

## RECORD OF PROCEEDINGS

Minutes of

Meeting

GOVERNMENT FORMS &amp; SUPPLIES 844-224-3338 FORM NO. 10148

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

Willard, Ohio  
February 5, 2024

The Council of the City of Willard met in regular session on Monday, February 5, 2024, with the President of Council calling the meeting to order. The meeting was opened in prayer by Sister Diane Hay.

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

**MINUTES:** Minutes of the Regular Council meeting held on January 16, 2024, were presented for approval. Copies of the minutes were furnished to each Councilperson prior to the meeting. Sattig moved that Item 5 in the minutes be corrected to reflect that he did not nominate Nick Kousma to serve at large. Olson then nominated Nick Kousma. In a revote, Elmlinger, Daniel, McKenzie and Sattig voted to approve the nomination of Nick Kousma to serve at large. Thereafter, moved by Olson seconded by Danhoff that the minutes of the meeting held January 16, 2024 be approved as amended. In a called vote therein Babcock, Danhoff, Daniel, Elmlinger, McKenzie, Olson and Sattig voted yea. Motion carried.

**CITIZENS DISCUSSIONS:**

- Tom Secor, President of the Southern 5 Sewer District, addressed council to provide an update on both the Celeryville and Holiday Lakes sewer projects. Tom advised Council that the District anticipates completion dates of February 24, 2026 for the Celeryville project, and December 21, 2026 for the Holiday Lakes project.

**BID PROPOSALS:** None.

**SPECIAL ORDER OF BUSINESS:**

- Motion made to accept and place on file the minutes of the CDC meeting held on January 23, 2024. Moved by Olson, seconded by Danhoff to approve the minutes. In a called vote, Babcock, Danhoff, Daniel, Elmlinger, Olson and Sattig voted yea. McKenzie voted nay. Motion carried.
- Motion to act on the CDC's recommendation to approve the lot split. Moved by Olson seconded by Danhoff to approve the CDC's recommendation. In a called vote, Babcock, Danhoff, Daniel, Elmlinger, Olson and Sattig voted yea. McKenzie voted nay. Motion carried.

**COMMUNICATIONS AND PETITIONS:** None.

**TABLED ITEMS:** None.

**REPORTS FROM COMMITTEES:** None.

1. Charter/Legislative –
2. Finance –
3. Public Works –
4. Safety –
5. Utilities –

**REPORTS FROM OFFICERS:** None.

**REPORT FROM CITY MANAGER:** The City Manager's report was reviewed as it was presented to Council.

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Advised Council on the date for the next Second Harvest food giveaway.

Discussed the City's upcoming Sesquicentennial celebration and various upcoming events taking place to commemorate the City's 150<sup>th</sup> anniversary.

Discussed the water system improvement project.

Reported on the newly hired firefighters/EMTs.

Discussed the retirement of longtime firefighter William "Blue" Armatrout from the City's Fire and Rescue Department.

Updated Council on the status of pumping water into the City's reservoir and lighting upgrades being made at the reservoir.

Advised that the maintenance department continues to assist code enforcement with abatements, and discussed issues with the sewer caused by the recent heavy rains.

Discussed the upcoming community wide yard sale scheduled for May 9 through May 11, and the downtown spring fest scheduled for May 11.

### **President asked for Questions-**

Olson welcomed the City's new firefighters and extended congratulations to Blue Armatrout on 50 years of service to the community and his recent retirement.

Sattig offered his compliments to the City Manager on his involvement in planning the City's upcoming sesquicentennial celebration.

Elmlinger inquired about the recent cutting down of several trees in the City and asked if the City had plans to replace any of the trees.

Daniel also offered his compliments to the City Manager on his involvement in planning and organizing the City's upcoming sesquicentennial celebration.

The President then called for a motion for the appointment of Ken Steinmetz to the Personnel Appeals Board. Motion by Olson to appointment Ken Steinmetz to the Personnel Appeals Board. In a called vote, Babcock, Danhoff, Daniel, Elmlinger, McKenzie, Olson and Sattig voted yea. Motion carried.

### **ORDINANCES AND RESOLUTIONS:**

#### **ORDINANCE. NO. \_\_\_\_\_**

**AN ORDINANCE AUTHORIZING THE CITY MANAGER TO ENTER INTO CONTRACT WITH MOSSER CONSTRUCTION, INC., FREMONT, OHIO, TO AWARD BID FOR THE WATER SYSTEM IMPROVEMENT PROJECT IN THE AMOUNT OF \$10,077,000 AND DECLARING AN EMERGENCY**, was presented by Council President for its first reading by title only. This was done by the Council Clerk.

The President asked for a motion that the Ordinance lay over for at least seven (7) days or until the next meeting of Council be waived. Moved by Olson, seconded by Babcock. In a called vote, Babcock, Danhoff, Daniel, Elmlinger, McKenzie, Olson and Sattig voted yea. Motion carried.

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The President then asked for a motion adopting the Ordinance. Moved by Olson, seconded by Danhoff. In a called vote, Babcock, Danhoff, Daniel, Elmlinger, McKenzie, Olson and Sattig voted yea. Motion adopted.

**ORDINANCE. NO. \_\_\_\_\_**

**AN ORDINANCE AUTHORIZING THE CITY MANAGER TO ENTER INTO AGREEMENT WITH PRIME A/E GROUP, INC. FOR CONSTRUCTION MANAGEMENT AND CONSTRUCTION SERVICES FOR THE WATER SYSTEM IMPROVEMENT PROJECT IN THE AMOUNT OF \$675,507 AND DECLARING AN EMERGENCY,** was presented by Council President for its first reading by title only. This was done by the Council Clerk.

The President asked for a motion that the Ordinance lay over for at least seven (7) days or until the next regular meeting of Council be waived. Moved by Olson, seconded by Babcock. In a called vote, Babcock, Danhoff, Daniel, Elmlinger, McKenzie, Olson and Sattig voted yea. Motion carried.

The President then asked for a motion adopting the Ordinance. Moved by Olson, seconded by Danhoff. In a called vote, Babcock, Danhoff, Daniel, Elmlinger, McKenzie, Olson and Sattig voted yea. Motion adopted.

**ORDINANCE. NO. \_\_\_\_\_**

**AN ORDINANCE FIXING THE WAGES OF CERTAIN POLICE PERSONNEL AND DECLARING AN EMERGENCY,** was presented by Council President for its first reading by title only. This was done by the Council Clerk.

The President asked for a motion that the Ordinance lay over for at least seven (7) days or until the next regular meeting of Council be waived. Moved by Olson, seconded by Babcock. In a called vote, Babcock, Danhoff, Daniel, Elmlinger, McKenzie, Olson and Sattig voted yea. Motion carried.

The President then asked for a motion adopting the Ordinance. Moved by Olson, seconded by Danhoff. In a called vote, Babcock, Danhoff, Daniel, Elmlinger, McKenzie, Olson and Sattig voted yea. Motion adopted.

**RESOLUTION. NO. \_\_\_\_\_**

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO ADVERTISE FOR BIDS FOR THE LEASE OF CERTAIN REAL ESTATE BELONGING TO THE CITY OF WILLARD, (GAHR FARM) AND CONSISTING OF 16 ACRES KNOWN AS PARCEL 51-0030-01-004-0000 AND PARCEL 51-0030-01-004-0100,** was presented by Council President for its first reading by title only. This was done by the Council Clerk.

The President asked for a motion that the rules be suspended and the Resolution be adopted by the first reading. Moved by Olson, seconded by Babcock. In a called vote, Babcock, Danhoff, Daniel, Elmlinger, Olson and Sattig voted yea. McKenzie voted nay. Motion carried.

The President then asked for a motion adopting the Resolution. Moved by Olson, seconded by Danhoff. In a called vote, Babcock, Danhoff, Daniel, Elmlinger, Olson and Sattig voted yea. McKenzie voted nay. Motion adopted.

**RESOLUTION. NO. \_\_\_\_\_**

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO ADVERTISE FOR BIDS FOR THE LEASE OF CERTAIN REAL**



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**ESTATE BELONGING TO THE CITY OF WILLARD, (WILLARD AIRPORT) AND CONSISTING OF 11.6 ACRES KNOWN AS PARCEL 51-035A-05-019-0100 AND PARCEL 51-035A-05-035-0100**, was presented by Council President for its first reading by title only. This was done by the Council Clerk.

The President asked for a motion that the rules be suspended and the Resolution be adopted by the first reading. Moved by Olson, seconded by Babcock. In a called vote, Babcock, Danhoff, Daniel, Elmlinger, Olson and Sattig voted yea. McKenzie voted nay. Motion carried.

The President then asked for a motion adopting the Resolution. Moved by Olson, seconded by Danhoff. In a called vote, Babcock, Danhoff, Daniel, Elmlinger, Olson and Sattig voted yea. McKenzie voted nay. Motion adopted.

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO CONTRACT WITH THE FRATERNAL ORDER OF POLICE, OHIO LABOR COUNCIL, INC.**, was presented by Council President for its first reading by title only. This was done by the Council Clerk.

The President opened the proposed Resolution for discussion from Council. Sattig advised he would not support the Resolution due to concerns involving financial aspects of the contract.

The President then asked for a motion that the rules be suspended and the Resolution be adopted by the first reading. Moved by Olson, seconded by Babcock. In a called vote, Babcock, Danhoff, Daniel, Elmlinger, McKenzie and Olson yea. Sattig voted nay. Motion carried.

The President then asked for a motion adopting the Resolution. Moved by Olson, seconded by Danhoff. In a called vote, Babcock, Danhoff, Daniel, Elmlinger, McKenzie and Olson voted yea. Sattig voted nay. Motion adopted.

**COUNCIL/MAYOR COMMENTS:**

The Mayor extended his congratulations to Blue Armatrout on 50 years of service to the City and to the two newly hired firefighters.

Babcock offered his compliments to the City Manager.

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

  
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President of Council

  
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Clerk of Council