote Daniel, Elmlinger, Olson and Sattig voted yea. Motion carried. Babcock abstained from his vote.

**COMMUNICATIONS AND PETITIONS:** None.

**TABLED ITEMS:** None.

**REPORTS FROM COMMITTEES:**

Charter/Legislative- McKenzie, Johnson  
Finance- Olson, Sattig  
Public Works- Babcock, Daniel  
Safety- Babcock, Daniel, Olson  
Utilities- McKenzie, Daniel, Olson

**REPORTS FROM OFFICERS:** Finance Report for October 2023 was presented for approval by the Finance Director. Moved by Olson seconded by Babcock that Council accepts and place on file the Finance Director's Report for October 2023. In a called vote, Babcock, Daniel, Elmlinger, Olson and Sattig voted yea. Motion carried.

**REPORT FROM CITY MANAGER:** Condolences in the passing of Mark Holden, the Detective for the Willard Police Department. The residents are invited to honor Mark by displaying a blue light outside this week.

The Fire Department also responded to an electrocution at the Blossom Nursing Home. Lucas Skaggs went above and beyond and rescued both males from the accident.

The next food giveaway is tomorrow, November 21st, from 3-5 pm.

The Fire Department received a \$2,500.00 marathon grant for safety equipment through a Marathon Community Investment Program grant. The

RECORD OF PROCEEDINGS

Minutes of

Meeting

Held \_\_\_\_\_ 20 \_\_\_\_\_

department will purchase an oscillating nozzle. We thank the Marathon Company for this generous grant.

The City of Willard is seeking statements of qualifications from design-build firms interested in being considered by the City as the potential design-build firm for the potential restoration of the police department.

Andrew Hanshoe recently published an article in the November/December edition of Public Safety Communications. This is his second nationally published article, which is titled "Back on Track. Responding to Derailments Depends on Rail Company, Cooperation and Cracking the Coded Language of Trains". Andrew has been employed with the Willard Police Department since January 2017.

The Christmas Festival of Lights begins December 8 and runs every Friday, Saturday, and Sunday through Saturday, December 30, from 6:30 to 10 pm. Join us Saturday, December 16th, as we honor our fallen veterans by placing wreaths at their grave. The community is invited to participate in the ceremony and wreath laying at Greenwood Cemetary at 9:00 am.

ANEW is having a Christmas decorating contest that'll feature four categories. The Griswold Award (most lit), Hallmark Christmas (picture-perfect), People's Choice (most Facebook likes), and Hometown Proud Award. Participants can submit their entries to: [contest@willardohio.gov](mailto:contest@willardohio.gov).

The City is currently collecting registration fees for 2024 for any landlord who leases residential property, contractors, and trash haulers. The street department continues with the leaf collection. Two recent new hires have completed their CDL training and obtained their Class B licenses. This year's Christmas Tree was donated by Star of the West and is installed and lit at the Roy Doster Plaza.

The bid for the Water Systems Improvement Project has been rescheduled For Thursday, November 30th at 1 pm, due to the holidays.

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

\$1,728.95 from the Willard Moose Club towards the Christmas Festival of Lights. Moved by Olson seconded by Babcock that this donation be accepted by Council. In a called vote, Babcock, Daniel, Elminger, Olson, and Sattig voted yea. Motion carried

**President asked for Questions-**

**ORDINANCES AND RESOLUTIONS:**

**Resolution No. 2582-23**

**A RESOLUTION TO CREATE A NEW SPECIAL REVENUE FUND 608, OHIO DEPARTMENT OF DEVELOPMENT GRANT, OHIO BUILDS (BROADBAND, UTILITIES, AND INFRASTRUCTURE) WATER SYSTEMS IMPROVEMENTS TO ACCOUNT FOR THE FUNDS RECEIVED AND EXPENSES ASSOCIATED WITH THE GRANT AWARDED BY THE STATE OF OHIO, was presented by Council President for its first reading by title only.**

This was done by the Clerk of Council.  
Moved by Olson seconded by Babcock that the rules be suspended and the Resolution be adopted on its first reading. In a called vote, Babcock, Daniel, Elminger, Olson and Sattig voted yea. Motion carried.

RECORD OF PROCEEDINGS

Minutes of

Meeting

Held \_\_\_\_\_ 20 \_\_\_\_\_

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

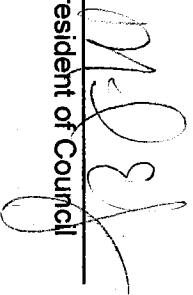
**COUNCIL/MAYOR COMMENTS:**

Mayor Daniel thanked everyone who was involved in the success of the Christmas Parade, and condolences to Mark Holden and his family.

Olson gave her condolences and wished everyone a Happy Thanks-giving.

Elmlinger agreed that the Christmas Parade was a success and express his condolences to Mark and his family.

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

  
\_\_\_\_\_  
President of Council

  
\_\_\_\_\_  
Clerk of Council

RECORD OF PROCEEDINGS

Minutes of

Meeting

Held \_\_\_\_\_ 20 \_\_\_\_\_

Willard, Ohio

November 20, 2023

Special Meeting

6:00 p.m.

Council President called the Work Session to order. The following Council members were present: Babcock, Daniel, Elminger, Olson and Sattig.

City Manager, Bryson Hamons was also present, along with Lori Huff, Finance Director.

**Special Order of Business:**

The purpose of this Special Meeting was discussion of the 2024 Appropriations Budget.

Bryson began with a review of the past year and a glimpse into the coming year.

Elminger questioned the increase in the budget for the finance department, Lori explained that they were budgeting for an Assistant Finance Director position.

Hamons delivered a reference sheet for the 3% wage increase for employees.

Elminger questioned the increase in Code Enforcement, Hamons explained that there is a part-time position for a rental inspector in the budget.

Sattig questioned the Engineers salary and contract. Bryson stated that his contract is up at the end of the year, and it will come to council for approval.

Olson questioned what is in the budget for the Wastewater projects and if the flooding issue is part of it, Hamons stated that the property owner was not in favor of signing an easement from the city. Further meetings with the property owner's son are under discussion. The Gahr Farm is also on the budget.

Hamons stated that the Sesquicentennial Celebration is in the budget, council agreed to \$50,000.


Capital items discussion on all departments.

Building renovations discussion at the Fire Department.

Street resurfacing projects for 2024.

Sattig asked about a new ambulance, Hamons stated that it is in the budget just to get it ordered and the delivery date will probably not be until 2025. Hamons will investigate the pricing more.

Moved by Olson seconded by Babcock that this special meeting adjourn. In a called vote therein Babcock, Daniel, Elminger, Olson and Sattig voted yea. Motion carried and meeting was adjourned.

  
President of Council

  
Clerk of Council