

RECORD OF PROCEEDINGS

Minutes of Willard City Council

Meeting

March 4th 2024

GOVERNMENT FORMS & SUPPLIES 844-224-3339 FORM NO. 10148

Held _____ 20 _____

Willard, Ohio
March 4, 2024

The Council of the City of Willard met in regular session on Monday, March 4, 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, and Olson.

MINUTES: Minutes of the Regular Council meeting held on February 20, 2024, were presented for approval. Copies of the minutes were furnished to each Councilperson prior to the meeting. Moved by Olson, seconded by Danhoff, that the minutes of the meeting held February 20, 2024 be approved as presented. In a called vote therein Babcock, Danhoff, Daniel, Elmlinger, and Olson voted yea. Motion carried.

CITIZENS DISCUSSIONS: None.

BID PROPOSALS: None.

SPECIAL ORDER OF BUSINESS:

- Discussion regarding establishing a date and time for the 2024 Independence Day fireworks display. The City Manager discussed two proposals with companies to oversee and discharge the fireworks display for the City. One proposal is from Grand Finale Fireworks to discharge the fireworks on Thursday, July 4. This proposal was offered at a cost to the City of \$15,000.00. The second proposal is from American Fireworks to discharge the fireworks on Friday, July 5. This proposal was offered at a cost to the City of \$10,000.00. It was the consensus of Council to accept the proposal from American Fireworks to oversee and discharge the fireworks display for the City on Friday, July 5, at a cost to the City of \$10,000.00
- The President called for a motion to accept the resignation of Walt Poffenbaugh, Hearing Examiner, Parking Violations Bureau. Moved by Olson, seconded by Danhoff, to accept the resignation tendered by Mr. Poffenbaugh. In a called vote, Babcock, Danhoff, Daniel, Elmlinger, and Olson voted yea. Motion carried.
- Motion made to accept the employment of Steve Weiss as the new Hearing Examiner, Parking Violations Bureau. Moved by Olson, seconded by Babcock, to accept the appointment of Steve Weiss as the new Hearing Examiner, Parking Violations Bureau. In a called vote, Babcock, Danhoff, Daniel, Elmlinger, and Olson voted yea. Motion carried.

COMMUNICATIONS AND PETITIONS:

- Notice from Ohio Division of Liquor Control of transfer of liquor license from J A Janes, Inc. to SAL Acquisition One, LLC. The President called for a motion to accept and place the transfer on file. Moved by Olson, seconded by Danhoff, to accept and place on file the transfer of liquor license from J A Janes, Inc. to SAL Acquisition One, LLC. In a called vote, Babcock, Danhoff, Daniel, Elmlinger, and Olson voted yea. Motion carried.
- The President then called for a motion to not request a hearing on the transfer of the liquor license from J A Janes, Inc. to SAL Acquisition One, LLC. Moved by Olson, seconded by Babcock, to not request a

March 4th 2024

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

Held

20

hearing on the transfer of the liquor license from J A Janes, Inc. to SAL Acquisition One, LLC. In a called vote, Babcock, Danhoff, Daniel, Elmlinger, and Olson voted yea. Motion carried.

TABLED ITEMS: None.

REPORTS FROM COMMITTEES:

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

REPORTS FROM OFFICERS: None.

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

Reported on the community food giveaway.

Discussed the City's upcoming sesquicentennial celebration and various upcoming events taking place to commemorate the City's 150th anniversary.

Advised Council of various scheduled dates for the City of Willard Community Cleanup.

Discussed the design-build contractor selected for the Willard police station rehab. Janotta & Herner was selected as the contractor for the renovations to the police department.

Discussed the upcoming mowing season and provided reminders of the City's ordinances regarding property maintenance.

Reported on the bid opening for the lease of City land. Gahr Farm had five (5) bids with the highest bid being received from Latteman Farms, LLC (\$3,008/year). The Airport Hayfield had three (3) bids with the highest bid being received from Andrew Daniel (\$930.90/year).

Advised Council that the fire department had received a training grant of \$2,300.00.

Reported on hydrant flushing/valve exercise taking place.

Advised that the City was officially approved for recognition as a Tree City USA city for 2023. This marks the 44th consecutive year that the City has been named a Tree City USA city.

Advised Council that Jim Hutchinson, city mechanic, had announced his retirement from the city after nearly 28 years of service. The City Manager also reported on projects the maintenance department has been involved with recently.

Discussed various job openings with the City.

Reminded Council of the upcoming community wide yard sale dates.

Advised Council of the Save the Date: Downtown Spring Fest event taking place on Saturday, May 11.

Discussed Willard youth sports sign-up taking place.

Reported on the water service line inventory survey currently being conducted.

March 4th 2024

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

Held _____ 20 _____

Advised Council that the City's website has been moved to www.willardohio.gov.

Advised Council that the City had received a donation to be used towards the Sesquicentennial Fund.

Thereafter, the President called for a motion to accept the donation of \$500.00 made and to designate the donation to the Sesquicentennial Fund. Moved by Olson, seconded by Danhoff, to accept the donation to the City and to designate the donation to the Sesquicentennial Fund. In a called vote, Babcock, Danhoff, Daniel, Elmlinger, and Olson voted yea. Motion to accept the donation made in the amount of \$500.00 to the City and to designate the donation to the Sesquicentennial Fund carried.

President asked for Questions-

Olson expressed her appreciation for the time and effort put into obtaining the grant to the fire department.

Danhoff inquired about the grass mowing season and possible educational measures to make City residents aware of issues caused by blowing grass/yard clippings into the road which then eventually end up in the catch basins.

Babcock extended his gratitude for employees of the City's maintenance department and how well they demonstrate performance of their job duties.

Elmlinger inquired of the City Manager whether he had any idea of an estimated cost should the City have to consider a rebuild of the City's police department.

ORDINANCES & RESOLUTIONS:

**ORDINANCE NO. 5969-24
AN ORDINANCE APPOINTING REBECCA WYANDT
AS COUNCIL CLERK OF THE CITY OF WILLARD,
AND DECLARING AN EMERGENCY**

The President called for a motion to table Ordinance 5969-24 for future consideration. Moved by Olson, seconded by Danhoff, to table Ordinance 5969-24 for future consideration. In a called vote, Babcock, Danhoff, Daniel, Elmlinger, and Olson voted yea. Motion carried.

**ORDINANCE NO. 5967-24
AN ORDINANCE AUTHORIZING THE CITY MANAGER TO
ENTER INTO A LEASE AGREEMENT TO LEASE
APPROXIMATELY 16 ACRES OF LAND OWNED BY
THE CITY OF WILLARD TO LATTEMAN FARMS LLC,
NORWALK, OH, FOR A TERM OF ONE (1) YEAR
AND OFFERS TWO (2) ADDITIONAL ONE (1) YEAR RENEWAL
OPTIONS PURSUANT TO BID NUMBER 2024-01, was presented by
Council President for its first reading by title only. This was done by the Council
Clerk.**

**ORDINANCE NO. 5968-24
AN ORDINANCE AUTHORIZING THE CITY MANAGER TO
ENTER INTO A LEASE AGREEMENT TO LEASE
APPROXIMATELY 11.6 ACRES OF LAND OWNED BY
THE CITY OF WILLARD TO ANDREW DANIEL, WILLARD,
OH, FOR A TERM OF THREE (3) YEARS AND OFFERS TWO (2)
ADDITIONAL ONE (1) YEAR RENEWAL OPTIONS**

RECORD OF PROCEEDINGS

Minutes of

Willard City Council

Meeting

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

March 4th, 2024


Held _____ 20 _____

PURSUANT TO BID NUMBER 2024-02, was presented by Council President for its first reading by title only. This was done by the Council Clerk.

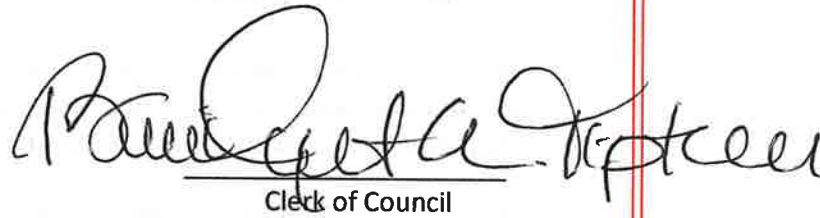
COUNCIL/MAYOR COMMENTS:

The Mayor offered his congratulations to, and commented on the upcoming retirement of, city employee, Jim Hutchison.

There being no further business to come before Council, moved by Olson, seconded by Babcock, that Council adjourn. In a called vote therein Babcock, Danhoff, Daniel, Elmlinger, and Olson voted yea. Motion carried.



President of Council



Clerk of Council