

2020 YEAR END REPORT

Kathy Huner, Mayor

PRESIDENT OF COUNCIL

Shane Chamberlin

COUNCIL MEMBERS

Jeff Stiriz

Patrick Griggs

Steve Schneider

Harold Stickley

Scott Stiriz

Jamie Giguere, Director of Finance

Rick Sluder, Fire Chief

Kevin Chittenden, Police Chief

Keith Torbet, Director of Public Service

Thomas A. McWatters III, City Law Director

2020 Year End Report

2020 was a difficult and trying year for the City of Wauseon due to the Covid-19 pandemic. First and far most, I would like to thank the City Department Heads for cutting 20% from their 2020 Budget to help with the revenue loss due to the pandemic. I would also like to thank all city employees for enacting and participating in the mandated stay at home orders brought down by the State of Ohio Health Director and Governor Dewine, along with many other mandates we were ordered to follow. Many of our employees were forced to work from home while other Public Safety employees were required to work longer or split shift hours for many months.

I also wish to thank all of the citizens who patiently complied with the new options and format to our city business while the city building was closed during the pandemic.

The Wauseon Police Department handled 11,785 calls of service. This was a large increase from the 8,003 calls of service handled in 2019. This was due to an increase of property patrols and business checks due to the pandemic. The Detective handled 117 reports in 2020 and our School Resource Officers handled 39 school investigations.

The Water Treatment Plant treated 286.045 million gallons of water with a daily production of 781,000 gallons.

I would like to thank Keith Torbet; Director of Public Service and Tom Burkholder; Swimming Pool Supervisor for working together with the Fulton County Health Department to make sure all mandates were met in order to open the swimming pool for its third season. 2020 was a busy year and we sold 117 season passes and had 20 pool rental reservations.

The Finance Department reported the City's financial position at the end of the year is \$425,996 more than the beginning of the year. The increase is due to a \$314,043 dividend payment received from the Ohio Bureau of Workers' Compensation.

The Zoning Department issued fifty-nine zoning permits during 2020. There were fifty-one (51) Maintenance Code violations/complaints received and handled.

The Wauseon Fire Department responded to 1,726 emergency medical services in 2020, 100 less calls for service than the previous year due to the Covid-19 pandemic that hit our nation.

I would like to thank City Council, Department Heads, and all City employees for their professionalism and dedication during this difficult and trying year.

Sincerely yours,

Kathy Huner

Kathy Huner, Mayor

Mayor
Kathy Huner

City Council
Shane Chamberlin
Patrick Griggs
Stephen Schneider
Harold Stickley
Jeff Stiriz
Scott Stiriz



230 Clinton Street • Wauseon, Ohio 43567

Director of Law
Thomas A. McWatters III

Director of Finance
Jamie L. Giguere

Director of Public Service
Keith Torbet

March 1, 2021

Honorable Kathy Huner
Mayor of the City of Wauseon
230 Clinton Street
Wauseon, Ohio 43567

Re: 2020 Annual Report

Dear Mayor Huner,

I am pleased to present the 2020 year-end report for the Finance Department. The Department is responsible for receipting all funds received by the City, safeguarding the same while in the Treasury and preparing disbursements in accordance with the Ohio Revised Code, the City Code of Ordinances and the budget approved by City Council. It is also responsible for maintaining an accounting system that is capable of creating financial records and reports for internal use and for the other departments, boards and commissions of the City. Although these records are kept on a "cash" basis throughout the year, the Finance Department is required, by the Auditor of State, to convert the year-end financial statements to a "modified accrual" basis (GAAP). Both the cash basis and GAAP reports are audited annually by the Auditor of State's Office. The City's most recent audit report, for 2019, revealed three findings of noncompliance and material weaknesses. The weaknesses were in reference to the improper transfer of revenue from the Capital Income Tax Fund to the General Fund. The auditor cited the city as being deficient in Ohio Rev. Codes 5705.14, 5705.15, and 5705.16. The reversal of the transfer also caused noncompliance of Ohio Rev. Code 5705.39 because the city's appropriations exceeded the amount certified by the budget commission. Lastly, the auditor cited the city with noncompliance of Ohio Rev. Code 5705.10(I) because of the deficient balance in the general fund it appears that the city used another fund to cover those expenses. Since the release of the audit report the city has obtained approval from the state income tax commissioner to transfer finds from the Income Tax Capital Fund into the General Fund. All funds have a positive balance and there are sufficient funds to cover all appropriations.

The Finance Department is responsible for preparing the estimate of revenues, the annual appropriation ordinance and any related resolutions necessary to amend the appropriations throughout the year. After approval by Council, these are all filed with the Fulton County Auditor. The Department also assists the Mayor in the preparation of the City Budget for the coming year. With the cooperation of the various Department Heads, the Mayor and City Council, the budget for the year 2021 was prepared and approved prior to the end of 2020.

In total, the City's sixteen different funds received \$11,669,039 and disbursed \$11,243,043 during 2020. The total cash balance, of all funds, was \$6,750,849 at December 31st, of which \$505,929 was encumbered. The attached year-to-date fund report shows the unencumbered cash balances for each fund. These amounts were carried over to, and are available for year 2021 appropriations.

The major source of operating revenue is the City income tax. Gross tax receipts, less refunds, were \$3,784,819 in 2020 compared to \$3,940,402 in 2019 and \$4,117,713 in 2018. A five-year comparison of income tax receipts is attached for your review. The gross income tax receipts had been allocated 75% to the General Fund and 25% to the Capital Projects Fund beginning in 2012, however due to the another 3.95% decrease in tax revenue the City Council agreed to begin allocating 100% of the Income Tax Revenue to the General Fund in November of 2020. The Income Tax Revenue did not have a significant decrease until April of 2020 due to the effects of the Coronavirus. Federal funding for coronavirus relief considerably helped the deficit from Income Tax receipts.

The City received a total of \$524,297 in coronavirus grant funding. The city mostly used the grant funding to help pay the payroll and benefits of our safety employees. We also purchased personal protective equipment and additional uniforms. The grant was also used to cover the additional costs of working remotely and purchasing touch-less doors and locks. A complete list of the coronavirus grant funding uses is attached for your review.

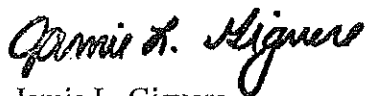
The City's Enterprise Funds consist of water revenue, water reclamation revenue and wastewater debt. Each of these funds is to be self-supporting and the related revenues and expenditures of these funds are recorded individually. The annual activity for 2020 and the unencumbered cash balances of the Enterprise Funds are also reported on the attached fund report. The wastewater debt fund was reactivated during 2010 to pay debt incurred from the Water Reclamation Plant improvements.

The two other sources of debt that the City is obligated to are recorded in the Debt Reduction Fund, previously the Capital Projects Fund and Water Revenue Fund. The City borrowed \$5 million for the renovation and extension of Glenwood Street. The outstanding debt on that project was bonded out during 2011 and will be paid off over an eighteen year period.

During 2006, the debt incurred for the renovation of the Water Treatment Plant was combined with the remaining debt from the construction of the waterline from Wauseon to Napoleon. The outstanding debt on those two projects is now \$245,000. Additionally, in November of 2015 the residents of Wauseon voted in favor of a 2.6 Millage Parks and Recreation Levy. In turn the City borrowed \$1.4 Million in the form of a 5 Year Bond in anticipation of building a new pool, which is included in the Debt Reduction Fund. The Pool Bond was paid-off during 2020.

The City's financial position at the end of the year is \$425,996 more than the beginning of the year. The increase is due to a \$314,043 dividend payment received from the Ohio Bureau of Workers' Compensation. While a slight increase in 2020 is a positive for the city, the coronavirus is still effecting the economy, which will once again cause expenses to be monitored closely throughout 2021 to ensure that they remain in line with the decline in tax revenue.

Sincerely,

A handwritten signature in black ink, reading "Jamie L. Giguere". The signature is written in a cursive, flowing style.

Jamie L. Giguere
Director of Finance

YTD Fund Report for Year 2020 Month 12 - City of Wauseon

Fund	Description	Beg Yr Bal	YTD Rec	YTD Exp	Unexp	Enc	Unenc
101	GENERAL FUND	97,733.15	5,518,274.93	5,117,253.57	498,754.51	33,209.35	465,545.16
201	STREET MAINT FUND	590,577.78	434,749.07	280,641.21	744,685.64	63,000.00	681,685.64
202	STATE HWY MAINT FUND	28,921.44	34,904.99	4,850.78	58,975.65	0.00	58,975.65
204	PARK AND RECREATION SPECIAL	17,430.60	319,647.56	310,101.57	26,976.59	0.00	26,976.59
205	CORONAVIRUS RELIEF FUND	0.00	524,567.26	416,507.43	108,059.83	108,009.13	50.70
208	PERMISSIVE LICENSE TAX	63,300.68	18,214.38	0.00	81,515.06	0.00	81,515.06
210	DRUG LAW ENFORCEMENT FUND	75,070.17	11,032.78	52,742.75	33,360.20	0.00	33,360.20
213	ENFORCEMENT & EDUCATION FUND	3,755.20	473.00	0.00	4,228.20	0.00	4,228.20
240	SPL ENERGY IMPROVEMENT PROJECT	0.00	17,577.91	17,577.91	0.00	0.00	0.00
290	IMAGINATION KINGDOM	15,235.76	0.00	0.00	15,235.76	0.00	15,235.76
301	BOND REDUCTION FUND	0.00	522,695.00	522,695.00	0.00	0.00	0.00
403	CAPITAL PROJECTS FUND	1,985,298.33	816,915.49	886,327.67	1,915,886.15	87,299.94	1,828,586.21
601	WATER REVENUE FUND	1,158,067.61	1,945,172.63	2,400,420.07	702,820.17	163,292.44	539,527.73
602	WATER RECLAMATION REVENUE FUND	633,451.66	1,176,208.26	1,022,445.49	787,214.43	51,118.24	736,096.19
607	WASTEWATER DEBT CHARGE FUND	1,600,812.99	323,278.85	207,410.68	1,716,681.16	0.00	1,716,681.16
608	WATER TRUST DEPOSIT FUND	55,197.63	5,326.88	4,069.34	56,455.17	0.00	56,455.17
16 Funds		6,324,853.00	11,669,038.99	11,243,043.47	6,750,848.52	505,929.10	6,244,919.42

YTD Bank Report for Year 2020 Month 12 - City of Wauseon

Bank	Description	Beg Yr Bal	Deposits	Withdrawals	Tran In	Tran Out	Balance
0003	MEEDER INVESTMENTS-HUNTINGTON	4,553,133.92	82,261.14	0.00	275,000.00	0.00	4,910,395.06
0004	UTILITY CLEARING ACCT - F&M	0.00	0.00	0.00	979,881.66	979,881.66	0.00
0006	WATER DEPOSITS - HUNTINGTON	55,197.63	9,041.20	0.00	10,793.31	18,576.97	56,455.17
0008	HUNTINGTON SAVINGS - GENERAL	575,000.00	0.00	0.00	0.00	275,000.00	300,000.00
0009	PETTY CASH AND CHANGE	850.00	0.00	0.00	0.00	0.00	850.00
0010	WATERWATER REC/DEBT - F&M	770,189.54	3,302,947.03	745,695.44	147,314.24	2,935,179.32	539,576.05
0011	GENERAL CHECKING - F&M	370,481.91	7,856,517.84	10,154,468.85	2,941,231.14	70,189.80	943,572.24
0012	PAYROLL ACCOUNT - F&M	0.00	0.00	0.00	4,073,888.28	4,073,888.28	0.00
0015	FEDERAL TAX ACCOUNT - F&M	0.00	0.00	0.00	578,161.20	578,161.20	0.00
0022	FIFTH THIRD CREDIT CARDS	0.00	77,628.14	2,235.54	139.63	75,532.23	0.00
10 Banks		6,324,853.00	11,328,395.35	10,902,395.83	9,006,389.46	9,006,389.46	6,750,848.52

CITY OF WAUSEON
INCOME TAX DEPARTMENT
INCOME REPORT FOR THE YEAR ENDED DECEMBER 31, 2020

YEAR	TOTAL GROSS RECEIPTS	NUMBER REFUNDS	AMOUNT REFUNDS	ADJUSTED GROSS RECEIPTS	GROSS CHANGE FROM PRIOR YEAR	ADJUSTED GROSS CHANGE FROM PRIOR YEAR	PERCENTAGE CHANGE FROM PRIOR YEAR	INTEREST AND PENALTIES	EMPLOYER W/H REPORTS	TAX RETURNS FILED	QUARTERLY ESTIMATES FILED
2016	\$ 3,999,460.11	124	\$ 47,513.89	\$ 3,951,946.22	\$ 182,919.88	\$ 231,512.26	4.79%	\$ -	4,760	3,891	1,578
2017	\$ 4,236,659.08	127	\$ 63,548.71	\$ 4,173,110.37	\$ 237,198.97	\$ 221,164.15	5.93%	\$ 5,923.08	4,786	3,958	1,549
2018	\$ 4,117,713.47	113	\$ 76,955.15	\$ 4,040,758.32	\$ (118,945.61)	\$ (132,352.05)	-2.81%	\$ 12,503.36	4,538	3,288	744
2019	\$ 3,940,401.51	133	\$ 48,844.41	\$ 3,891,557.10	\$ (177,311.96)	\$ (149,201.22)	-4.31%	\$ 7,440.35	4,863	3,436	801
2020	\$ 3,784,818.56	109	\$ 56,098.00	\$ 3,728,720.56	\$ (155,582.95)	\$ (162,836.54)	-3.95%	\$ 13,303.48	4,740	3,273	827

DELINQUENT ACCOUNTS: 175
DELINQUENT TOTAL: \$ 58,690.40



TRISH LILLICH
INCOME TAX COMMISSIONER

CITY OF WAUSEON
CORONAVIRUS RELIEF FUND
MARCH 1, 2021

POLICE:

PAYROLL	(143,715.26)
SUPPLIES	(1,139.66)
POLICE SUB-TOTAL	(144,854.92)

FIRE:

PAYROLL	(137,343.66)
PPE & UNIFORMS	(44,493.99)
SUPPLIES	(5,816.03)
EMS SUPPLIES	(3,842.59)
(4) IPADS	(2,760.72)
AUTO PULSE	(14,220.00)
FIRE SUB-TOTAL	(194,256.99)

REC WAGES	(1,367.40)
PSD SUPPLIES	(42.99)
PW WAGES	(33,794.44)
IT PROFESSIONAL SERVICES	(1,887.00)
LEGAL FEES	(6,193.80)

FINANCE:

WAGES	(637.60)
SERVER & LAPTOPS	(16,000.00)
LEXIPOL Electronic PPM	(13,550.00)
SUPPLIES	(303.85)
FINANCE SUB-TOTAL	(30,491.45)

BUILDING:

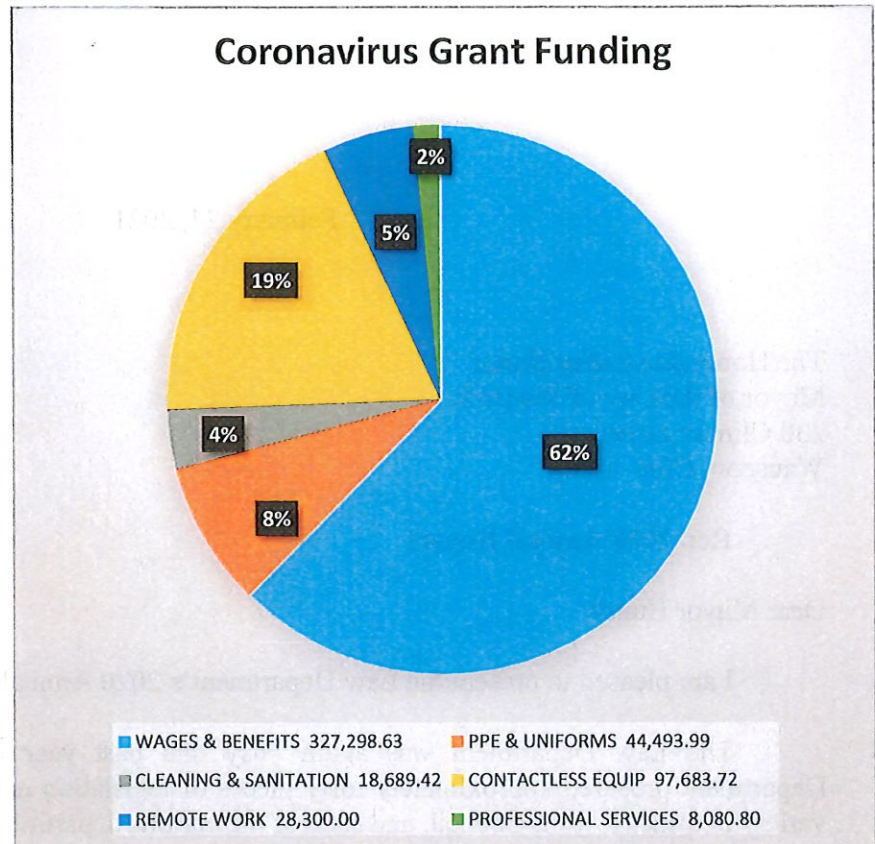
Contactless Entry Doors	(26,823.00)
LED Lighting	(4,560.00)
KEY FABS	(40,330.00)
WEBSITE	(12,300.00)
SUPPLIES	(1,846.69)
BUILDING SUB-TOTAL	(85,859.69)

CLERK WAGES	(2,323.89)
WTP WAGES	(5,625.10)

WRP:

WAGES	(2,491.28)
SUPPLIES	(1,137.61)
WRP SUB-TOTAL	(3,628.89)

TOTAL EXPENSES (524,546.56)



Mayor
Kathy Huner

City Council
Shane Chamberlin
Patrick Griggs
Steve Schneider
Harold Stickley
Jeff Stiriz
Scott Stiriz



230 Clinton Street • Wauseon, Ohio 43567

Director of Law
Thomas A. McWatters III

Director of Finance
Jamie L. Giguere

Director of Public Service
Keith C. Torbet

Police Chief
Kevin Chittenden

Fire Chief
Rick Sluder

February 24, 2021

The Honorable Kathy Huner
Mayor of the City of Wauseon
230 Clinton Street
Wauseon, Ohio 43567

Re: 2020 Annual Report

Dear Mayor Huner:

I am pleased to present the Law Department's 2020 Annual Report.

The Law Department was again busy this past year on civil matters. The Law Department prepared approximately forty pieces of legislation and provided advice on a broad variety of issues to you, Council, and each of the various departments throughout the year.

We were also busy with a number of projects in various areas. We assisted in the successful negotiation of the first union contract with the City's new Fire Department bargaining unit. The negotiating team was able to accommodate several concerns addressed by the employees while maintaining the overall costs associated with the employment of the members at a reasonable level. We provided legal assistance in several other personnel matters throughout the year, including the successful handling of several personnel grievances.

The Law Department spent a considerable amount of time this year working together with you and the Department Heads on numerous issues relating to the Covid-19 pandemic. This included navigating and providing advice on the myriad and ever-changing state and federal regulations issued in connection with the pandemic.

We were pleased to assist the City on several other matters. For example, we provided advice in the employee evaluation process and wage and benefit increase assessment. We also participated in discussions and provided legal guidance on the possible formation of a new fire

and ambulance district. As usual, the Law Department assisted in the preparation and/or review of several contracts and agreements on behalf of the City.

The Law Department worked on various amendments to the Codified Ordinances. Such amendments included the adoption of a new section establishing rules for the use of the pond at Rotary Park, and certain revisions to the City's tax code.

We assisted the Revolving Loan Fund Committee with review of loan packages for two RLF loans this past year, including two loans for small businesses in town.

Finally, we continue to serve on several committees, including the Revolving Loan Fund Committee and the Records Commission. We also provided legal assistance to various City-related entities, including the Wauseon Recreation Association and the Wauseon Union Cemetery.

On the criminal side, we prosecuted cases on behalf of the Police Department, Finance Department, and County, for offenses arising within the City's limits. Our prosecutors continue to serve in an advisory capacity to the Police Department, frequently answering calls to address questions in real-time during all hours of the day.

Our office has reaffirmed our collaboration with the County Victim Advocate to ensure our victims have a voice and role in criminal prosecutions. Our office has also explored the utilization of diversion programs implemented by neighboring courts in an effort to reduce the rate of recidivism among certain offenders.

We recognize we are privileged to live in a safe community, and understand our role in prosecuting matters on behalf of the City is to preserve our citizens' safety through accountability by the fair and just application of our laws.

We appreciate the opportunity to serve as the City's attorneys and look forward, in the next year, to performing our duties to the high standards which you, Council, and the citizens of Wauseon expect and deserve.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Thomas A. McWatters III', with a stylized flourish extending from the end.

Thomas A. McWatters III
City Law Director



City of Wauseon

DIVISION OF POLICE

KEVIN D. CHITTENDEN, CHIEF OF POLICE

2020 Annual Report

Division of Police

The year 2020 was a challenging year for the Wauseon Police Department, as well for the City, State, and Country as a whole in dealing with the Covid-19 pandemic. The year started with the hiring of a new full-time officer, Ptlm Mike Oehlrs. In 2020 we also hired Ptlm Richard Roe to replace Ptlm Madelyn Griffin, who left for another department. Full-time Dispatcher Chelsea Taft also left our department for another job. The year also saw the retirement of our K9, Pharoah, in May.

Due to the Covid-19 pandemic, Wauseon Police Department operations were changed drastically for the months of March-June. The stay-at-home orders and curfew also changed the types and numbers of calls for service that we handled. The following is a summary of activities handled by the Wauseon Police Department in 2020.

Calls for Service

In total, the Wauseon Police Department handled 11,785 calls for service. This was a large increase from the 8,003 calls for service handled in 2019. This can mostly be attributed to a large increase in property patrols and business checks. Property damage traffic crashes were down 22% and injury crashes were down 44%, while the number of traffic stops went down 40% and citations down 50% from 2019. This is due in large part to the stay at home orders, curfew orders, and department procedure changes as a result of Covid-19. Most crimes saw a reduction in calls for service with a small increase in thefts and domestic complaints.

Detective Bureau

The Detective handled 117 reports in 2020, a slight decrease from 123 in 2019. Of the cases handled by the Detective, 26 reports were sent to a prosecutor resulting in 23 charges being filed. There were also 6 juvenile cases handled by the Detective with 2 resulting in charges. The Detective conducted 16 background investigations and worked with departments from Cumberland County (NC), Santa Rosa County (FL), Maricopa (AZ), Fulton County Sheriff's, Fulton County Children Services, Henry County Sheriff's, Liberty Township (OH), as well as the FBI. The Detective did not do any community outreach programs due to Covid-19 restrictions.

School Resource Officer

In 2020 the School Resource Officer (SRO) handled 39 school investigations, 16 police investigations resulting in 5 criminal charges being filed, and 1 school bus violation. Due to the 19-20 school year being stopped for in-person learning in March, the SRO was reassigned to road patrol duty. Unfortunately, programs such as DARE and the Youth Police Academy had to be cancelled for 2020.

Special Investigations Unit (SIU)

Most SIU drug investigations were suspended due to Covid-19. However, the SIU did still handle 21 calls for service relating to drug crimes with 3 cases being sent to prosecutors for charges. The Wauseon Police Department responded to 16 calls for drug overdoses in 2020. Five overdose victims were able to be saved by our officers by the administration of Narcan.

Zoning

In 2020, there were 12 complaints of junk vehicles, 8 trash/rubbish, and 2 tall grass that were handled by the zoning officer in conjunction with the City of Wauseon's Administrative Secretary. Most complaints were resolved with one case being sent to the prosecutor.

K9

K9 Pharoah retired in May of 2020 after 8 ½ years of service to the City of Wauseon. Prior to retirement, Pharoah assisted in a search of Delta schools, along with continuing his training up until his retirement date.

Polygraph

Like many other things, the use of the polygraph was paused for some time during 2020 due to Covid-19. There were however 29 polygraphs scheduled, including assists for the following departments: Delta PD, Swanton PD, Fulton County SO, State Fire Marshall, Lenawee County (MI) SO, Adrian (MI) PD, Blissfield (MI) PD, and Hudson (MI) PD.

Emergency Response Team (ERT)

The ERT was called out on 1 occasion in 2020 to assist the Fulton County SO with a barricaded subject. The ERT training was minimal this year due to Covid-19 restrictions and cancellations but has been started back up during the last quarter of 2020.

Miscellaneous

1- Although training was limited in 2020, all officers did receive updated training in the Use of Force as well as Election Day training.

2- Wauseon PD was awarded grants that allowed for a Victim Advocacy program to continue in Fulton County, which provides services to victims of domestic violence, stalking, and sexual assault. A grant was also received which allowed for the purchase of new and upgraded laptop computers for the officers and their patrol vehicles as well as the purchase of new ballistic vests.

3- WPD supported and participated in Safety City.

4- Participated in and received a donation from the Backing the Blue BBQ event that was sponsored by the Delta Eagles.

5- Continued to upgrade and expand the Public Safety Camera system in Wauseon.

6- Continued as bondsman for Western District Court.

7- Served Summons and subpoenas for county courts.

8- Purchased 2 new Dodge Durango Patrol vehicles .

9- Sold old/unused city and police equipment on Govdeals for \$9,649, bringing the total amount to \$266,076.09 since the start of using Govdeals.

Respectfully Submitted,



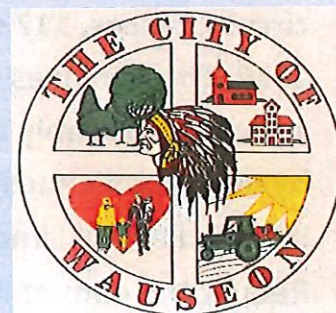
Chief Kevin D. Chittenden

End of Year Report 2020



FEBRUARY 22

**Director Of Public Service
Keith C. Torbet**



Year in Review 2020

2020 was a very challenging year for not only the Public Service Department, but the City as well as the nation. The uncertainty of the COVID-19 virus, the freefall of the economy, and the concern for our ability to provide city services while still keeping our employees safe made for a very difficult year. I am proud to say that the professionalism and dedication of our public service employees was very evident throughout 2020.

The true back bone of the Public Service Department is the Superintendents that run the various departments for the city. Attached to this report you will find their end of year reports showcasing each department's accomplishments and work done for the city.

Some more notable areas of improvement within the city:

- Completed repairs on all tree damage sidewalks that had been reported to the city.
- Continued the process for engineering complete rebuild S. Brunell St. and surrounding area.
- The Water Reclamation plant treated 415.29 million gallons of waste water and had five minor violations for 2020.
- The Water Plant treated 286.045 million gallons of water in 2020 with an average daily production of 781,000 gallons.
- The swimming pool was opened for its third season despite some challenging circumstances. 117 season passes were sold which is a 10% increase over 2019. The pool was rented 20 out of the possible 30 Saturday party rental spots which is only a decrease of 3 from 2019 with one of those cancellations by out of state guests that were under travel restrictions.
- Installed a new Lime Slaker in the Water Plant.
- Rebuilt the dam on the Stuckey ditch for raw water service to the water treatment plant.
- Installed a boat ramp on the small reservoir.

- Installed one new fire hydrant and repaired 4 other hydrants.
- Installed 97 new computerized water meters.
- Cleaned 1312 ft. of sewer line as well as ran cameras through many other lines looking for problems and clogs.
- Replaced 1100 ft. of Storm sewer line south of Leggett and Brunell Sts. To help with flooding occurrences in that area.
- Built eight new dugout roofs at Biddle Park.
- Installed a concrete pad at Biddle Park for a batting cage at the north field complex.
- Repaired Wooden Train Set at Depot Park and added a box car to it.
- Did extensive work on the Wabash cannonball trail including building a new information Kiosk at Rotary Park.

The recreation program was hardest hit by the COVID-19 Pandemic. All spring and summer recreation programs had to be cancelled due to mandatory health orders. In July the recreation department held eight boys baseball clinics and 4 girls softball clinics with approximately 70 youth participating.

The fall and winter programs were able to be held under Department of Health mandated guidelines. There were 27 different programs held in the fall and winter with 490 youth participating. This represents a 29% decrease over the numbers in 2019.

Employees that Received new licenses:

- Noah Ganger – Class I Water License

Boards and Commissions that I currently serve on:

- Fulton County Economic Development Executive Committee
- Fulton County Community Investment Corporation
- Fulton County Local Emergency Planning Committee
- Maumee Valley Planning Organization Board of Directors and Personnel committee.

- Represent the City at the Joint Solid Waste Management District Meetings
- Represent the City at the Tax Incentive Review Council
- Fulton County Regional Planning Committee
- Assessor/ Peer Counselor for the Ohio Collaborative administered by the Office of Criminal Justice Services
- Member of the OACP Advisory Services and Education Committees
- Member of the Executive Institute Committee overseeing the Police Executive Leadership College
- Member of the CLEE Board of Directors
- Vice President of the Center for Child and Family Advocacy Board of Directors.
- Member of the American Water Works Association
- Member of the Water Management Association of Ohio

I look forward to the coming year for a great year moving forward and working to make Wauseon a better place to live, work, and visit.

Sincerely,

Keith C. Torbet, CLEE
Director of Public Service

2020 PUBLIC WORKS YEAR END REPORT

WATER LINES

- Replaced two (2) 4" valves at the corner of W. Leggett Street and Vine Street.
- We continued our EPA list of yearly main valve exercising to ensure proper working conditions for each valve. We started on Leggett Street moving north to Elm Street. We will continue in 2021 with the valve exercising going from Oak Street to Linfoot Street.
- Flush all hydrants annually; began on June 3 and it takes approximately 2 weeks to complete.
- Repaired 15 waterline breaks.
- Installed one (1) new fire hydrant and repaired four (4) fire hydrants.
- Filled twelve (12) swimming pools for residents as requested and used approximately 14,350 gallons of water.
- Read water meters monthly.
- Repaired and/or replaced water meters as needed when they do not read correctly each month.
- Filled the city swimming pool after we pumped it out and cleaned it. Began filling the pool on 05/11/2020 with the autofill system which ran through the weekend and was completely full by the end of the day on 05/15/2020.
- Updated all water valve books and curb stop locations books annually.
- Installed approximately 97 new computer speed read meters totaling approximately 3493.
- Run daily water slips for the water office.
- Flag all fire hydrants before winter months so they don't get covered in snow.
- Made seven (7) new water taps.
- Replaced two service lines from a leaking curb stop and replaced one (1) lead service line.
- Made a 6" live tap on Krieger Street.

SEWER LINES

- Cleaned 1,312' of sewer lines this past year.
- Televised several sanitary and storm lines for tap locations and issues.
- Made four (4) new sanitary sewer taps.
- Repaired one (1) plugged taps with roots or that was broken down.
- Installed approximately 1,100' of 36" storm tile from 273 W. Leggett Street south to the ditch. Started 12/07/2020 and was completed by 12/23/2020.
- Repaired storm tiles and basins that were causing a washout and/or not properly draining.
- Made five (5) new storm taps.
- Treated the pond on Enterprise Avenue and Rotary Park for algae.
- Inspected and televised 1,856' of sewer lines
- Inspect and maintain all pump stations weekly.

- Changed floats at Brenner's pump station as needed.
- Changed the pump at Brenner's pump station

PARKS

- The Public Works Departments mows and maintains 160 acres of grass in the parks and bike trail during mowing season.
- Start up and run system to water Biddle Park during the season as needed.
- Repair leaks on the sprinkler system as well as replace sprinkler heads and valves as needed.
- Applied round up at the parks, city buildings and bike path for weed control.
- Clean and maintain all shelter houses yearly when rented which requires 2 hours of manpower per rental.
- Maintain and repair tennis courts, lights, nets and windscreens.
- Maintain and repair the basketball courts in each park.
- Pick up trash in all parks and shelter houses daily as needed.
- Pulled all old cracked concrete from around Biddle Park's main hub and dugouts and replaced with 18 yards of concrete.
- Poured a concrete pad for the new batting cages at Biddle Park.
- Built eight (8) new dugout roofs for the north baseball fields at Biddle Park.
- Clean and get the city pool ready to start up the season annually.
- Winterize the swimming pool and bathhouse at the end of the season.
- Repair the playground equipment as needed.

GENERAL MAINTENANCE

- Pick up trash weekly downtown and at the city buildings.
- Maintain and replace the bulbs in all traffic lights.
- Asphalt roads for maintenance repairs.
- Repair and/or replace damaged posts and road signs.
- Pour concrete for sidewalks, driveways and curbs for maintenance repairs.
- Level and seed yards from repairs made throughout the year.
- Planted and replaced 20 new trees.
- Cut approximately 39 trees down, grounded stumps and filled with dirt and seeded.
- Pickup brush along the boulevard alternating weekly; north side 1st and 3rd weeks and the south side the 2nd and 4th weeks each month.
- Run leaf pickup in the fall during leaf season for approximately 8 weeks.
- Run street sweeper twice a week to sweep curbs and streets.
- Maintain and level stone in alleys in the spring and fall.
- Winter months we salt and plow the roads as needed.
- Haul snow piles from the downtown area after a heavy snowfall.
- Water and fertilize new trees planted throughout the summer.
- Push mow parking lots, Chamber building and the Welcome to Wauseon signs.

- Spray for mosquitos twice a week during the summer months.
- Paint street and parking lot lines around town.
- Mow and maintain ditches, roadways, rails to trails and retention ponds.
- Check and replace all lights in the Christmas decorations before putting up.
- Made repairs and repainted the wooden train set at the Depot Park.
- Built new box car to add to the Depot Train Set.
- Did maintenance repairs to the roof beams at the Miami Shelter House; wrapped the beams with new wood for support, then wrapped the support wood with cedar for a better appearance.
- Framed in and put steel sides on the open bay at the north end of the Waste Water Plant to help with the wind.
- Added more stone around the banks at the Rotary Park pond.
- Replaced and repainted the walk through door on the west side of the Chamber building.
- Did work on the Wabash Cannonball Trail; filled in all low spots with stone and rolled in to smooth it out. Put a top coat of asphalt grindings on top then compacted it for a smooth surface. This was done from the end of Dickman Road to County Road 22.

Wauseon Water Plant

2020 Year in Review & Production Figures

Production Information

Raw Service Meter for 2020: 286.045 million gallons

Water Sold/ accounted for in 2020: 233.132 million gallons

Average Daily Production for 2020 was 0.781 million gallons

Highest Daily Production was July 3rd at 1.089 million gallons.

Lowest Daily Production occurred on March 18th at 0.383 million gallons.

2020 At the Plant

-A 12" main break in Delta required us to open up the line interconnecting the communities. Delta's acting superintendent switched valves the wrong way at the Worthington water tower, preventing any Wauseon water from going their way to help. This is the same thing that was done that prevented us helping at the second Metal X fire.

-In March the City evokes quarantining to any personnel that are outside of Ohio. Two operators at the plant were gone on vacation at the time, requiring remaining staff to cover weekends and shifts for the two weeks. Co-Vid continued to be an issue throughout the rest of 2020, keeping the water plant closed to the public and requiring employees to take temperatures daily and cancel vacations.

-Due to the Co-Vid situation, a mutual aid agreement was drawn up for Wauseon, Napoleon, Archbold, and Defiance. Defiance was added to a pre-existing agreement for laboratory assistance if necessary, and helping with operator of record issues was also addressed in the new statement.

In May, the house situated in Reighard Park burnt down. Staff was notified, and kept abreast of the situation in case more water was needed. Fortunately, water use for the fire was not significant.

Rob Binkley and Ryan Zimmerman assisted the public works department with hydrant flushing in June.

Test equipment for harmful algae was offline in July, requiring us to have Archbold run tests for us. We had run tests for Archbold and the rest of area earlier in the year and also in 2019. A technician with the company was required to come out to repair microcystin test equipment.

Lead and copper triennial testing was completed in the distribution system in 2020. Over 20 homes were tested, with very low copper numbers, and all showing no detection on lead.

Public Works came out in August to replace concrete on dam in Stuckey Ditch. The dam had failed and fell over due to constant erosion. The water plant has begun using water from Stuckey ditch again now that the repairs have been made. Ben Johnston and his crew did a great job that was very appreciated.

A new lime slaker was installed by staff to replace one that was beginning to fail. The old one was originally installed in 1996. The plant staff installed the unit to save the city the \$30,000 installation cost. Both slakers have now been replaced.

Work was done to install a boat ramp into the small reservoir. It was built to be accessible from the front launch site. This will help with doing treatments to the reservoir by boat.

Divers came out in October to do required inspections of the clearwells, wetwell, and both reservoirs. This is a requirement of the EPA to have done periodically. Everything looked very good and went well.

Due to a leak that began in the west pump house in November, a local dive team was called in to do an emergency dive and try to install a plate over the water line that sends water from the west pump house into the big reservoir. A stand pipe that had fallen over many years ago damaged the concrete surface, but the dive team managed to get a decent seal even though fighting very cold temperatures. The leak was greatly slowed, and no longer is thought to be the damage to the reservoir. More work will be done in 2021 to make sure seal is holding and to investigate leaking valve.

High Nitrates in the Maumee caused Wauseon to switch valves so Napoleon could take a percentage of their water from the reservoir to lower high nitrate levels. This stayed in effect all of December. This is not typical and had not happened since around 2004. The only staff that was aware of the previous time it happened was Lou Thourot, and Lou notified Napoleon that it may last longer than they originally thought. This helped them to make plans to stay on line with Wauseon.

Noah Ganger passed his class I water license in 2020. This was his first attempt at taking the test, and we are very proud of his accomplishment. The water plant now has Noah with a class I, and Rob Binkley, Ryan Zimmerman, and Austin Abbott all with class IIs.

With the lock down in place, work was focused to plant improvements throughout 2020. Staff replaced all ceiling tiles, changed over most light fixtures to more energy efficient led bulbs, painted, replaced emergency and exit lighting, and performed other improvements.

Harmful algae blooms continued to be an issue at the water plant. Most of the second half of 2020 was spent drawing water from the little reservoir that seems to stay clearer of the difficult blooms. Treatment at the plant prevented any issues in the finished water.

Prepared by Lou Thourot,

Water Plant Superintendent

Wauseon Recreation Program Year End Analysis Spring 2020, Summer 2020, Fall 2020, Winter 2020

- **Recreation Spring Soccer**—116 kids
 - Ages 4-6= 46 kids; Grades 1-8=70 kids
 - Registration deadline: March 6, 2020
 - Fee: \$20 (ages 4-6) \$30 (grades 1-8)
 - Conduct a clinic by age groups
 - Thursday afternoons & Saturday mornings
 - Ran by varsity coach, players, and parent volunteers
 - Use Field 5; 5 sessions for 4-6 yr olds
 - 10 sessions for grades 1-8 scheduled
 - Cancelled due to COVID-19

- **Softball**--- 94 girls
 - Registration deadline: March 4, 2020
 - Fee: 1 season-\$50, 2 seasons-\$80
 - 10U-24 players
 - 12U-28 players
 - 14U-17 players
 - 8U-25 players
 - Wizards Spring League, NWOAL summer league
 - Cancelled due to COVID-19

- **Spring Baseball**---23 players
 - Registration deadline: February 26, 2020
 - Fee: \$100
 - 13U-10 players; 14U-13 players
 - Coaches Joe Schneider & Nick Tule (13U) Joe Rodriguez (14U)
 - Also the summer teams
 - Cancelled due to COVID-19

- **Summer Travel Baseball**—88 boys
 - Registration deadline: February 28, 2020
 - Fee: \$80
 - # of players: 8U-11; 9U-13; 10U-11; 11U-14; 12U-13; 13U-13; 14U-13
 - Coaches: Tiplady (8U), Hamilton (9U), Marks (10U), Wyse (11U), Porter (12U), Tule (13U), Rodriguez (14U)
 - Play in the NWOAL summer league plus three tournaments
 - Cancelled due to COVID-19
 - Conducted a clinic in July with intersquad games also

➤ **Summer Recreation Baseball**---117 kids

- Registration deadline: February 28, 2020
- Fee: \$40
- Start Smart Baseball: 22 boys
- K-Ball: 23 boys
- Rookie League: 41 boys (grades 1-2)
- LL Minor: 18 players (grades 3-4)
- LL Major: 13 players (grades 5-7)
- Cancelled due to COVID-19

➤ **Summer Recreation Softball**—19 girls

- Registration deadline: February 28, 2020
- Fee: \$40
- Start Smart Softball—10 girls (Ages 4-6)
- K-Ball Softball---9 girls
- Cancelled due to COVID-19

➤ **Strider Track & Field**—4 kids

- Registration deadline: May 29, 2020
- Fee: \$25
- At the track led by coach Allen
- Cancelled due to COVID-19

➤ **Guidelines to Golf**----2 kids

- Registration deadline: June 26, 2020
- Fee: \$40
- Ages: 8-15
- Ironwood Golf course; Mon-Thurs
- Cancelled due to COVID-19

➤ **Recreation Fall Soccer**—61 kids

- Registration deadline: August 7
- Fee: No fee charged at time of registration; Payment due (\$30) at a later date
- K-2 league—44 kids (6 teams)
 - Fields 8-11, 5 game schedule
 - Tuesdays @ 5:30pm beginning after Labor Day
- Grades 3-4—17 kids (3 teams)
 - Coaches: Underwood & Sommers
 - 9 game schedule
 - Played on Field 7 (keep parents on opposite side of players)
 - Played other community teams (Delta, Swanton, Evergreen)

- **Fall Softball**—24 girls
 - Registration deadline: August 7, 2020
 - Fee: No fee due at time of registration. Payment due (\$40) at a later date
 - 12U-11 girls, coach Horner & Morr
 - 14U-13 girls, coach Schang
 - Ran thru the Wizards Fall League
 - Played games on Sunday (DH)
 - 14U only paid two games—No fee charged
- **Fall Start Smart**: 36 kids (football/soccer) Ages 4-6
 - Registration deadline: August 14
 - Fee: \$25-one sport, \$40-two sports
 - No fee charged at registration. Payment due at a later date.
 - Soccer: 18 kids
 - 5:30pm on Tuesdays, 4 sessions
 - Schedule begins after Labor Day
 - Flag Football: 18 kids
 - 'Practices' on Start Smart Fields
 - 5:30pm on Thursdays, 4 sessions
 - Schedule begins after Labor Day
- **Fall Rec Volleyball**: 45 girls (grades 3-6)
 - Registration deadline: September 18
 - Fee: No fee charged at registration. Payment due (\$30) at a later date
 - Number of girls: 3rd/4th grade-20 girls, 5th/6th grade-25 girls
 - Practices @ Primary School on Saturday Mornings. 9am/10am
- **Flag Football**—52 kids
 - Registration deadline: August 7, 2020
 - Fee: \$30, No fee charged at registration. Payment due at a later date
 - 1st/2nd Grade: 24 kids (3 teams)
 - (Six) Games on Monday @ 5:30/6:30 on Haas Door field
 - Schedule began on September 14
 - 3rd/4th Grade: 28 kids (3 teams)
 - Nine games plus tournament at the end of the season
 - Played in Archbold travel league
 - Away games on Saturdays
 - Home games on Thursday @ 6pm on Legion Field
- **Wauseon Travel Soccer**—74 kids Fall and Spring
 - Registration deadline: July 13, 2020
 - Fee: \$185. No fee charged for fall. Payment due at a later date.
 - Fielded the following teams: Boys-U10, U11, U12, & U14; Girls-U9, U11 & U14
 - Played in the NWOYSL

- Preseason tournament in BG
- 10 regular season games
- **Wauseon Youth Football**—65 kids
 - Registration deadline: July 24, 2020
 - Fee: No fee charged this year! Fundraiser was only source of income
 - Four teams: Red, Gray, Black, White
 - Coaches: Smith J.(Red), Salay (Gray), Gype (Black), Parsons (White)
 - Parents meeting in late July @ WMS
 - Held Skills Camp for three days in early August
 - Practice in full pads 8/12-10/17
 - Six games plus one scrimmage
 - Games on Saturday mornings
 - Cancelled Game Under the Lights due to COVID.
- **Little Indians Basketball**-122 kids
 - Registration deadline: November 20
 - Fee: \$40
 - Boys 1/2-29 Girls 1/2-15
 - 3/4-25 3/4-10
 - 5/6-16 5/6-27
 - Travel Teams in the 5th and 6th grade; both boys and girls.
 - Travel teams practiced three days/ week. Also entered into tournaments
 - Little Indians sessions were held on Saturdays from 9am-2pm at the Primary School beginning December 12, 2020. There were six scheduled sessions.
 - **Start Smart basketball**-36 kids.
- **Jr. Karate Winter/Spring**- 5 kids
- **Open/Family Karate Fall/Winter**- 3 participants
- **Open/Family Karate Winter/Spring**- 8 participants
- **Tomahawk Wrestling Club**- 56 kids
 - Registration deadline: November 10, 2020
 - Fees: K-1 (\$30), 2-6 (\$45), Non-Resident (\$55)
 - Run by Varsity Wrestling Coach Mike Ritter
 - Practices held at the Athletic Facility Building
 - WRA takes in 8% of the registration fees
- **Adult Volleyball**
 - \$150 registration fee per team
 - Four Women's teams
 - Six Co-Ed teams
 - Games on Tuesday nights at Primary

➤ **Adult Men's Church basketball league**

- \$350 registration fee per team
- Six teams
 - Crossroads Wauseon (2 teams)
 - Crossroads Napoleon
 - First Church of God
 - St. Caspar's
 - Lockport
- Games on Monday nights 6:30-9:30
- Play began on January 4 and runs thru March 29

Recreation Fall Sport	Registrations 2019		Difference	Registrations 2020	
Travel Soccer	76		-3	73	
Flag Football 1-4	59		-7	52	
Recreation Soccer	111		-48	63	
Fall Softball	35		-11	24	
Fall Volleyball	52		-32	20	
Start Smart	55		-21	34	
Soccer		40	(-17)		23
Football		27	(-9)		18
Youth Football	64		2	66	
Karate	19		-15	4	
Totals	471		-135	29%	336

2020

WWRP

YEAR END

REPORT

2020

WATER RECLAMATION PLANT YEAR END REPORT

TO: KEITH TORBET, DIRECTOR OF PUBLIC SERVICE

PLANT FLOWS

The Water Reclamation Plant treated 415.29 million gallons of wastewater in 2020. This was an decrease of 172.17 million gallons from 2019. We hauled 126.6 dry tons (840,878 gallons) of dewatered biosolids to the landfill.

	<u>2018</u>	<u>2019</u>	<u>2020</u>
Plant Flow	504.62 MG	587.46 MG	415.29 MG
Biosolids (Dry Ton)	59.29	222.8	126.6
Biosolids (Gallons)	355,200	1,565,101	840,878
Plant Bypass	18.46 MG	17.14 MG	2.76 MG
Rainfall totals	37.03 inches	42.30 inches	26.16 inches

PERMIT VIOLATIONS

There were five minor violations this year.
Violation letters to EPA enclosed.

PLANT BYPASS

The plant recorded three overflows in 2020.

CAPITAL IMPROVEMENTS

Due to COVID, we held off on any capital improvements for the year.

PERSONNEL

Sonny Crawford (class III), Kim Schantz (Class II), Vinny Bedsole (Class I) continue to work hard to keep the plant running smoothly.

PLANT

Again, because of Covid, most projects were put on the back burner. We had some issues with low pH because of the lack of rainfall. We shut down one primary and one final clarifier which helped to get our pH back in line. A shout out to Public Works for inclosing the area around the biosolds roll off. We can now press biosolids year round without worrying about equipment freezing up. Overall, we had little issues with the operations of the plant.

WORKSHOPS & MEETINGS

We continue to attend meetings and workshops that provide contact hours and education along with OEPA updates to keep our licenses current as required by the City and OEPA.

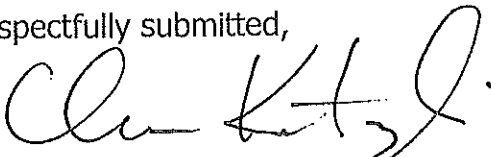
<u>Revenue from Septage Receiving</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
	\$8,215.00	\$16,172.50	\$20,925.00

<u>Revenue from Laboratory Services</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
	\$2,045.00	\$2,113.00	\$1,480.00

<u>UTILITIES & CHEMICAL EXPENSES</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Toledo Edison	\$52,727.24	\$60,989.39	\$58,538.13
Ohio Gas	\$12,741.18	\$12,938.51	\$12,724.67
Chlorine/Sulfur Dioxide	\$4,734.00	\$3,752.25	\$4,005.00
Hyper-ion 1997	\$52,727.24	\$53,121.90	\$43,044.00
Tidewater (polymer)		\$20,868.00	\$25,419.00

Kim, Sonny, Vinny and I look forward to having your support in the future.

Respectfully submitted,



Clem Kutzli, Superintendent WRP

PERCENT REMOVAL 2020

	IN	OUT	% REMOVAL
CBOD	171	3	98 %
AMMONIA	20.41	0.62	97 %
PHOSPHORUS	4.45	0.25	94 %
SUSPENDED SOLIDS	179	2	99 %

YEAR	CBOD-5 RAW	CBOD-5 FINAL	% Removal	SUSPENDED SOLIDS RAW	SUSPENDED SOLIDS FINAL	% Removal	AMMONIA RAW	AMMONIA FINAL	% Removal	PHOSPHORUS RAW	PHOSPHORUS FINAL	% Removal	BIOSOLIDS GALLONS DRY TONS	EFFLUENT FLOW
1990	139.22	3.06	97.80%	199.2	7	96.50%	13.94	0.77	94.50%	4.49	0.25	94.40%	484700	114.95
1991	157.75	3.13	98%	204.3	8	96.10%	20.91	0.83	96.00%	4.21	0.28	93.40%	819550	149.25
1992	123.55	2.35	98.10%	176.72	7.48	95.80%	13.63	0.31	97.70%	3.73	0.33	91.20%	651200	144.63
1993	53.27	1.39	97.40%	163.3	8.2	95%	16.12	0.66	96.00%	4.31	0.37	91.40%	688200	162.54
1994	172.41	5.19	97%	191.1	11.1	94.20%	18.49	3.92	78.80%	5.52	0.55	90.00%	645450	152.57
1995	203.48	4.61	97.70%	158.79	6.36	96%	21	0.97	95.40%	5.67	0.62	89.10%	773300	160.01
1996	204.63	5.13	97.50%	144.25	4.77	96.70%	16.99	1.63	90.40%	4.78	0.37	92.30%	765900	162.58
1997	162.06	5.47	96.60%	114.09	6.67	94.20%	13.79	1.21	91.20%	3.58	0.46	87.20%	956440	185.54
1998	153.63	2.73	98.20%	125.46	4.61	96.30%	16.71	0.15	99.10%	3.59	0.39	89.10%	745550	168.79
1999	191.74	2.93	98.50%	149.1	4.99	96.70%	19.68	0.23	98.80%	3.44	0.4	88.30%	566100	141.87
2000	187.71	3.28	98.30%	157	5.2	96.70%	20.58	0.47	97.70%	2.31	0.28	87.90%	915750	190.85
2001	164.49	3.1	98.10%	137.6	5.4	96.10%	28.5	0.87	96.90%	5.31	0.61	88.50%	841750	238.15
2002	196.2	2.5	98.70%	150.9	5.9	96.10%	24.61	0.37	98.50%	5.3	0.77	85.50%	741850	177.11
2003	158.9	4	97.50%	130.9	6.4	95.10%	18.45	3.6	80.50%	4.55	0.29	93.60%	875050	211.65
2004	199.9	3.1	98.40%	167.2	5.7	96.60%	21.33	0.44	97.90%	6.74	0.52	92.30%	880600	195.12
2005	196.2	2.6	98.70%	168.7	5.7	96.60%	20.22	0.49	97.60%	6.24	0.58	90.70%	815850	154.78
2006	176.4	3.5	98%	136.6	4	97.10%	16.59	0.11	99.30%	5.35	0.52	90.30%	671550	143.15
2007	168.7	3.1	98.20%	157.3	4.2	97.30%	17.91	0.1	99.40%	5	0.34	93.20%	706700	179.6
2008	199.1	3	98.50%	164	4.2	97.40%	16.73	0.29	98.30%	5.26	0.42	92.00%	701150	155.11
2009	209	3	98.60%	214	4	98.10%	14.41	0.31	97.80%	6.4	0.4	93.80%	895350	182.69
2010	192	4	97.90%	184	4	97.80%	12.55	0.43	92.30%	5.2	0.4	92.30%	743700	159.49
2011	180	4	97.80%	169	5	97.00%	9.12	0.59	98.40%	4.1	0.2	95.10%	435250	105.3
2012	237	4	98.30%	244	3	98.80%	17.16	0.27	98.40%	6.1	0.3	95.10%	897550	320.38
2013	179	3	98.30%	201	4	98.00%	17.3	0.46	97.30%	5.6	0.4	92.90%	690050	161.49
2014	176	3	98.30%	166	4	97.60%	17	0.47	97.20%	4.1	0.4	90.20%	691900	157.76
2015	201	2	99.00%	164	3	98.17%	18.16	0.53	97.08%	4.3	0.32	92.60%	828803	186.34
2016	204	4	98.03%	190	4	97.89%	18.23	0.4	97.81%	4.23	0.46	89.13%	792455	152.29
2017	175	3	98.29%	146	2	98.60%	15.37	0.41	97.30%	3.74	0.41	89.60%	904,650	167.19
2018	143	3	97.90%	126	3	97.62%	29.72	0.639	97.85%	2.91	0.32	89.00%	355,200	59.29
2019	147	3	98%	154	3	98%	14.66	0.7	95%	3.68	0.29	92%	1,565,101	222.8
2020	171	3	98%	179	2	99%	20.41	0.62	97%	4.45	0.25	94%	840,878	126.6

BIOSOLIDS 2020

	GALLONS	DRY TONS
JANUARY	0	0
FEBRUARY	0	0
MARCH	91,067	13
APRIL	144,855	19.2
MAY	145,854	22.4
JUNE	91,923	20.8
JULY	0	0
AUGUST	0	0
SEPTEMBER	164,075	21.8
OCTOBER	104,713	13.8
NOVEMBER	56,507	8.6
DECEMBER	41,884	7.0
TOTALS	840,878	126.6

Septage totals 2020

Gallons

	Lyons	Maston	S&S Solutions
January	17,750	3,500	
February	14,000		
March	38,650		
April	46,950		
May	42,400		7,000
June	37,300		3,000
July	52,150		
August	36,150		6,900
September	59,750	17,000	
October	18,500		
November		11,000	
December		6,500	
TOTALS	363,600	38,000	16,900

WAUSEON WATER RECLAMATION PLANT

To: Jamie Giguere - Director of Finance

From: Clem Kutzli

Date: January 4, 2021

Subject: 2020 Year End Inventory

25.25 Dry Tons Hyper+Ion 1997 @ \$326.00 =	\$8,231.50
1050 Pounds Chlorine @ \$0.41 per pound =	\$430.50
1050 Pounds Sulfur Dioxide @ \$0.88 per pound =	\$924.00
1765 Pounds of Polymer @ \$1.85 per pound =	\$3,265.26
<u>353 Gallons Diesel Fuel @ \$1.856 per gallon =</u>	<u>\$ 655.17</u>
TOTAL	\$ 13,506.43

2020 City of Wauseon Combined Sewer Overflow Annual Report

Date	Location	Duration/Hours	Volume/MGD	Suspended Solids	BOD	Rainfall/Inches
No Events	008					
No Events	004					
1/12/2020	602	3	0.44	24	56	1.27
1/13/2020	602	16	0.01			0.04
3/29/2020	602	4.52	0.04			0.36
5/19/2020	602	7	1.36	80	78	1.56
5/20/2020	602	24	0.91			0.01
Totals		54.52	2.76			3.24

**DEPARTMENT OF ZONING AND HOUSING
2020 YEAR END REPORT**

MONTH	PERMITS	ESTIMATED COST OF CONSTRUCTION	FEEES COLLECTED
January	2	\$ 343,200.00	\$ 2,165.00
February	1	\$ 220,960.00	\$ 100.00
March	3	\$ 150,000.00	\$ 2,195.00
April	5	\$ 9,236.00	\$ 150.00
May	17	\$ 1,162,588.00	\$ 2,080.00
June	12	\$ 383,134.00	\$ 10,922.00
July	2	\$ 10,000.00	\$ 60.00
August	3	\$ 13,900.00	\$ 90.00
September	3	\$ 12,230.00	\$ 90.00
October	5	\$ 284,159.00	\$ 2,255.00
November	3	\$ 61,816.00	\$ 90.00
December	3	\$ 20,900.00	\$ 90.00
TOTALS	59	\$ 2,672,123.00	\$ 20,287.00

NOTE: Permit fees include water/sewer/storm tap fees.

Residential/Commercial/Industrial Breakdown for year 2020

Residential	\$ 2,230,077.00
Commercial	\$ 442,046.00
Industrial	\$ -
TOTALS	\$ 2,672,123.00

YEAR	PERMITS	ESTIMATED COST OF CONSTRUCTION	FEEES COLLECTED
2016	119	\$ 26,834,946.00	\$15,097.15
2017	63	\$ 3,748,683.00	\$23,764.45
2018	47	\$ 9,077,411.00	\$59,786.00
2019	71	\$ 10,719,193.00	\$49,609.00
2020	59	\$ 2,672,123.00	\$20,287.00

There were five (5) permits issued for five (5) single family dwelling units constructed in 2020.

There were fifty-one (51) Maintenance Code Violations/Complaints received during 2020:

- 6 Exterior structure maintenance/appearance complaints
- 2 Garbage complaints
- 17 Tall Grass/Weed complaints
- 22 junk/rubbish complaints
- 4 front porchs filled with junk complaints

Respectfully submitted,
Trudi L. Mahnke
Administrative Assistant

Wauseon Fire Department



Wauseon Chief, Officers and Administration



Richard Sluder, Fire Chief rsluder@cityofwauseon.com	419.335.7831
Phil Kessler, Assistant Fire Chief philkessler@wauseonfire.com	419.335.7831
Jeremy Shirkey, Assistant Fire Chief jeremyshirkey@wauseonfire.com	419.335.7831
Jason Fisher, Captain jason.fisher@cityofwauseon.com	419.335.7831
Andrew Sauder, Captain andrewsauder@wauseonfire.com	419.335.7831
Sean Rossman, Lieutenant seanrossman@wauseonfire.com	419.335.7831
Brady Schaffner, Lieutenant bardyschaffner@wauseonfire.com	419.335.7831
Justin Gault, Lieutenant justingault@wauseonfire.com	419.335.7831
Brittany Roof, Executive Assistant Brittany.roof@cityofwauseon.com	419.335.7831

Fire Department Phone: 419-335-7831
Fire Department Homepage:
www.wauseonfire.com



Message from the Chief

It is my pleasure to present you the 2020 Wauseon Fire Department annual report as a summary of the outstanding and dedicated work our department completed during the pandemic that shook the nation. The information contained in this report is a reflection of the combined efforts of the outstanding men and women of our department. We are proud of the services we provide and want to share with you how well we overcame what most would consider a gride lock due to the pandemic. Our performance last year provided us with some vital statistics and major accomplishments within the City of Wauseon that helped us achieve our mission. As Chief, I am truly proud of our members' accomplishments, and I applaud their outstanding performance this past year.

Wauseon constantly strives to maintain its high levels of service and to ensure the best quality of life for all of its citizens. Wauseon Fire Department is a key component in the City's efforts to provide a safe community for its residents, visitors, and businesses. Our members accept and embrace their roles, and we continue to prepare for not only the day-to-day challenges, but the ones on the horizon that we will be faced with in the future.

As the Wauseon Fire Department continues to move forward during this pandemic, we have implemented changes to the station and to our responses. Along with our deconning stations, we have put together the appropriate measure so our department is keeping all those who come into contact with us as safe as possible. We have had to work with our hospital, health department, and sheriff's department on a closer scale to get specifications in place when it comes to Covid-19. Protecting the individuals within my department and those who come into contact with us is our key mission during this pandemic.

It is my distinct honor and privilege to lead a progressive, customer-driven, Fire/ EMS department that constantly works hard to meet the fire and rescue needs of its community. I encourage you to contact us if you have any questions or if you have suggestions to improve our services to you and the community. I also invite you to visit the Wauseon Fire Department website (www.wauseonfire.com) to find more information about our department and how we help contribute to this vibrant, progressive, responsible, and safe community for all who call Wauseon home.

Respectfully submitted,

Fire Chief Richard Sluder





Vision

As a firefighter and member of the Wauseon Fire Department, my fundamental duty is to serve the community; to safeguard and preserve life and property against the elements of fire and disaster; and maintain a proficiency in the art and science of fire engineering.

Mission

The Wauseon Fire Department will embrace the opportunity of every new day to learn, train, and prepare for the privilege of serving mankind: honoring our commitment to always be ready when the people really need us.



Core Values

INTEGRITY – THE WAUSEON FIRE DEPARTMENT DEMONSTRATES INTEGRITY BY:

- Being loyal to the department's vision and mission
- Conducting ourselves with a high level of morality
- Conducting ourselves with the utmost honesty at all times
- Showing self-respect and respect for others
- Taking responsibility for our actions

PROFESSIONALISM – THE WAUSEON FIRE DEPARTMENT IS PROFESSIONAL IN ALL ITS ACTIONS RELATED TO:

- Appearance and behavior
- Respectful attitude
- Concern and compassion for people
- Training, preparedness, readiness and response

COMPASSION – THE WAUSEON FIRE DEPARTMENT DEMONSTRATES COMPASSION TO ITS MEMBERS AND THE COMMUNITY IT SERVES BY:

- Reconciling difference with an open mind
- Showing kindness and concern to our employees and citizens
- Being sympathetic and displaying empathy for others
- Giving consideration to all facts surrounding issues

UNITY – THE WAUSEON FIRE DEPARTMENT RECOGNIZES THAT EVERY EMPLOYEE IS A VALUED MEMBER AND PARTNER IN THE FIRE DEPARTMENT FAMILY BY:

- Supporting a team-oriented approach to issues
- Valuing input from all members of the department
- Communicating openly and honestly, at all levels, without fear of reprisals
- Creating a consistent, trusting, pro-active work environment that promotes feelings of security in all members of the department

HONOR – THE WAUSEON FIRE DEPARTMENT DEMONSTRATES HONOR BY:

- Being respectful of others at all times
- Ensuring actions are done with the goal of the department having the highest level of reputation
- Conducting ourselves so that we are admired by the community
- Acting with honesty, integrity and fairness at all times

Organizational Chart

Wauseon Fire Department				
Fire Chief - Richard Sluder FF/EMT			Fire Chief's Executive Assistant	
1st Assistant Chief FF/Paramedic - Phil Kessler		2nd Assistant Chief FF/EMT - Jeremy Shirley		FF/PIO - Brittany Roof Fire Dog - Blaze
Fire Prevention Bureau	Training Bureau	Fire Suppression, Rescue & Emergency Medical Services		
Fire Prevention Captain FF/EMT - Jason Fisher	Captain of Training FF/Paramedic - Andrew Sauder	A Shift- LT. Sean Rossman FF/EMT - Nick Rice FF/EMT - Tim Newsom FF/EMT - Kara Bok	B Shift- LT. Brady Schaffner FF/Paramedic - Brian Groves FF/EMT - Jared McCann	C Shift- LT. Justin Gault FF/Paramedic - Joel DeLong FF/AEMT - Josh Anderson
		Part-Time Personnel: FF/EMT - Jayla Beal FF/Paramedic - Jed Bowers FF/Paramedic - Ben Kohler FF/EMT - Nicholas Rohrs FF/EMT - Ryan Hake		
		FF/Paramedic - Curt Bowerman FF/EMT - Jacob Gillen FF/EMT - Kaitlin Przeglora FF/EMT - Carter Connin		



Department Overview

2020: A Year of Progress:

2020 proved to be another year of significant progress for the Wauseon Fire Department. In 2020 the Wauseon Fire Department integrated a computerized evaluations software called My Evaluations – Target Solutions. My Evaluations allows us to streamline our organization's completion of annual and mid evaluations, while also allowing us to streamline all our administration paperwork which is more efficient. It gives us the capability to track all evaluations and any administration paperwork that our department needs to have on file. We also implemented a new EMS medication and supply digital software making it easier to track expiration dates and quantities for better alerting when replacement is needed. In the final push at the end of the year our Executive Assistant worked closely with Code3Creative to redesign our department website making it more clear, concise and user friendly. We encourage you to take a look if you haven't already!

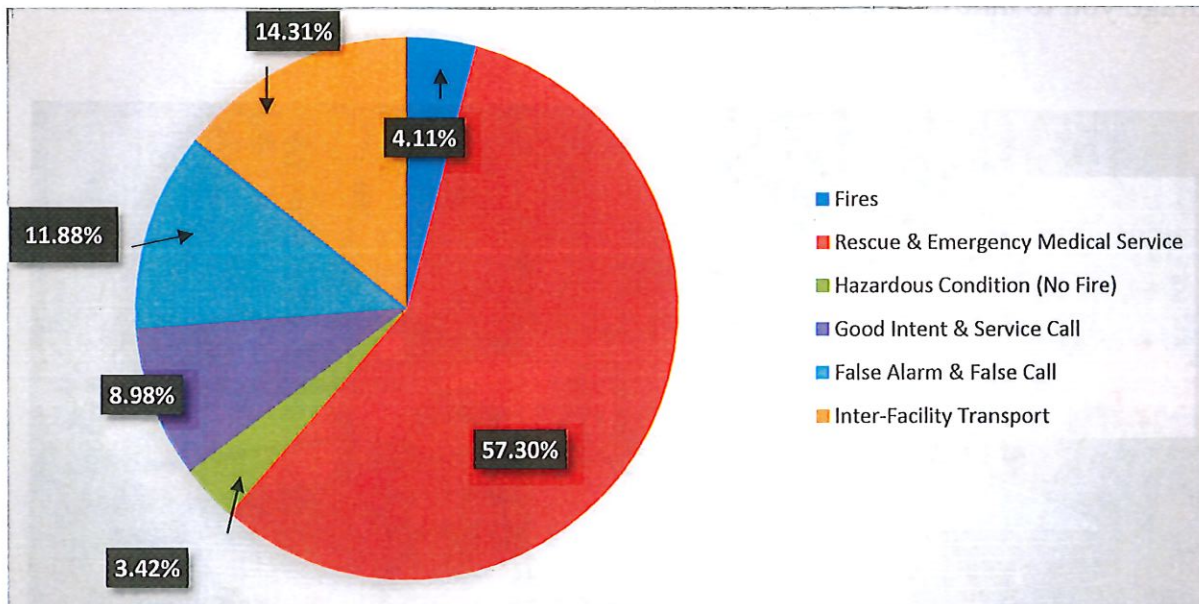




Department Overview

RUNS YEAR TO DATE 2020 TOTAL- 1,726

INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	71	4.11%
Rescue & Emergency Medical Service	989	57.30%
Hazardous Condition (No Fire)	59	3.42%
Good Intent & Service Call	155	8.98%
False Alarm & False Call	205	11.88%
Inter-Facility Transports	247	14.31%
TOTAL	1,726	100.00%

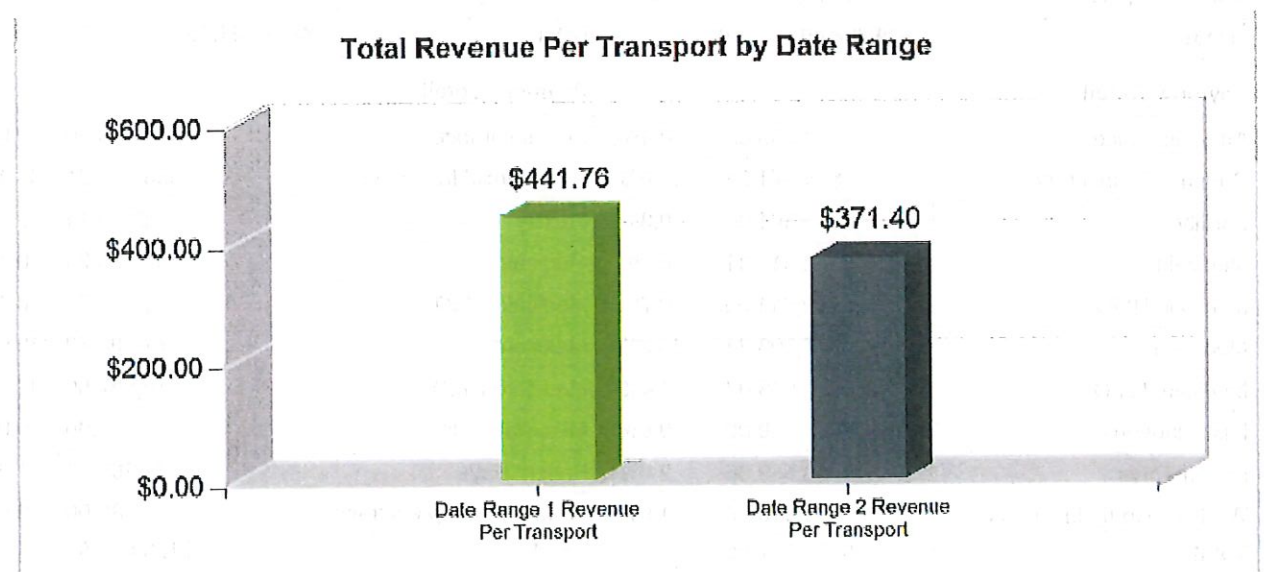
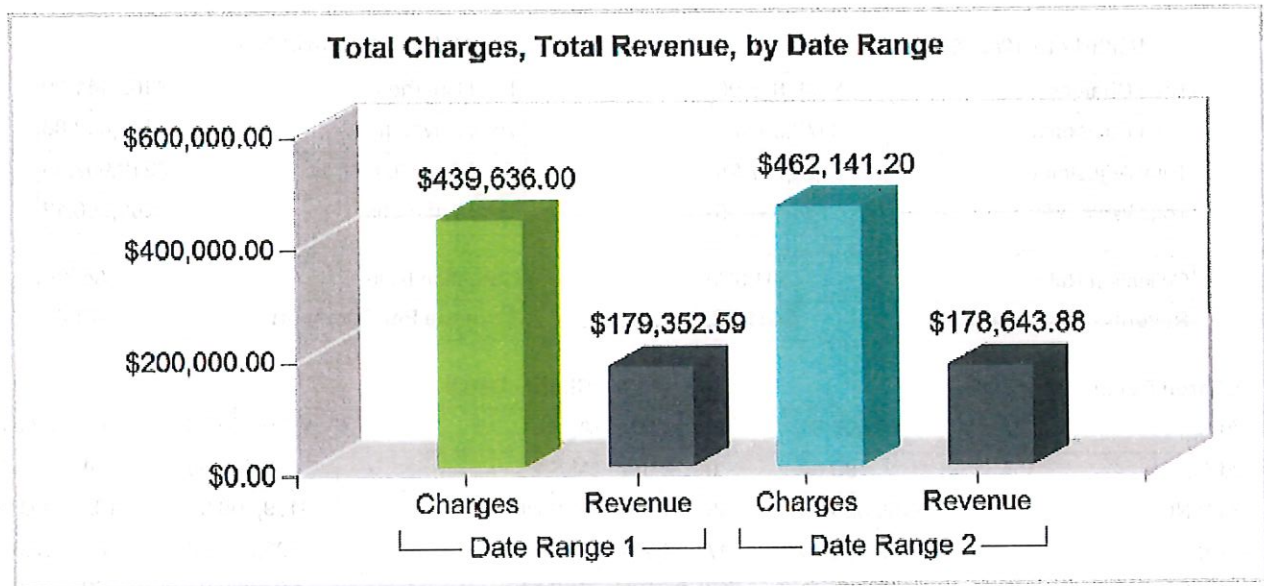


The Wauseon Fire Department proudly responded to more than 1,726 calls for emergency medical services in 2020, approximately 100 less calls for service than the previous year due to the Covid-19 pandemic that hit our nation. Members also proactively completed nearly 4,200 collective hours of training in 2020 of which 709 hours were completed in house. The Wauseon Fire Department continues to evaluate the needs of the community and strives to shape the Emergency Response Model to meet the community's needs in a timely and fiscally responsible manner.



Department Overview

Medicount Overview





Department Overview

Medicount Overview

1/1/2019 to 12/31/2019

Total Charges	\$439,636.00
Total Payments	\$179,352.59
Total Adjustments	\$224,777.28
Total Write-offs	\$64,131.35

Collection Rate	91.9%
Revenue Per Transport	\$441.76

1/1/2020 to 12/31/2020

Total Charges	\$462,141.20
Total Payments	\$178,643.88
Total Adjustments	\$212,997.43
Total Write-offs	\$61,656.12

Collection Rate	84.7%
Revenue Per Transport	\$371.40

Charge Detail

ALS	\$9,000.00	12	3.0%
ALS 2	\$0.00	0	0.0%
ALS NE	\$180,525.00	249	61.3%
BLS	\$9,350.00	17	4.2%
BLS NE	\$76,800.00	128	31.5%
Mileage	\$163,961.00	28.8	
Non-Transport	\$0.00	0	0.0%
Total	\$439,636.00	406	

Charge Detail

ALS	\$120,750.00	161	33.5%
ALS 2	\$3,400.00	4	0.8%
ALS NE	\$139,200.00	192	39.9%
BLS	\$33,550.00	62	12.9%
BLS NE	\$37,200.00	62	12.9%
Mileage	\$128,041.20	19.1	
Non-Transport	\$0.00	0	0.0%
Total	\$462,141.20	481	

Payment Detail

Auto Insurance	\$685.63	0.4%
Commercial Insurance	\$74,671.34	41.6%
Facility	\$564.00	0.3%
Medicaid	\$518.31	0.3%
Medicaid HMO	\$12,011.98	6.7%
Medicare	\$77,593.24	43.3%
Medicare HMO	\$7,933.07	4.4%
Miscellaneous	\$0.00	0.0%
Patient Pays	\$3,559.66	2.0%
Workers' Comp Insurance	\$1,815.36	1.0%
Total	\$179,352.59	

Payment Detail

Auto Insurance	\$0.00	0.0%
Commercial Insurance	\$68,660.24	38.4%
Facility	\$519.14	0.3%
Medicaid	\$1,173.26	0.7%
Medicaid HMO	\$14,938.25	8.4%
Medicare	\$71,408.79	40.0%
Medicare HMO	\$19,837.56	11.1%
Miscellaneous	\$0.00	0.0%
Patient Pays	\$2,106.64	1.2%
Workers' Comp Insurance	\$0.00	0.0%
Total	\$178,643.88	

Adjustment Detail

Auto Insurance	\$0.00	0.0%
Commercial Insurance	\$55,984.13	24.9%
Facility	\$0.00	0.0%
Medicaid	\$3,273.78	1.5%
Medicaid HMO	\$40,700.56	18.1%
Medicare	\$106,683.50	47.5%
Medicare HMO	\$15,036.56	6.7%
Miscellaneous	\$2,719.34	1.2%
Patient Pays	\$0.00	0.0%
Workers' Comp Insurance	\$379.41	0.2%
Total	\$224,777.28	

Adjustment Detail

Auto Insurance	\$0.00	0.0%
Commercial Insurance	\$54,907.64	25.8%
Facility	\$329.08	0.2%
Medicaid	\$6,244.56	2.9%
Medicaid HMO	\$41,694.40	19.6%
Medicare	\$82,644.81	38.8%
Medicare HMO	\$25,810.13	12.1%
Miscellaneous	\$1,078.93	0.5%
Patient Pays	\$1.40	0.0%
Workers' Comp Insurance	\$296.43	0.1%
Total	\$212,997.43	

***Engaging Community Leaders to
Build the Future of Emergency Services***



www.wauseonfire.com