

CITY COUNCIL MEETING AGENDA

APRIL 11, 2019

LOCATION:

City Administration Building
City Council Chambers
107 E. Main Street
Xenia, OH 45385

NOTE: Regular and Special Sessions are open to the public. Executive Sessions are closed to the public. There is an opportunity for Audience Comments during Regular Sessions only.

Regular Session

1. **CALL TO ORDER** 7:00 p.m.
2. **INVOCATION** (or moment of silence)
3. **PLEDGE OF ALLEGIANCE** Councilman Will Urschel
4. **ROLL CALL** Vice President Edgar Wallace, Councilman Will Urschel, Councilman Dale Louderback, Councilman Wesley Smith, Councilman Levi Dean, Mayor Sarah Mays, and President Michael Engle
5. **APPROVAL OF MINUTES** March 28, 2019, Regular Session
April 1, 2019, Special Session
6. **SPECIAL PRESENTATION(S)** Proclamation ~ Eagle Scout Jacob Fox
Hamvention ~ Jack Gerbs, General Chairman, and Ron Cramer, Dayton Amateur Radio President
7. **AUDIENCE COMMENTS** (Time limit may be imposed by the Chair. Those who wish to speak must sign in and state their names/addresses for the record.)
8. **OLD BUSINESS**
 - A. RESOLUTION 2019-G AMENDING APPENDIX 2 OF THE EMPLOYEES
(Second Reading) BENEFITS MANUAL (NON-UNION WAGE RANGES) OF THE CITY OF XENIA, OHIO, FOR THE YEARS 2019, 2020, AND 2021 (*Introduced by Councilman Smith on 03/28/19*)
9. **PUBLIC HEARING(S)**
10. **NEW BUSINESS**
 - A. ORDINANCE 2019-07 ENACTING CHAPTER 269, TITLED "GENERAL
(Emergency) PROVISIONS," OF THE CITY'S BOARDS, COMMISSIONS, AND COMMITTEES CODE, AND DECLARING AN EMERGENCY (*City Manager*)
 - B. ORDINANCE 2019-08 AMENDING SECTION 298.01(a) OF THE CITY'S FEE
(Emergency) SCHEDULE, AS CONTAINED IN THE CODIFIED ORDINANCES OF THE CITY OF XENIA, OHIO, AND DECLARING AN EMERGENCY (*City Manager*)
 - C. RESOLUTION 2019-H AUTHORIZING THE CITY MANAGER TO EXECUTE
(Emergency) AGREEMENTS WITH THE GREENE COUNTY ENGINEER'S OFFICE AND THE JOHN R. JURGENSEN

**CITY COUNCIL MEETING AGENDA
APRIL 11, 2019**

COMPANY TO COMPLETE THE CITY’S 2019 STREET PROGRAM, AND DECLARING AN EMERGENCY
(City Manager)

- D. RESOLUTION 2019-I
(Introduction) PROVIDING FOR ASSESSMENTS TO BE LEVIED AND AUTHORIZING THE FINANCE DIRECTOR TO CERTIFY THOSE ASSESSMENTS TO THE GREENE COUNTY AUDITOR *(Finance Director)*
- E. Administrative Motion Reappointing Two Members of the Board of Zoning Appeals *(Mayor Mays)*
- F. Administrative Motion Approving 2019 Heritage Tree Nominations *(President Engle)*
- G. Administrative Motion Approving the Schedule of Bills in the amount of \$138,722.25 *(Finance Director)*

11. REPORTS OF COMMITTEES

- A. Board for Recreation, Arts, and Cultural Activities (04/02/19).....*President Engle*
- B. Traffic Commission (April meeting cancelled) *Councilman Dean*
- C. Planning and Zoning Commission (03/21/19 and 04/04/19)..... *Councilman Smith*
- D. Board of Zoning Appeals (03/25/19) *Mayor Mays*

12. APPOINTED OFFICIALS REPORTS AND COUNCIL COMMENTS

- A. City Manager, Finance Director, and Law Director
- B. Mayor and City Council

13. ADJOURNMENT

Published upon approval of the Council President by: Michelle D. Johnson, City Clerk

**XENIA CITY COUNCIL
REGULAR SESSION MEETING MINUTES
MARCH 28, 2019
7:00 P.M.**

- 1. CALL TO ORDER:** President Michael Engle called the March 28, 2019, Regular Session to order at 7:00 p.m. in the City Council Chambers, City Administration Building.
- 2. INVOCATION or MOMENT OF SILENCE:** Those present observed a moment of silence.
- 3. PLEDGE OF ALLEGIANCE:** Mayor Mays led those present in the Pledge of Allegiance in Councilman Urschel's absence.
- 4. ROLL CALL:** Councilman Dale Louderback, Councilman Wesley Smith, Councilman Levi Dean, Mayor Sarah Mays, and President Michael Engle were all present. Vice President Wallace and Councilman Will Urschel were absent.

Motion by Mayor Mays, seconded by Councilman Louderback, to excuse Vice President Wallace and Councilman Urschel from the meeting. No discussion followed. The Roll on this was the following:

Ayes: Louderback, Smith, Dean, Mays, Engle
Nays: None motion carried.

- 5. APPROVAL OF MINUTES:** Motion by Councilman Smith, seconded by Mayor Mays, to approve the March 14, 2019, Regular Session meeting minutes as written. No discussion followed. The Roll on this was the following:

Ayes: Louderback, Smith, Dean, Mays, Engle
Nays: None motion carried.

6. SPECIAL PRESENTATION(S):

Greene CATS – Ken Collier, Executive Director, and Woody Stroud, Transit Chair. President Engle invited Ken Collier with Greene CATS to the podium for his presentation. Mr. Collier thanked Councilman Louderback for the invitation. He noted Mr. Stroud was at the Cincinnati Reds Opening Day and was unable to attend the Council meeting. He then spoke about the services provided by Greene CATS including how and where people can use the bus routes, stops, and flex routes as follows:

- The defined flex routes with scheduled time points start at \$1.50 per one-way ride with free and unlimited transfers between busses that transport riders to locations in Xenia, Yellow Springs, Fairborn, Beavercreek, CSU, and the Dayton RTA.
- Scheduled rides start at \$3.00 per one-way ride at any Greene County location with limited service to Montgomery County.

Councilman Louderback commended Mr. Collier on the Greene CATS service and asked if Greene CATS could be used for people to use daily to get to and from work. Mr. Collier said it is possible; he explained they currently have 45 busses that run about 20 routes daily. Mr. Merriman asked if they expect additional funding from State transportation bills. Mr. Collier said yes, but he did not

know how much. Mayor Mays said she recently did a ride along with Shannon Webster, and she appreciated the travel/ride training that they provide to riders who may not know how to use the system, which can be intimidating. Mr. Collier agreed Greene CATS will help riders learn how to get to their destinations even if that includes providing them information to another transportation provider. President Engle thanked Mr. Collier for his presentation.

7. AUDIENCE COMMENTS: President Engle explained the procedures for audience comments and invited anyone who wished to speak to come forward.

Angela Wilson, P.O. Box 0656, Wilberforce, said she was speaking on behalf of the youth organization Diamonds and Pearls, which she helped to establish back in 1999 in Xenia for a diverse group of local youth who may be experiencing special/educational needs, low income, lack of parental support, etc. This volunteer-based organization mentors the youth through the vehicle of dance but they also have counselors, tutors, etc., who support the children. She requested that the City begin to offer their Community Funding Grant again to help support their organization. They have received the grant in the past, which really helped their organization and allowed them to continue to offer the program free of charge to area youth. With Diamonds and Pearls' recent partnership with Community Action Partnership (CAP), they approved a discounted rental rate for space, but since the CAP's leadership changed, they are now being charged double the rent. They need additional funding to continue to operate and continue to serve the youth of this community. Councilman Louderback asked if the City still offers the Community Funding Grant program. Mr. Merriman said there is no funding currently budgeted as those funds are now used for First Fridays and other downtown events; however, reinstatement of the Community Funding Program could be presented to the Council Budget Committee. Councilman Louderback said Diamonds and Pearls provides a great service to this community.

John Caupp, 936 Orville Way, spoke on Council's recent changes to the Property Maintenance Code, and the quicker they get things mowed, the better. He commented on the issue with CVS' grass last year and suggested the City contact CVS management so they did not have to mow their grass again this year. He believed Vice President Wallace should have abstained from the vote on the Ordinance to amend the Property Maintenance Code because his church owns 56 acres, and they have been cited for not mowing their grass. He then spoke on Resolution 2019-G regarding Non-Union Wages for 2019, 2020, and 2021 on today's agenda and stated he did not support it. He said the city is broke and tax revenues are down. He felt that some administrative positions were being paid too much as compared to similar private sector jobs. He suggested the Council President hold a public special session and discuss ways to cut expenses and provide services more efficiently. He was concerned that his street is in poor condition, and he lives in a newer neighborhood with homes still being built. He recommended Council consider freezing wages for a few years and/or look at cuts to HSA contributions or other benefits. He suggested no longer putting the year's HSA contributions in employees' accounts in January. Rather, he suggested prorating it and adding it to bi-weekly paychecks, so if employees quit at the end of January, they don't walk away with up to \$3,500. He implored Council to be good stewards of the City's dollars, cut expenses, and deliver services more efficiently.

Thomas Scrivens, 725 Lexington Avenue, complimented the Council on the REACH Center, and commended Development Director Steve Brodsky on doing his job well. He has been asked about when more jobs are coming to Xenia as well as the status of Xenia Towne Square. He also raised

concerns about the food desert in downtown and wished there was a downtown grocery option. With spring and the rainy season upon them, he urged the City to keep the catch basins clean and curbs in good repair to avoid pooling water, which infiltrates and degrades streets. He recommended that Council also have compassion on Diamonds and Pearls and see if they can find some dollars for such a commendable organization.

8. OLD BUSINESS:

A. President Engle presented RESOLUTION 2019-E ESTABLISHING STREET LIGHTING DISTRICT #3 WITHIN THE STERLING GREEN CROSSING SUBDIVISION AND DECLARING THE NECESSITY OF IMPROVING CITY STREETS AND PUBLIC WAYS WITHIN STREET LIGHTING DISTRICT #3 BY THE LIGHTING THEREOF FOR THE YEARS 2020 - 2022, originally introduced by Vice President Wallace, and it was read for a second time.

Motion by President Engle, seconded by Councilman Louderback, to approve Resolution 2019-E as read. No discussion followed. The Roll on this was the following:

Ayes: Louderback, Smith, Dean, Mays, Engle
Nays: None motion carried.

B. President Engle presented RESOLUTION 2019-F AUTHORIZING THE CITY MANAGER TO USE NEGOTIATIONS OR INFORMAL COMPETITION FOR THE SALE OF THE CITY-OWNED PROPERTY AT 677 E. CINCINNATI AVENUE AND ANY FIXTURES THEREON, originally introduced by Councilman Louderback, and it was read for a second time.

Motion by Councilman Louderback, seconded by Mayor Mays, to approve Resolution 2019-F as read. No discussion followed. The Roll on this was the following:

Ayes: Louderback, Smith, Dean, Mays, Engle
Nays: None motion carried.

9. PUBLIC HEARING(S):

Community Development Block Grant (CDBG) Small Cities Program for 2019. City Manager Brent Merriman said as part of a two-year funding cycle, the City of Xenia is eligible for project funding through the Community Development Block Grant program. This is a long-standing federal funding resource made available through the Ohio Development Services agency. As both state and federal agencies are involved, the City is required to meet all applicable standards and requirements as established at both governance levels to maintain eligibility. Among the requirements, they must conduct two public hearings, one general in nature and one project specific in the interest of soliciting public input. This is the first public hearing. The City has \$150,000 available to it in direct allocation funding for the 2019 funding cycle, which can be used for a broad variety of planning, community improvement, and housing related activities. The activities must be primarily designed to benefit low- to moderate-income persons, aid in the prevention of slum and blight, or meet an urgent need within the community. Other competitive grant funding opportunities are also available for application including the Community Housing Improvement Program for which the City has historically partnered with Greene County to pursue and intend to do so again, the Neighborhood Revitalization Grant, Critical Infrastructure Grant

Program, and the Target of Opportunity Funds. For this round of funding, staff respectfully recommends that the entire CDBG allocation funding allotment be utilized specifically to rehabilitate or replace concrete and curbing in conjunction with the W. Second Street rehabilitation project.

President Engle opened the public hearing at 7:36 p.m. and invited those in favor of the CDBG Small Cities Program for 2019 to come forward to speak. No one came forward to speak. He then invited those opposed to the CDBG Small Cities Program for 2019 to come forward to speak. No one came forward to speak. He then asked for those speaking neither for nor against the CDBG Small Cities Program for 2019 to come forward to speak.

Thomas Scrivens, 725 Lexington Avenue, said the CDBG program has helped fund lighting improvements in the City's East End, which has resulted in reduced crime. He supported the past endeavors of the program and thanked City Council for their plans to use these funds on streets this year.

President Engle closed the public hearing at 7:38 p.m. and entertained comments or questions from Council. Hearing none, he said no action was requested this evening, and as stated, a second public hearing would take place later in the year.

10. NEW BUSINESS:

A. Introduction of Resolution 2019-G amending Appendix 2 of the Employees Benefits Manual (Non-Union Wage Ranges) of the City of Xenia, Ohio, for the years 2019, 2020, and 2021. Mr. Merriman said on behalf of the Administrative Steering Committee, which includes the City Manager, Finance Director, Law Director, and the Clerk of the Municipal Court, he respectfully recommend introduction of Resolution 2019-G. If authorized, the Resolution would adjust non-union pay ranges as presented in Appendix 2 of the Employee Benefits Manual. As detailed in the agenda report the Steering Committee met last month and deliberated what would be appropriate regarding non-union pay range adjustments given factors such as the Consumer Price Index, wage increases recently approved by Council among the City's seven bargaining units, and the City's overall financial position. Based on these factors and in the interest of remaining competitive in a very limited labor market, the Steering Committee recommended 2.25% increases in pay ranges for each of the next three years for non-union employees. By comparison, bargaining unit employees are scheduled to receive wage scale increases ranging from 6.75% to 8.25% over the same three-year period. However, in this case, approval of the pay range adjustments does not approve or guarantee any individual increases; pay adjustments are determined based on individual employee assessments on an annual basis. Resolution 2019-G only adjusts the pay ranges for which applicable employees could be eligible.

President Engle entertained a motion.

Councilman Smith presented RESOLUTION 2019-G AMENDING APPENDIX 2 OF THE EMPLOYEES BENEFITS MANUAL (NON-UNION WAGE RANGES) OF THE CITY OF XENIA, OHIO, FOR THE YEARS 2019, 2020, AND 2021, and it was read for the first time.

B. Administrative Motion authorizing the City Manager to execute an Agreement to purchase a Single-Axle Dump Truck Chassis and Snow Plow Unit through the State of Ohio

DAS Cooperative Purchasing Program at a cost not-to-exceed \$164,531. Mr. Merriman respectfully requested authorization to purchase a Single-Axle Dump Truck Chassis and Snow Plow Unit through the State of Ohio DAS Cooperative Purchasing Program. Funding for this purchase was included in the 2019 budget, and this item has previously been delayed in the Five-Year CIP. Staff feels that replacing the existing unit is necessary at this time as the unit has an extensive amount of corrosion throughout the entire vehicle. Fleet maintenance staff reports the hopper, fuel tank, engine hoses, and exhaust system are all “rusted out” on this vehicle. In addition, there is consistent leakage originating from the hydraulic tank. The dump truck unit is a Water Division vehicle and is used primarily for water service-related activities. As such, replacement of this unit will be funded through the Water Capital Fund. Because they try to minimize the number of vehicles to maintain, this vehicle is also seasonally cross-purposed to assist with snow removal at the City’s water facilities as well as City streets. Therefore, included with the purchase is replacement of a snow plow package that would be attached to the dump vehicle; the plow package includes the plow blade and the entire hydraulic system needed for plow functions as well and salt distribution functions. If authorized, the chassis will be purchased from Stoops Freightliner in the amount of \$81,902, and the snow plow unit will be purchased from Henderson Products Inc. in the amount of \$82,629, both purchases to be made through the Ohio Department of Administrative Services (DAS) Cooperative Purchasing Program in lieu of separate competitive bidding.

President Engle entertained a motion.

Motion by Mayor Mays, seconded by Councilman Smith, to authorize the City Manager to execute an Agreement to purchase a Single-Axle Dump Truck Chassis from Stoops Freightliner at a cost not-to-exceed \$81,902 and Snow Plow Unit from Henderson Products, Inc., at a cost not-to-exceed \$82,629 with both purchases being made through the State of Ohio DAS Cooperative Purchasing Program upon such terms and conditions as approved by the Law Director. Brief discussion followed.

Mr. Louderback said he was initially concerned about this request due to budget restraints but after further discussion and review of the vehicle and since this is being purchased from the water fund, he supports the purchase. He was aware it is a lot of money. He noted the budget is very complicated, but the Water Fund is in good shape.

Mr. Merriman further explained the CIP process and described how vehicle replacements get delayed year after year. He said staff scrutinizes each purchase before it is presented to City Council for consideration. With the utility funds in a very healthy disposition, this vehicle needs to be replaced and is much needed.

President Engle applauded City Staff’s efforts in looking for each and every area of cost savings. He said the current vehicle is in disrepair as the photographs show, and replacement of the vehicle has already been delayed once.

The Roll on this was the following:

Ayes: Louderback, Smith, Dean, Mays, Engle
Nays: None motion carried.

C. Administrative Motion authorizing the City Manager to execute an Agreement to purchase a John Deere Backhoe through the State of Ohio DAS Cooperative Purchasing Program at a cost not-to-exceed \$91,492.51 and authorizing the trade-in of a 2010 Case Super M+3 Backhoe, with the trade-in value to be applied to the purchase of the John Deere Backhoe. Mr. Merriman respectfully requested authorization to purchase a John Deere 410L Backhoe loader to replace an aged Case Super M+3 Backhoe. The action would also authorize him to surplus the Case Backhoe as a trade-in with an offsetting value negotiated at \$25,000. The purchase would be made through the Ohio DAS Cooperative Purchasing Program. This backhoe unit is a critical frontline piece of equipment that has experienced increasingly questionable reliability and down time as wear and tear over the past 10 years are taking a toll. The past two winter seasons have been particularly hard on this type of equipment with number of water main breaks and the like, and staff has had to respond under harsh conditions. The anticipated cost of contractual service maintenance needed to keep the current backhoe operating reliability would have a diminishing value given the unit's age and hours on the unit. As this unit is a part of the Water Division fleet, purchase of a replacement backhoe would be funded through the Water Capital Fund. This expenditure is included in the approved 2019 budget and has been scheduled for replacement in the Five-Year CIP for several years; replacement has been delayed but they now feel it was time to move forward to maximize trade-in value of the current unit. The purchase will be made through the Cooperative Purchasing Program from Murphy Tractor & Equipment at a not-to-exceed cost of \$91,492.51, upon such terms and conditions as approved by the Law Director, and the trade-in of the current 2010 Case Backhoe will also be through Murphy Tractor & Equipment with the trade-in value to be applied to the purchase of the new John Deere Backhoe.

President Engle entertained a motion.

Motion by Councilman Louderback, seconded by Councilman Smith, to authorize the City Manager to execute an agreement to purchase a John Deere Backhoe through the State of Ohio DAS Cooperative Purchasing Program from Murphy Tractor & Equipment at a cost not-to-exceed \$91,492.51, upon such terms and conditions as approved by the Law Director, and authorizing the trade-in of a 2010 Case Super M+3 Backhoe, VIN JJGN590VAC532503, to Murphy Tractor & Equipment, with the trade-in value to be applied to the purchase of the new John Deere Backhoe. Brief discussion followed. Councilman Louderback said he supported this purchase as well since it is being purchased from the Water Fund, noting that the purchase has been delayed and the equipment is needed. The Roll on this was the following:

Ayes: Louderback, Smith, Dean, Mays, Engle

Nays: None motion carried.

D. Administrative Motion authorizing the City Manager to execute an Agreement for the purchase of a Falcon Hotbox with Trailer through the State of Ohio DAS Cooperative Purchasing Program at a cost not-to-exceed \$39,245. Mr. Merriman respectfully requested authorization to purchase equipment to replace the City's aged DuraPatcher machine. The DuraPatcher was acquired in 2004 and is utilized for pothole filling, which clearly gets used a lot. The DuraPatcher uses a gravel emulsion that is moderately effective on a short-term basis, but tends to become ineffective at ambient temperatures below 35 degrees Fahrenheit. The DuraPatcher is older technology and as they have approached the point of needed replacement of this equipment, they evaluated options for alternatives that would be more cost effective and perhaps expand the seasonal usability and practical effectiveness. In conducting its research,

Public Service staff came to a consensus that a different approach with different equipment would present a better value and improved end product. Staff is recommending the purchase of a Falcon Hotbox with Trailer to replace the DuraPatcher. A \$60,000 line item was included in the 2019 budget for the DuraPatcher replacement. The price point of the Hotbox comes in at about 30% cheaper than purchase of a replacement DuraPatcher. Beyond this immediate savings, however, the technology provided with the Hotbox allows the use of “hot” asphalt, which presents a more permanent repair option, and to do so through an extended portion of the road maintenance season. These factors should lend to better, lasting repairs with improved cost effectiveness for pothole filling efforts. The Falcon Hotbox is available via the Ohio DAS Cooperative Purchasing Program from the McLean Company at a not-to-exceed cost of \$39,245.00, upon such terms and conditions as are approved by the Law Director.

President Engle entertained a motion.

Motion by Councilman Louderback, seconded by Mayor Mays, to authorize the City Manager to execute an Agreement for the purchase of a Falcon Hotbox with Trailer through the State of Ohio DAS Cooperative Purchasing Program from the McLean Company at a cost not-to-exceed \$39,245 upon such terms and conditions as approved by the Law Director. Brief discussion followed. Councilman Louderback asked when the asphalt plants open for the year. Mr. Merriman stated they typically open in April and stay open through October, weather dependent. Councilman Louderback asked about the product they are currently using to fill potholes. Mr. Merriman said they are using Coldpatch in the DuraPatcher, which fills the holes during the winter months but it is not as stable and does not bind like hot asphalt. The Roll on this was the following:

Ayes: Louderback, Smith, Dean, Mays, Engle
Nays: None motion carried.

E. Administrative Motion Approving the Schedule of Bills in the amount of \$817,994.47.

Mr. Duke requested the payment of bills in the amount of \$817,994.47. He explained the amount is slightly higher due to the rehabilitation of the W. Second Street Water Tower project, which totaled a little over a half million dollars. Councilman Louderback asked Mr. Duke when he would have information about this year’s Income Tax collections. Mr. Duke said most of the returns should be processed and audited by the end of May.

President Engle entertained a motion.

Motion by Councilman Louderback, seconded by Councilman Smith, to approve the schedule of bills in the amount of \$817,994.47. No discussion followed. The Roll on this was the following:

Ayes: Louderback, Smith, Dean, Mays, Engle
Nays: None motion carried.

11. REPORTS OF COMMITTEES:

A. Mayors and Managers: Mr. Merriman gave some background on Ohio Municipal Leagues (OML) updates including the transportation bill at the state level. He commended OML for their frequent updates and for their efforts to defend home rule.

B. Miami Valley Regional Planning Commission: Councilman Louderback said the March and April meetings have been cancelled.

12. APPOINTED OFFICIALS REPORTS AND COUNCIL COMMENTS:

A. City Manager, Finance Director, and Law Director:

Mr. Merriman gave an update on the W. Second Street paving project, which will likely start in April, and includes the roadway, curb to curb, from the downtown area all the way to Progress Drive. As part of the County Engineer's bid, Montana Drive will also be repaved this year. They will keep the public updated on the timeline of the projects and traffic changes. Councilman Louderback noted Montana Drive was a lengthy street and would be a sizable project.

Mr. Duke said they are nearing the income tax filing deadline, and he encouraged people to come in sooner rather than later to have City staff assist in filing City taxes at no cost. Regarding audience comments made about health insurance, he said Council has had ample conversation with staff about employee insurance benefits, which included a special session dedicated specifically to insurance benefits¹. Staff is always working to balance the reduction of expenses while providing employees with competitive benefits packages. A portion of the presentation made to Council included comparisons produced by the State Employment Relations Board (SERB), which showed that Xenia is actually spending far less per employee compared to other municipalities across the state. Specifically, most municipal employees pay only 11-12% of their insurance costs, where many Xenia City employees pay up to 30% of their health insurance share with the lowest at 15%. The Insurance Committee does a great job at looking at all options to reduce costs, and they will continue to keep Council updated as they have always done in the past. President Engle recalled past conversations and commended staff for their efforts. The numbers do not lie. They are blessed to have the employees they have, especially those in Public Safety and Public Service, and with a diminishing labor pool, it is becoming increasingly difficult to attract quality candidates. Therefore, they need to do what they can to keep current employees.

Ms. Fisher gave an update on the Ohio Municipal Attorneys Association (OMAA) ran by Executive Director Gary Hunter. The OMAA is putting together a committee to address statewide issues, and they invited her to participate on the committee. She respectfully requested Council's blessing to accept the invitation and participate on that committee. President Engle encouraged her to do so noting she has done a great job in Xenia.

B. Mayor and City Council:

Mayor Mays shared the following:

- March 17: She attended a celebration of Dr. J. Douglas Walls from the E. Second Street First Church of God and his 51 years of pastoral care for his church.
- March 18: She thanked Dr. Franklin from CSU for inviting her to participate in his speech class. One of his students gave the speech, "Ain't I a Woman" by Sojourner Truth, who did a phenomenal job! She was also impressed with a young man who spoke to her afterwards about how he and students can help homeless folks or people in need in Xenia.

¹ Held on October 25, 2018

- March 20: She participated in the 155th celebration of Col. Charles Young and thanked Dr. Joy Kinard for her passion and dedication to this local hero. It was a beautiful event that honored some very impressive people who are dedicated to seeing Col. Young's story live on.
- March 20: She acknowledged her grandfather who turned 94 on this day.
- March 23: She thanked Mr. Shane Barker from Walmart for coming to the City Building in an effort to reach out and talk about partnerships together with the City, being good neighbors, etc.
- March 23: She attended the swearing in of two Xenia Police Division promotions; congratulations to now Captain Johnson and Sergeant Foubert on their promotions!
- March 26: She attended a presentation at the Russ Research Center. She thanked Mike Dies and Scott Miller for presenting and Greene County Commissioner Koogler for setting it up; it was very informative and she enjoyed learning about the collaborative work happening at that facility.

Councilman Louderback congratulated Xenia High School Senior Mr. Samari Curtis who was named Mr. Ohio Basketball, which is great accomplishment.

Councilman Smith updated everyone on Greene County Parks and Trails' night rides on Saturday evenings and are scheduled to start on April 6. He said most rides originate at Xenia Station and go to Beavercreek, Spring Valley, Cedarville, and Jamestown. Those interested can go to their website to learn more. He also gave an update on the Ohio River Road Runners Club (ORRRC) Marathon in Xenia, which will start at 8 a.m. on Sunday, April 7, at the REACH center on Progress Drive. He said residents should anticipate some traffic issues and asked Mr. Merriman if he had any updates on the event.

Mr. Merriman said with the opening of the REACH Center and the closing of the former YMCA site, the marathon route had to be reconfigured. Staff worked with the ORRRC representatives on the new route—much of which will now be inside the City limits—and how to handle potential traffic complications. He noted he just learned that the Greene County Fairgrounds is also hosting the Shrine Circus from Friday to Sunday, April 5-7. Again, staff will work with them to minimize any impacts on traffic as several thousand patrons are expected. Staff will keep the public notified, including HyperReach notification in certain areas where residents are impacted by the marathon route.

Councilman Smith said he introduced Resolution 2019-G because he supports City employees, and as a business owner, he understands the value of employee retention and continuity for maximum productivity. He did not think a 2.25% increase was out of line.

Councilman Dean had nothing further to share.

President Engle had nothing further to share and entertained a motion to go into Executive Session.

13. EXECUTIVE SESSION: Motion by Councilman Louderback, seconded by Mayor Mays, to go into an Executive Session at 8:14 p.m. to discuss personnel matters to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee per XCO §206.04(a)(1) and ORC §121.22(G)(1). No discussion followed. The Roll on this was the following:

Ayes: Louderback, Smith, Dean, Mays, Engle
Nays: None motion carried.

14. RECONVENE: The Council reconvened in Regular Session at 9:14 p.m. with the same members present. President Engle entertained a motion to adjourn.

15. ADJOURNMENT: Motion by Councilman Louderback, seconded by Mayor Mays, to adjourn the Regular Session at 9:15 p.m. No discussion followed. The Roll on this was the following:

Ayes: Louderback, Smith, Dean, Mays, Engle

Nays: None motion carried.

Michelle D. Johnson
City Clerk

Michael Engle
President, Xenia City Council

**XENIA CITY COUNCIL
SPECIAL SESSION MEETING MINUTES
APRIL 1, 2019
7:00 P.M.**

1. CALL TO ORDER: President Engle called the April 1, 2019, Special Session to order at 7:15 p.m. in the City Council Chambers, City Administration Building.

2. ROLL CALL: Councilman Will Urschel, Councilman Dale Louderback, Councilman Wesley Smith, Councilman Levi Dean, Mayor Sarah Mays, and President Michael Engle were present. Vice President Wallace was absent.

3. ORDINANCE 2019-07 ENACTING CHAPTER 269, TITLED “GENERAL PROVISIONS” OF CITY BOARDS, COMMISSIONS, AND COMMITTEES CODE: Ms. Fisher said Title 8 of the City’s Codified Ordinances contains the City’s Boards, Commissions and Committees Code. This Title addresses the three Boards and Commissions created by the City’s Charter – Planning and Zoning Commission, Board of Zoning Appeals and Civil Service Commission. In addition, this Title addresses several other Commissions, Boards and Committees created by Council over the years, as authorized by the City’s Charter, such as BRACA, the Economic Development Advisory Board, and the Traffic Commission. For the three named Charter-created bodies, the Charter states that these bodies shall consist of five voting members and one Chairperson, who shall not vote except in the case of a tie. This restriction on the Charter-created bodies was carried over into the legislation for the Council-created bodies mentioned above. Further, for all of these bodies, both the Charter-created ones and the Council-created ones, the language of the Charter and the legislation that controls them states that “a majority of the total membership, excluding the Chairperson, is required to approve or disapprove any matter coming before the board or commission.” By requiring a majority of the total membership, rather than the standard majority of the members present, our Charter and the legislation based on it has created situations where a City Board or Commission may not be able to take any action when there are abstentions.

Ms. Fisher said an abstention is a decision to not vote. If a Board or Commission member abstains, it is usually because he or she has a conflict of interest and needs to remove himself or herself from the voting; thus, an abstention cannot be counted as a cast vote – either “aye” or “nay.” This is particularly true when the majority needed to pass a measure is “of those present” or “of those voting.” In such cases, an abstention would not count at all. So, if you had a board of 5 members (all with voting rights) and 4 were present at a meeting, and 2 voted yes and 1 voted no and 1 abstained, there would be 3 counted votes cast. The majority of 3 is 2, so the measure would pass 2-1 (This would be expressed as 2-1-1 abstain). If 2 voted yes and 2 abstained, there would be 2 counted votes cast. The majority of 2 is 2, so the measure would pass 2-0 (expressed as 2-0-2 abstain). In a nutshell, when the majority needed is of those members present and/or of those voting, you would only count the ayes and nays, and then take the majority of the counted votes to determine if a measure passed. You would not consider the abstention at all and would not count it for or against the measure because the member did not vote. She said there is one exception to this rule, however, and that is when a majority is defined as a set number of the total membership. This is often expressed as “a majority of the total membership” or “a majority of all members.” This language fixes the majority at a set number – for a five-member board, the majority would be 3. In these cases, even though an abstention is still not counted as a cast vote, it has the effect of

acting as a “no” vote because the majority is defined as a fixed number. In other words, because a set number of votes is needed and an abstention cannot count as one of those votes, it counts “against” the number needed. So, while an abstention is never counted with the majority, it can have the effect of a minority vote when the majority needed to pass a measure is a defined, fixed number.

Ms. Fisher said all the City Board and Commissions mentioned above consist of five members and the City Charter and ordinances that follow the Charter state that a “majority of the total membership” is needed for these Boards and Commissions to take any action. This means a vote of three is necessary in every case in order for the Board or Commission to take action, either for or against. Thus, there could be a situation where a Board or Commission may be unable to act due to abstentions. For example, in a situation where three of the five members have to abstain on a matter, no action could be taken by the Board or Commission as that would only leave two voting members. In a situation where two of the five members have to abstain, if the remaining members vote 2-1, the Board or Commission would again be unable to take any action. This can have the biggest and most detrimental impact in zoning matters, where the Planning & Zoning Commission or the Board of Zoning Appeals finds itself unable to act. This situation will need to be reviewed and addressed by the Charter Review Commission. However, as any changes to the Charter must be presented to voters for their approval, this matter cannot be addressed quickly through the Charter review process. In the interim, she has prepared legislation and is recommending that Council enact new legislation to address these potential situations. The new Chapter 269, to be titled “General Provisions,” would be added to Title 8. Section 269.05 of this Chapter states that in any case where a Board, Commission or Committee finds it is unable to act on a matter before it because a majority vote cannot be reached, either for or against, due to abstentions, it shall refer that matter to Council who shall act *in loco* (in place of) for such Board, Commission or Committee.

Councilman Louderback said he has served as the City’s representative on MVRPC; therefore, he has never chaired one of the City’s lay boards. He asked if the Chair had an opportunity to vote. Ms. Fisher said the Chair votes only to break a tie. She described a situation that happened recently where there were 2 aye votes, 2 nay votes, and one abstention. Therefore, the Chair had to vote to break the tie.

Mr. Merriman said this request is based on a potential urgent situation and explained there could be a potential voting issue with the Planning and Zoning Commission members. He said two members have expressed a need to recuse themselves from the vote due to conflicts of interest, which leaves only three voting members. If only one of the members votes the opposite way, then a decision cannot be made. In that circumstance and with passage of the proposed legislation, the issue would proceed to City Council for consideration and a decision.

Councilman Urschel said if a requested action does not pass, he asked where and how applicants to Boards and Commissions could file an appeal. Ms. Fisher said BZA decisions are appealed through the Greene County Common Pleas Court. For the other Boards and Commissions, applications could file a Mandamus action to force the City to take action as required or they could file an ORC Chapter 2506 appeal through the Greene County Common Pleas Court. With the latter, she did not know if a 2506 appeal was even possible, because without any action, there was nothing for them to appeal. Mr. Merriman noted they could add a provision to the Land Development Code with regard to Planning and Zoning Commission decisions that items could

proceed to City Council if that commission was unable to take action, but this issue affects other lay boards as well. He noted this request was also about a lack of volunteers on City lay boards. He said the City Clerk has put out numerous appeals for volunteers but there continues to be a problem filling vacancies and some lay boards have had ongoing vacancies for some time. Therefore, if a lay board is not fully populated, that already puts them at a disadvantage.

Ms. Fisher said she took this opportunity to also address a few other issues as follows:

- The Charter states that all Boards and Commissions are to follow Council's Rules of Order. She added 269.04 that states the same, but says that in the absence of such Council established rules, the Boards and Commissions are to follow Robert's Rules of Order.
- Likewise, the Charter states that Boards and Commissions are to meet at times established by Council. She added 269.03 by which Council authorizes the Chair of the Boards and Commissions to set the meeting dates and times.
- She also added 269.02, which reminds all Board and Commission members they are required to take an oath of office. This Section also prohibits elected officials and City employees from serving on Board or Commission, unless otherwise authorized (such as a Councilmember serving as Chair of a Commission). Our Charter and ordinances are silent on this, but it makes the most sense to prohibit City employees and officials from serving on City Boards and Commissions at this time as allowing such service could create more of the abstention issues they need to avoid.

Councilman Urschel asked exactly what was being requested. Ms. Fisher said if Ordinance 2019-07 was adopted to enact Chapter 269, then Council would act upon items if a Board, Commission, or Committee cannot do so. Mr. Merriman noted the language of the new chapter does not exist anywhere else in the City's Codified Ordinances or the City Charter.

Councilman Urschel asked if the current rules could be modified to include language about the "majority of members present" could make a decision so that matters did not need to come to City Council for a decision. President Engle said they cannot do that because it was in conflict with the current Charter. Ms. Fisher said that change could be made for the lay boards that are not established by the Charter, which are Economic Development Advisory Board, Board for Recreation, Arts, and Cultural Activities, and the Traffic Commission. However, the Charter establishes the Planning and Zoning Commission, the Board of Zoning Appeals, the Civil Service Commission, and the Charter Review Commission, which cannot be changed without a ballot measure and endorsement by voters. When she added the Charter Review Commission, she was very careful how she worded that language, which already includes the provision of "a majority vote of those present." The request to enact Chapter 269 was to address potential situations until the Charter Review Commission could address the issue and hopefully put it on the ballot. Mr. Merriman agreed the best long-term fix was an amendment to the Charter.

President Engle asked if staff wished for this Ordinance to be passed as an emergency or be introduced. Mr. Merriman explained the timeline relative to an emergency ordinance becoming effective immediately upon passage versus an introduction, a second reading, plus 30-day waiting period following the second reading for the ordinance to become effective. If the latter, it could prolong a decision for almost two months. He suggested Council consider the information presented this evening and take action at the April 11 Regular Session. He noted Planning and Zoning doesn't meet until April 4, and if they cannot take action, this would only delay the decision by one week. President Engle said regardless of the immediate situation with the Planning and Zoning meeting, they need a remedy to address this issue. Mr. Merriman agreed.

Councilman Urschel expressed concern about operating at a deficit because he was not as familiar with the particular nuances of each Board, Commission, and Committee. Mr. Merriman said if an item proceeded to City Council for a decision, staff would prepare comprehensive information in the staff report and provide all necessary information so Council could make an informed decision.

After further discussion, Mr. Merriman suggested that Ordinance 2019-07 would be included in the agenda packet for the April 11 Council meeting for their consideration as an emergency. All present agreed.

4. VARIOUS PROJECT UPDATES. Mr. Merriman discussed the following:

- **Greene County Building Inspection:** He shared that he received a call last week from Pete Landrum, Beaver Creek City Manager, and at the urging of Beaver Creek Mayor Bob Stone, he was reaching out about the growing political consensus within their Council and staff that the dissatisfaction they are experiencing is reaching a point where they need to do something. Mayor Mays agreed they are getting some significant push back from some fairly significant business owners. Mr. Merriman said there has been some push back from smaller individual projects in the past, but larger projects are now beginning to express their discontent. He explained they could go in several different directions with regard to building inspection services, and the best possible scenario would be a consortium of Xenia, Beaver Creek, and Fairborn, which was unlikely in the near term. He noted he recently received a formal proposal from the City of Fairborn. Staff has been actively working on this issue and anticipates presenting some alternatives to Council in the very near future. All present agreed to schedule this topic for a Special Session on April 25.
- **Artwork on W. Second Street Water Tower:** In the pursuit of opportunities to bring value, reduce costs, and bring new revenue resources, staff has engaged a potential partner on a unique approach to finishing the aesthetic wrap on the W. Second Street Water Tower. Kettering Health Network has expressed an interest in partnering with the City of Xenia to co-brand the water tower such that the City would not have to pay for the cost of installation and the City would get additional revenue from a lease agreement. A mutually-acceptable design would incorporate both the City's brand as well as Kettering Health Network's brand. If the City decides to finish the design on its own, the estimated cost is \$60,000 to \$70,000. He said although the City has not done anything like this in the past, it was not unprecedented for municipalities to allow these types of sponsorships on public buildings and other appurtenances, schools allow advertising on their scoreboards, etc. He said the City of Xenia has a long relationship with Kettering Health Network, who is a significant contributor in this community by way of services as well as contributions the foundation makes to numerous community events in Xenia. Councilman Urschel asked if there would be an issue contracting directly with Kettering Health Network and not offering the opportunity to other entities. Ms. Fisher cited Section 9.16 of the City Charter, which states "The purchase, sale, lease or transfer of real property, including fixtures thereon, are exempt from this provision, and the purchase, sale, lease or transfer of real property, including fixtures thereon, may be accomplished by negotiation or informal competition or by formal bidding upon the approval of Council by the adoption of an ordinance or resolution," which means they do not have to formally seek proposals or bids. Those present expressed their support of the endeavor. Councilman Smith asked if the lease revenue could be used for Shawnee Park playground equipment instead of being deposited into the Water Fund. Ms. Fisher said it has to go into the Water Fund because it is related to the water tower. Mr. Duke agreed, but Kettering Health Network could always make a donation for park equipment but it needed to be a different transaction.
- **Parks Maintenance Worker:** Mr. Merriman said they are struggling to fill the Parks Maintenance Worker position, which he felt was partly due to the schedule of Mondays and Tuesdays off and

working full-time hours from Wednesday through Sunday. The position is an entry-level position that starts at \$16.93 per hour¹. Councilman Urschel asked the requirements of the position. Mr. Merriman said it is a classified, competitive position that requires Civil Service testing, and none of the candidates on the current eligibility list are interested in this position. Staff has discussed changing the classification for this position to increase the pay, which did not require Council action, but he did not know if that would make the position more desirable. Councilman Urschel asked if this was year-round position. Mr. Merriman said it is a year-round position that works an alternate schedule in the parks during the fair weather months, and this position should already be filled as they are upon the spring season. Associated with this position, he informed Council that in the near future he would be presenting some changes to how Shawnee Park Pavilion and Xenia Station Shelter reservations are made and the associated fees. He explained that under the existing Fee Schedule, reservations are made in back-to-back, four-hour increments and staff has no time between morning and afternoon events for clean up, etc. Further, the City does not recoup anywhere near actual costs due to very low rental rates, especially with the evening rentals that automatically create an overtime situation. He noted last year's Parks Maintenance Worker capped out his comp time balance halfway through the summer due to working overtime, which is an indication of how many times he had to stay late on Saturday and Sunday evenings. Mr. Duke said the position was always a Maintenance Worker position and paid at a higher rate. It was transitioned to a Laborer position after a long-time employee in that position passed away only a few years ago, which was done in an attempt to save some money. Mr. Merriman said the position needs to be plus-rated during the winter months when the employee is utilized for snow removal. He said this position has more contact with the public than any other Laborer or Maintenance Worker position, so this employee needs to have good public relations skills also. Further, this employee has to deal with downright disgusting situations in the bathrooms as well as acts of vandalism.

- **Economic Impact Analysis:** Mr. Merriman distributed an updated Economic Impact Analysis relative to the Central State University Annexation. He reported they do not yet have the outcome of the litigation that Ms. Fisher has pursued regarding the annexation of the City-owned bike trail (to be considered in conjunction with the annexation of Central State University). However, he felt an updated analysis was needed due to new federal and state dollars going to CSU that has positively affected their employment numbers. Mr. Duke reviewed the updated numbers per the report, most notably the projected income tax of \$517,500, which has significantly increased since the initial analysis was completed based on 2016 data. Councilman Urschel said as a new member of Council, he was not privy to the particulars of this annexation. Mr. Merriman explained the boundaries of the proposed annexation and the County's denial of the City's petition to annex the City-owned bike trail, which prompted Ms. Fisher's filing of the Mandamus action. Councilman Louderback asked when a decision would be made. Ms. Fisher said she did not know; she never thought it would take this long. Mr. Merriman said Central State representatives have been in regular contact with him inquiring about the status; they want this to happen one way or another.
- **Council Training Event:** Mr. Merriman asked Council to consider a training opportunity in the next few months to cover several topics including ethics training and Council's role in the City's operation of an Emergency Operations Center (EOC). He would be contacting Council with some proposed dates and times. He noted it may occur off-site where they set up the EOC.

5. EXECUTIVE SESSION: Motion by Councilman Louderback, seconded by Mayor Mays, to go into Executive Session at 8:48 p.m. to discuss the Purchase or Sale of Property per XCO §206.04(a)(2) and ORC §121.22(G)(2); Pending Litigation per XCO §206.04(a)(3) and ORC

¹ The wage for the 2019 calendar year is \$17.40 per hour.

§121.22(G)(3); and Confidential Information Related to Economic Development Projects per XCO §206.04(a)(7) and ORC §121.22(G)(8). No discussion followed. The Roll on this was the following:

Ayes: Urschel, Louderback, Smith, Dean, Mays, and Engle

Nays: None motion carried.

6. RECONVENE IN SPECIAL SESSION / ADJOURNMENT: The Council reconvened in Special Session at 9:22 p.m. with the same members present.

Motion by Councilman Louderback, seconded by Councilman Smith, to adjourn the Special Session at 9:23 p.m. No discussion followed. The Roll on this was the following:

Ayes: Urschel, Louderback, Smith, Dean, Mays, and Engle

Nays: None motion carried.

Michelle D. Johnson
City Clerk

Michael D. Engle
Vice President, Xenia City Council



XENIA CITY COUNCIL
LEGISLATIVE COVER MEMO

First Reading: March 28, 2019
2nd Reading & Vote: April 11, 2019
Effective Date: April 11, 2019

Agenda Item: **Resolution 2019-G**
AMENDING APPENDIX 2 OF THE EMPLOYEE BENEFITS MANUAL (NON-UNION WAGE RANGES) OF THE CITY OF XENIA, OHIO, FOR THE YEARS 2019, 2020, AND 2021
Introduced by Councilman Smith on March 28, 2019

Submitted By: Jackie Potter, Human Resources Director
Presented By: Brent Merriman, City Manager

Scope/Description: This Resolution authorizes amendments to the City’s Non-Union Pay Grade Wage Schedule, which was originally approved in 2008 as part of the comprehensive classification study conducted by Clemens Nelson. The most recent wage scale was approved by Council in March 2018, with an adjustment of 2% to all ranges effective March 24, 2018.

The Consumer Price Index (CPI) from December 2017 to December 2018 rose 1.9%. Recently, City staff concluded negotiations with all seven (7) bargaining units. The wage increases by bargaining unit vary slightly based on individual unit circumstances. The bargaining unit employees are receiving a wage scale increase ranging from 6.75% to 8.25% over a three-year period.

The Administrative Steering Committee (ASC), which includes the three appointed officials and the Clerk of Courts, met to discuss wage adjustment options for non-union staff. The Committee considered the City’s financial position and the comparison data as the key factors before coming to a consensus to recommend Council increase the non-union pay scale by 2.25% for each of the next three years (2019 – 2021), which is a total adjustment of 6.75%. The recommendation is in line with the recent increases agreed upon between the City and the bargaining units. The ASC recommends that pay scale adjustments of 2.25% per year be made effective April 7, 2019, March 22, 2020, and March 21, 2021, to match up with the employee pay period so that adjustments do not have to be made mid-pay cycle.

This amendment only affects the ranges of the pay grades and does not approve or guarantee employees’ pay increases. Non-Union pay increases are based on merit and the recommendation of the employee’s supervisor, with approval by the respective appointed official.

Cover Memo Attachments: None.

Budgetary Impact: The requested adjustment to the pay scale for 2019 is within the parameters of what was approved in the 2019 budget, and staff is not requesting an additional appropriation.

RECOMMENDATION: It is ASC’s recommendation that this amendment to Appendix 2, Non-Union Pay Grade and Wages, of the Employee Benefits Manual be approved by Council to allow a 2.25% adjustment per year for the next three years to all non-union wage ranges, with the adjustment being effective April 7, 2019, March 22, 2020, and March 21, 2021, respectively

**CITY OF XENIA, OHIO
RESOLUTION 2019 - G**

AMENDING APPENDIX 2 OF THE EMPLOYEE BENEFITS MANUAL (NON-UNION WAGE RANGES) OF THE CITY OF XENIA, OHIO, FOR THE YEARS 2019, 2020, AND 2021

WHEREAS, the City of Xenia wishes to maintain a competitive wage and benefits package for its employees in order to retain qualified employees and attract qualified candidates to vacant positions;

WHEREAS, the Xenia City Council approved a Compensation Plan Structure and Procedures for the City of Xenia's non-union employees in 2008, including the approval of the Pay Grade and Wage Schedule, set forth in Appendix 2 of the City's Employee Benefits Manual;

WHEREAS, Section 260.02(f) of the City's Codified Ordinances states that non-union employees, including Council-appointed employees, shall be paid wages as determined by City Council, which may be amended and revised from time-to-time; and

WHEREAS, the City's Administrative Steering Committee has recommended to Council to amend the minimum, midpoint and maximum wage rates of the Pay Grade and Wage Schedule for each non-union employee pay grade for a three-year period, with such adjustments to be effective April 7, 2019, March 22, 2020, and March 21, 2021,

NOW, THEREFORE, THE CITY OF XENIA HEREBY RESOLVES, at least four (4) members of the City Council concurring, that:

Section 1. In accordance with the authority granted to this Council under Section 260.02(f) of the City's Codified Ordinances, Appendix 2 in the City's Employee Benefits Manual is amended to increase the minimum, midpoint, and maximum rates of each Pay Grade by 2.25%, as shown on the attached Exhibit A for the years 2019, 2020 and 2021. The adjustments for 2019 shall be effective as of April 7, 2019; the adjustment for 2020 shall be effective as of March 22, 2020; and the adjustment for 2021 shall be effective as of March 21, 2021.

Section 2. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were adopted in an open meeting of this Council, and that all deliberations of this Council that resulted in this formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Section 3. This Resolution shall become effective as of April 11, 2019.

Introduced: March 28, 2019

Passed: April 11, 2019

Michael D. Engle
President, Xenia City Council

Attest:

Michelle D. Johnson
City Clerk

**City of Xenia
Compensation Plan – Appendix 2**

2019 Pay Grade and Wages – Effective April 7, 2019

Pay Grade		Minimum	Midpoint	Maximum
1	Hourly	<u>\$8.55</u> \$8.31	<u>\$13.19</u> \$12.90	<u>\$18.73</u> \$18.32
	Yearly	<u>\$17,784.00</u> \$17,284.80	<u>\$27,435.20</u> \$26,832.00	<u>\$38,958.40</u> \$38,105.60
2	Hourly	<u>\$16.11</u> \$15.76	<u>\$19.73</u> \$19.30	<u>\$23.84</u> \$23.32
	Yearly	<u>\$33,508.80</u> \$32,780.80	<u>\$41,038.40</u> \$40,144.00	<u>\$49,587.20</u> \$48,505.60
3	Hourly	<u>\$19.58</u> \$19.15	<u>\$23.98</u> \$23.45	<u>\$28.93</u> \$28.29
	Yearly	<u>\$40,726.40</u> \$39,832.00	<u>\$49,878.40</u> \$48,776.00	<u>\$60,174.40</u> \$58,843.20
4	Hourly	<u>\$23.02</u> \$22.51	<u>\$28.20</u> \$27.58	<u>\$34.06</u> \$33.31
	Yearly	<u>\$47,881.60</u> \$46,820.80	<u>\$58,656.00</u> \$57,366.40	<u>\$70,844.80</u> \$69,284.80
5	Hourly	<u>\$27.63</u> \$27.02	<u>\$33.84</u> \$33.10	<u>\$40.86</u> \$39.96
	Yearly	<u>\$57,470.40</u> \$56,201.60	<u>\$70,387.20</u> \$68,848.00	<u>\$84,988.80</u> \$83,116.80
6	Hourly	<u>\$30.51</u> \$29.84	<u>37.38</u> \$36.56	<u>\$45.15</u> \$44.16
	Yearly	<u>\$63,460.80</u> \$62,067.20	<u>\$77,750.40</u> \$76,044.80	<u>\$93,912.00</u> \$91,852.80
7	Hourly	<u>\$34.54</u> \$33.78	<u>\$42.31</u> \$41.38	<u>\$51.07</u> \$49.95
	Yearly	<u>\$71,843.20</u> \$70,262.40	<u>\$88,004.80</u> \$86,070.40	<u>\$106,225.60</u> \$103,896.00
8	Hourly	<u>\$36.84</u> \$36.03	<u>\$45.13</u> \$44.14	<u>\$54.47</u> \$53.27
	Yearly	<u>\$76,627.20</u> \$74,942.40	<u>\$93,870.40</u> \$91,811.20	<u>\$113,297.60</u> \$110,801.60
9	Hourly	<u>\$42.60</u> \$41.66	<u>\$52.17</u> \$51.02	<u>\$63.00</u> \$61.61
	Yearly	<u>\$88,608.00</u> \$86,652.80	<u>\$108,513.60</u> \$106,121.60	<u>\$131,040.00</u> \$128,148.80

**City of Xenia
Compensation Plan – Appendix 2**

2020 Pay Grade and Wages – Effective March 22, 2020

Pay Grade		Minimum	Midpoint	Maximum
1	Hourly	<u>Minimum Wage</u>	<u>\$13.49</u>	<u>\$19.15</u>
			\$13.19	\$18.73
	Yearly	<u>\$17,784.00</u>	<u>\$28,059.20</u>	<u>\$39,832.00</u>
			\$27,435.20	\$38,958.40
2	Hourly	<u>\$16.47</u>	<u>\$20.17</u>	<u>\$24.38</u>
		\$16.11	\$19.73	\$23.84
	Yearly	<u>\$34,257.60</u>	<u>\$41,953.60</u>	<u>\$50,710.40</u>
		\$33,508.80	\$41,038.40	\$49,587.20
3	Hourly	<u>\$20.02</u>	<u>\$24.52</u>	<u>\$29.58</u>
		\$19.58	\$23.98	\$28.93
	Yearly	<u>\$41,641.60</u>	<u>\$51,001.60</u>	<u>\$61,526.40</u>
		\$40,726.40	\$49,878.40	\$60,174.40
4	Hourly	<u>\$23.54</u>	<u>\$28.83</u>	<u>\$34.83</u>
		\$23.02	\$28.20	\$34.06
	Yearly	<u>\$48,963.20</u>	<u>\$59,966.40</u>	<u>\$72,446.40</u>
		\$47,881.60	\$58,656.00	\$70,844.80
5	Hourly	<u>\$28.25</u>	<u>\$34.60</u>	<u>\$41.78</u>
		\$27.63	\$33.84	\$40.86
	Yearly	<u>\$58,760.00</u>	<u>\$71,968.00</u>	<u>\$86,902.40</u>
		\$57,470.40	\$70,387.20	\$84,988.80
6	Hourly	<u>\$31.20</u>	<u>\$38.22</u>	<u>\$46.17</u>
		\$30.51	\$37.38	\$45.15
	Yearly	<u>\$64,896.00</u>	<u>\$79,497.60</u>	<u>\$96,033.60</u>
		\$63,460.80	\$77,750.40	\$93,912.00
7	Hourly	<u>\$35.32</u>	<u>\$43.26</u>	<u>\$52.22</u>
		\$34.54	\$42.31	\$51.07
	Yearly	<u>\$73,465.60</u>	<u>\$89,980.80</u>	<u>\$108,617.60</u>
		\$71,843.20	\$88,004.80	\$106,225.60
8	Hourly	<u>\$37.67</u>	<u>\$46.15</u>	<u>\$55.70</u>
		\$36.84	\$45.13	\$54.47
	Yearly	<u>\$78,353.60</u>	<u>\$95,992.00</u>	<u>\$115,856.00</u>
		\$76,627.20	\$93,870.40	\$113,297.60
9	Hourly	<u>\$43.56</u>	<u>\$53.34</u>	<u>64.42</u>
		\$42.60	\$52.17	\$63.00
	Yearly	<u>\$90,604.8</u>	<u>\$110,947.20</u>	<u>\$133,993.60</u>
		\$88,608.00	\$108,513.60	\$131,040.00

**City of Xenia
Compensation Plan – Appendix 2**

2021 Pay Grade and Wages – Effective March 21, 2021

Pay Grade		Minimum	Midpoint	Maximum
1	Hourly	<u>Minimum Wage</u>	<u>\$13.79</u>	<u>19.58</u>
			\$13.49	\$19.15
	Yearly	<u>\$17,784.00</u>	<u>\$28,683.20</u>	<u>\$40,726.40</u>
			\$28,059.20	\$39,832.00
2	Hourly	<u>\$16.84</u>	<u>\$20.62</u>	<u>\$24.93</u>
		\$16.47	\$20.17	\$24.38
	Yearly	<u>\$35,027.20</u>	<u>\$42,889.60</u>	<u>\$51,854.40</u>
		\$34,257.60	\$41,953.60	\$50,710.40
3	Hourly	<u>\$20.47</u>	<u>\$25.07</u>	<u>\$30.25</u>
		\$20.02	\$24.52	\$29.58
	Yearly	<u>\$42,577.60</u>	<u>\$52,145.60</u>	<u>\$62,920.00</u>
		\$41,641.60	\$51,001.60	\$61,526.40
4	Hourly	<u>\$24.07</u>	<u>\$29.48</u>	<u>\$35.61</u>
		\$23.54	\$28.83	\$34.83
	Yearly	<u>\$50,065.60</u>	<u>\$61,318.40</u>	<u>\$74,068.80</u>
		\$48,963.20	\$59,966.40	\$72,446.40
5	Hourly	<u>\$28.89</u>	<u>\$35.38</u>	<u>\$42.72</u>
		\$28.25	\$34.60	\$41.78
	Yearly	<u>\$60,091.20</u>	<u>\$73,590.40</u>	<u>\$88,857.60</u>
		\$58,760.00	\$71,968.00	\$86,902.40
6	Hourly	<u>\$31.90</u>	<u>\$39.08</u>	<u>\$47.21</u>
		\$31.20	\$38.22	\$46.17
	Yearly	<u>\$66,352.00</u>	<u>\$81,286.40</u>	<u>\$98,196.80</u>
		\$64,896.00	\$79,497.60	\$96,033.60
7	Hourly	<u>\$36.11</u>	<u>\$44.23</u>	<u>\$53.39</u>
		\$35.32	\$43.26	\$52.22
	Yearly	<u>\$75,108.80</u>	<u>\$91,998.40</u>	<u>\$111,051.20</u>
		\$73,465.60	\$89,980.80	\$108,617.60
8	Hourly	<u>\$38.52</u>	<u>\$47.19</u>	<u>\$56.95</u>
		\$37.67	\$46.15	\$55.70
	Yearly	<u>\$80,121.60</u>	<u>\$98,155.20</u>	<u>\$118,456.00</u>
		\$78,353.60	\$95,992.00	\$115,856.00
9	Hourly	<u>\$44.54</u>	<u>\$54.54</u>	<u>\$65.87</u>
		\$43.56	\$53.34	\$64.42
	Yearly	<u>\$92,643.20</u>	<u>\$113,443.20</u>	<u>\$137,009.60</u>
		\$90,604.8	\$110,947.20	\$133,993.60



**XENIA CITY COUNCIL
LEGISLATIVE COVER MEMO**

Meeting Date: April 11, 2019
Emergency: YES
Effective Date: April 11, 2019

Agenda Item: **Ordinance 2019-07**
ENACTING CHAPTER 269, TITLED “GENERAL PROVISIONS,” OF THE CITY’S BOARDS, COMMISSIONS AND COMMITTEES CODE, AND DECLARING AN EMERGENCY

Submitted By: Donnette Fisher, Law Director
Presented By: Brent Merriman, City manager

Scope/Description: Title 8 of the City’s Codified Ordinances contains the City’s Boards, Commissions and Committees Code. This Title addresses the three Boards and Commissions created by the City’s Charter – Planning and Zoning Commission, Board of Zoning Appeals and Civil Service Commission. In addition, this Title addresses several other Commissions, Boards and Committees created by Council over the years, as authorized by the City’s Charter, such as BRACA, the Economic Development Advisory Board, and the Traffic Commission. For the three named Charter-created bodies, the Charter states that these bodies shall consist of 5 voting members and one Chairperson, who shall not vote except in the case of a tie. This restriction on the Charter-created bodies was carried over into the legislation for the Council-created bodies mentioned above.

Further, for all of these bodies, both the Charter-created ones and the Council-created ones, the language of the Charter and the legislation that controls them states that “a majority of the total membership, excluding the Chairperson, is required to approve or disapprove any matter coming before the board or commission.” By requiring a majority of the total membership, rather than the standard majority of the members present, our Charter and the legislation based on it has created situations where a City Board or Commission may not be able to take any action when there are abstentions.

An abstention is a decision to not vote. If a Board or Commission member abstains, it is usually because he or she has a conflict of interest and needs to remove himself or herself from the voting; thus, an abstention cannot be counted as a cast vote – either “aye” or “nay.” This is particularly true when the majority needed to pass a measure is “of those present” or “of those voting.” In such cases, an abstention would not count at all. So, if you had a board of 5 members (all with voting rights) and 4 were present at a meeting, and 2 voted yes and 1 voted no and 1 abstained, there would be 3 counted votes cast. The majority of 3 is 2, so the measure would pass 2-1 (This would be expressed as 2-1-1 abstain). If 2 voted yes and 2 abstained, there would be 2 counted votes cast. The majority of 2 is 2, so the measure would pass 2-0 (expressed as 2-0-2 abstain). In a nutshell, when the majority needed is of those members present and/or of those voting, you would only count the ayes and nays, and then take the majority of the counted votes to determine if a measure passed. You would not consider the abstention at all and would not count it for or against the measure because the member did not vote.

There is one exception to this rule, however, and that is when a majority is defined as a set number of the total membership. This is often expressed as “a majority of the total membership” or “a majority of all members.” This language fixes the majority at a set number – for a 5 member board, the majority would be 3. In these cases, even though an abstention is still not counted as a cast vote, it has the effect of acting as a “no” vote because the majority is defined as a fixed number. In other words, because a set number of votes is needed and an abstention cannot count as one of those votes, it counts “against” the number needed. So, while an abstention is never counted with the majority, it can have the effect of a minority vote when the majority needed to pass a measure is a defined, fixed number.

All the City Board and Commissions mentioned above consist of 5 members and our Charter and our ordinances that follow the Charter state that a “majority of the total membership” is needed for these Boards and Commissions to take any action. This means a vote of 3 is necessary in every case in order for the Board or Commission to take action, either for or against. Thus, we have a situation where a Board or Commission may be unable to act due to abstentions. For example, in a situation where 3 of the 5 members have to abstain on a matter, no action could be taken by the Board or Commission as that would only leave 2 voting members. In a situation where 2 of the 5 members have to abstain, if the remaining members vote 2 – 1, the Board or Commission would again be unable to take any action. This can have the biggest and most detrimental impact in zoning matters, where the Planning & Zoning Commission or the Board of Zoning Appeals finds itself unable to act.

This is something that will need to be reviewed and addressed by the Charter Review Commission. However, as any changes to the Charter must be presented to our voters for their approval, this matter cannot be addressed quickly through the Charter review process. In the interim, we are recommending Council enact new legislation to address these potential situations. We have created a new Chapter 269, to be titled “General Provisions,” to be added to Title 8. Section 269.05 of this Chapter states that in any case where a Board, Commission or Committee finds it is unable to act on a matter before it because a majority vote cannot be reached, either for or against, due to abstentions, it shall refer that matter to Council who shall act *in loco* (in place of) for such Board, Commission or Committee.

We also took this opportunity to address a few other issues. For example, the Charter states that all Boards and Commissions are to follow Council’s Rules of Order. We added 269.04 that states the same, but says that in the absence of such Council established rules, the Boards and Commissions are to follow Robert’s Rules of Order. Likewise, the Charter states that Boards and Commissions are to meet at times established by Council. We added 269.03 by which Council authorizes the Chair of the Boards and Commissions to set the meeting dates and times. We also added 269.02, which reminds all Board and Commission members they are required to take an oath of office. This Section also prohibits elected officials and City employees from serving on Board or Commission, unless otherwise authorized (such as a Councilmember serving as Chair of a Commission). Our Charter and ordinances are silent on this, but it makes the



XENIA CITY COUNCIL
LEGISLATIVE COVER MEMO

most sense to prohibit City employees and officials from serving on City Boards and Commissions at this time as allowing such service could create more of the abstention issues we need to avoid.

Cover Memo

Attachments: None.

Budgetary Impact: None.

Recommendation: It is the recommendation of staff that Council adopt this Ordinance to enact Chapter 269 of the City's Boards, Commissions and Committees Code. We are recommending that Council introduce and pass this Ordinance as an emergency for the reason that the operations of the City government – particularly its Boards and Commissions – can be detrimentally affected in the case of abstentions. It is imperative for applicants to the Planning & Zoning Commission or the Board of Zoning Appeals that some action be taken on their applications. Without this amendment, applicants could find their applications hanging in limbo if the Planning & Zoning Commission or the Board of Zoning Appeals is unable to act, either for or against, because it cannot meet the required number of votes to act under our Charter due to abstentions.

**CITY OF XENIA, OHIO
ORDINANCE 2019-07**

**ENACTING CHAPTER 269, TITLED “GENERAL PROVISIONS” OF THE CITY’S BOARDS,
COMMISSIONS AND COMMITTEES CODE, AND DECLARING AN EMERGENCY**

WHEREAS, Section 8.01 and 8.05 of the City’s Charter requires the City Council to establish certain Boards and Commissions of the City;

WHEREAS, Section 8.01 of the City’s Charter further authorizes Council to create other Boards and Commissions, as it deems proper;

WHEREAS, the City’s Charter further requires this Council to establish meeting times, rules of procedure, and other various matters of the Boards and Commissions of this City; and

WHEREAS, the City’s Charter also requires that all Boards and Commissions must have a majority of the total membership, excluding the Chair, in order to take any action, for or against, any matter before it and in the case of abstentions, such Boards and Commissions may be unable to act due to an inability to meet the number of votes required by the City’s Charter; and

WHEREAS, this Council finds it to be in the best interests of the health, safety and welfare of the City of Xenia to establish General Provisions governing the Boards, Commissions and Committees of this City,

NOW, THEREFORE, THE CITY OF XENIA HEREBY ORDAINS, at least five (5) members of the City Council concurring, that:

Section 1. This Ordinance is an emergency measure necessary to insure the necessary operations of the City’s government, specifically its Boards and Commissions. The reason for such necessity arises from the City Charter’s requirement that a “majority of the total membership, excluding the Chair,” shall be required to take action, either for or against, any matter before a City Board or Commission, which majority may be impossible to reach in the case of abstentions, rendering an official City body unable to act.

Section 2. Chapter 269, titled “General Provisions,” of the City’s Boards, Commissions and Committees Code, as contained in Title 8 of Part Two – Administration Code, of the Codified Ordinance of the City is hereby enacted, as shown in the attached Exhibit A.

Section 3. It is found that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council that resulted in this formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Section 4. This Ordinance shall become effective on April 11, 2019.

Adopted: April 11, 2019

Attest:

Michael D. Engle
President, Xenia City Council

Michelle D. Johnson
City Clerk

CHAPTER 269
General Provisions

269.01	Establishment; Organization	269.04	Rules of Order
269.02	Members; Oath of Office	269.05	Matters Referred to Council
269.03	Meetings		

CROSS REFERENCES

269.01 ESTABLISHMENT; ORGANIZATION.

(a) Charter-Created: The following Boards and Commissions are established as required by the City's Charter, and the organization of such Boards and Commissions shall be as set forth in the City's Charter:

- (1) Planning and Zoning Commission;
- (2) Board of Zoning Appeals;
- (3) Civil Service Commission;
- (4) Charter Review Commission.

(b) Additional Boards and Commissions: In addition to those Board and Commissions required by the City's Charter, City Council may, by ordinance, from time-to-time as it deems proper, create, alter or abolish other Boards, Commissions or Committees. The organization of such Boards, Commissions or Committees shall be as set by Council.

269.02 MEMBERS; OATH OF OFFICE.

(a) Membership: Membership of all Boards, Commissions or Committees shall be as set forth in the City's Charter or the ordinance creating such Board, Commission or Committee, as applicable. Members of all Boards, Commissions and Committees shall meet all qualifications for membership at the time of their appointment and during their respective terms of office, and shall not hold other elected office or employment with the City, unless so authorized by City Charter or by the ordinance creating the Board, Commission or Committee.

(b) Oath of Office: All members of any City Board, Commission or Committee, before entering upon the duties of his or her office, shall take and subscribe to an oath or affirmation, which shall be filed and kept in the office of the City Clerk, that he or she will:

- (1) Support the constitution of the United States and of this State, and the Charter and ordinances of the City;
- (2) Faithfully, honestly, and impartially discharge the duties of his or her office.
(*Statutory Reference ORC 733.68*)

269.03 MEETINGS.

(a) Open Meetings Act: All City Boards, Commissions and Committees shall comply with Ohio's Open Meeting Act.

(b) Meeting Times: Unless otherwise provided by City Charter or by the ordinance creating the Board, Commission or Committee, all City Boards, Commissions and Committees are hereby authorized to conduct their meetings at times established by the Chairperson of such Board, Commission or Committee.

269.04 RULES OF ORDER.

Unless otherwise provided by City Charter or by the ordinance creating the Board, Commission or Committee, all City Boards, Commissions and Committees shall conduct their meetings in accordance with the Rules of Council, or in the absence of such Rules, in accordance with Robert's Rules of Order.

269.05 MATTERS REFERRED TO COUNCIL.

In any case where a City Board, Commission or Committee finds it is unable to act on a matter before it because a majority vote, either for or against, cannot be reached due to abstentions, the Board, Commission or Committee shall refer such matter to City Council who shall act *in loco* for such Board, Commission or Committee.



First Reading: April 11, 2019
Emergency: YES
Effective Date: April 11, 2019

Agenda Item: **ORDINANCE 2019-08**
AMENDING SECTION 298.01(a) OF THE CITY'S FEE SCHEDULE, AS CONTAINED IN THE CODIFIED ORDINANCES OF THE CITY OF XENIA, OHIO, AND DECLARING AN EMERGENCY

Submitted By: Jared Holloway, Assistant City Manager
Presented By: Brent Merriman, City Manager

Scope/Description: The City routinely accepts reservations for city parks space including the Pavilion at Shawnee Park, and the Shelter at Xenia Station. Historically, these reservations have been made for both City and non-City residents at various rates. Although many shelters are listed on the current Fee Schedule, operationally the City has only managed reservations for the Pavilion at Shawnee Park and the Shelter at Xenia Station. The other City parks are open to the public and available for use on a first come, first served basis.

Due to staffing challenges related to the managing of our City parks and the reservation and cleanup of the City facilities prior to and following the scheduled use (typically on weekends), staff recommends that the reservation hours be adjusted to minimize downtime of the parks' reserveable areas and maximize the efficiency of the Parks employee managing maintenance of all fourteen City parks. Staff is also recommending a slight increase in the reservation fees for City facilities in order to cover the administrative costs of park upkeep, staffing and other facility expenses. The recommended reservation timing and fee increases are as follows:

Shawnee Park Pavilion
4 Hour Morning Session at \$60
4 Hour Afternoon Session at \$80
All Day (8 am – 4 pm) Session at \$125

Xenia Station Shelter:
4 hour Morning Session at \$30
4 hour Afternoon Session at \$30
All Day (8 am – 4 pm) Session at \$50

Staff is recommending that services related to shelter reservations be limited and not extend beyond 4PM, including weekends. Any staff time for services beyond this would require costly overtime expenses, which have been excessive the past couple of seasons.

Cover Memo Attachments: Memo of Recommendation from Public Service Director, Chris Berger.

Budgetary Impact: The fee increase will help to ensure that facility upkeep, overtime and administrative expenses are covered as part of the parks reservation process.

RECOMMENDATION: Staff recommends that Council adopt Ordinance 2019-08 as an emergency, to update the fees for park facility reservation in order to continue to accept reservations throughout this upcoming summer season.



**PUBLIC SERVICE DEPARTMENT
MEMORANDUM**

Date: March 21, 2019

To: Brent Merriman, City Manager

From: Chris Berger, Public Service Director/City Engineer

Cc: Jared Holloway, Asst. City Manager
Keith Koch, PS Supervisor
Ray Ferrell, PS Supervisor

Re: Recommended Changes to Shawnee Park Pavilion and Xenia Station Shelter
Rentals for Year 2019

As requested, the Public Service Department is recommending the following changes to the current policy for renting of the Shawnee Park Pavilion and Xenia Station Shelter beginning in Year 2019:

Assumptions

1. Based upon observations from previous years and to take a reasonable and defensible position, a Maintenance Worker typically spends two (2) hours at the Shawnee Park Pavilion and one (1) hour at the Xenia Station Shelter on Saturdays and Sundays.
2. One (1) hour is necessary at each facility for cleaning and getting it prepared for parties in between the morning and afternoon sessions. \$3.51/hr for equipment and supplies was included in the fee computation(s).
3. Current rental rates:
Shawnee Pavilion: \$55- 4 hours, \$100 all day
Xenia Station Shelter: \$10- 4 hours, \$21 all day
4. Computed rates based upon current Maintenance Worker (112-F) AFSCME Contract for 2021: **\$26.49/hr**
5. Costs for Maintenance Worker benefits not included in computations, only the hourly rate.

Shawnee Park Pavilion

- Recommended Hours/Fees: Four Hour Morning Session at \$60
1 Hour Cleanup/Prep
Four Hour Afternoon Session at \$80
(8:00 a.m. – 4:00 p.m.) All Day Session at \$125

*Note: Difference in cost between morning and afternoon sessions attributable to potential overtime hours

Xenia Station Shelter

- Because of previous years' observed conflicts and misunderstandings of reserving the shelter adjacent to the splash pad, it is my recommendation that the (new) shelter erected in 2018 at the west end of the Xenia Station parking lot become the "reserved" shelter. The shelter adjacent to the splash pad would then become available for use as it becomes vacant. This does not in any way imply that whomever is using the shelter has exclusive use. It is free for anyone to use at anytime.
- The Public Service Department will construct and place two (2) picnic tables in the proposed shelter for reservations and leave the picnic tables that are currently in the shelter adjacent to the splash pad in place.
- Recommended Hours/Fees: Four Hour Morning Session at \$30
1 Hour Cleanup/Prep
Four Hour Afternoon Session at \$30
(8:00 a.m. – 4:00 p.m.) All Day Session at \$50

*Note: No difference in costs between sessions because shelter maintenance does not require the Maintenance Worker to be present at closing time

Please contact me at (937) 376-7264 or via email at cberger@ci.xenia.oh.us if you have any questions.

**CITY OF XENIA, OHIO
ORDINANCE 2019 – 08**

**AMENDING SECTION 298.01(a) OF THE CITY’S FEE SCHEDULE, AS CONTAINED IN THE
CODIFIED ORDINANCES OF THE CITY OF XENIA, OHIO, AND DECLARING AN
EMERGENCY**

WHEREAS, from time to time, it is prudent for City staff to review the fees and charges set forth by the City for the purpose of raising revenues to assist in covering the cost of operating the respective services;

WHEREAS, Staff has completed a review of the Department of Parks and Recreation operations of reservation process, and associated expenses, and operational challenges and has recommended to this Council that certain adjustments be made; and

WHEREAS, this Council finds it to be in the best interest of the health, safety and welfare of the City and its inhabitants to amend Section 298.01(a) of the City’s Fee Schedule to make changes to the reservation timing and fees for the Shawnee Park Pavilion and the Xenia Station Shelter,

NOW, THEREFORE, THE CITY OF XENIA HEREBY ORDAINS, at least five (5) members of the City Council concurring, that:

Section 1. This Ordinance is an emergency measure necessary to insure the necessary operations of the City’s government. The reason for such necessity arises from the need to set reservation times and fees for facilities at the City’s various parks before the beginning of the spring season so that times and fees remain the same throughout the season.

Section 2. Part Two – Administration Code, Title Twelve – Fees, Section 298.01(a) – Fees from Part Two – Administration Code, is hereby amended as shown in the attached Exhibit A.

Section 3. It is found that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council that resulted in this formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Section 4. This Ordinance shall be effective as of April 11, 2019.

Adopted: April 11, 2019

Attest:

Michael D. Engle
President, Xenia City Council

Michelle D. Johnson
City Clerk

Chapter 298.01(a) Fees from Part Two: Administration Code

Table A.1

Xenia Code Section	Chapter 204: City Standards	Fee
204.03	City Flag	\$65.00

(Ord. 14-40. Passed 10/09/14)

Table A.2

Xenia Code Section	Chapter 206: Public Meetings	Fee
206.03(e)	Notification of all meetings of a specific Board, Commission or Committee at to which any specific type of public business is to be discussed	<u>Notice by Email – No Fee</u> <u>Notice by Mail - \$15.00 per year</u> \$1.00 per year

(Ord. 08-25. Passed 04/24/08; Ord. 12-09. Passed 03/22/12)

Table A.3

Xenia Code Section	Chapter 236: Department of Finance	Fee
236.06(a)	Bad check charge, each check	\$25.00

(Ord. 08-25. Passed 04/24/08; Ord. 12-09. Passed 03/22/12)

Table A.4

Xenia Code Section	Chapter 242: Division of Fire	Fee
User Fees for Ambulance Service:		
242.05(a)	Advanced Life Support (ALS) 1	\$830.67
	Advanced Life Support (ALS) 2	\$1,038.34
	Basic Life Support (BLS)	\$519.17
	Loaded Mile	\$12.98
Standby Fees for Ambulance Service:		
242.06(a)	Paramedic unit with two assigned paramedics	\$100.00 per hour

(Ord. 08-32. Passed 05/22/08; Ord. 08-42. Passed 06/26/08; Ord. 08-77. Passed 11/25-08; Ord. 10-19. Passed 06/10/10; Ord. 12-09. Passed 03/22/12; Ord. 15-14. Passed 04-23-15)

Table A.5

Xenia Code Section	Chapter 248: Department of Parks & Recreation	Fee
Facility Rentals Fees		
Shawnee Park <u>Pavilion</u> Shelter Reservations		
248.05	<u>Resident – Four (4) hours A.M.</u>	<u>\$60.00</u>
	<u>Resident – Four (4) hours P.M.</u>	<u>\$80.00</u>
	<u>Resident – Eight (8) hours (Day)</u>	<u>\$125.00</u>
	<u>Nonresident – Four (4) hours A.M.</u>	<u>\$80.00</u>
	<u>Nonresident – Four (4) hours P.M.</u>	<u>\$100.00</u>
	<u>Nonresident – Eight (8) hours (Day)</u>	<u>\$145.00</u>
	Shelter 1: Resident – 4 hours	\$27.00
	Shelter 1: Resident – 8 hours	\$50.00
	Shelter 1: Non resident – 4 hours	\$50.00
	Shelter 1: Non resident – 8 hours	\$85.00
	Shelter 2: Resident – 4 hours	\$27.00
	Shelter 2: Resident – 8 hours	\$50.00
	Shelter 2: Non resident – 4 hours	\$50.00
	Shelter 2: Non resident – 8 hours	\$85.00
	Shelter 3: Resident – 4 hours	\$27.00
	Shelter 3: Resident – 8 hours	\$50.00
	Shelter 3: Non resident – 4 hours	\$50.00
	Shelter 3: Non resident – 8 hours	\$85.00
	Pavilion: Resident – 4 hours	\$55.00
	Pavilion: Resident – 8 hours	\$100.00
	Pavilion: Non resident – 4 hours	\$150.00
	Pavilion: Non resident – 8 hours	\$250.00
Xenia Station – Shelter <u>Reservations</u>		
248.05	<u>Resident – Four (4) hours A.M.</u>	<u>\$30.00</u>
	<u>Resident – Four (4) hours P.M.</u>	<u>\$30.00</u>
	<u>Resident – Eight (8) hours (Day)</u>	<u>\$50.00</u>
	<u>Nonresident – Four (4) hours A.M.</u>	<u>\$50.00</u>
	<u>Nonresident – Four (4) hours P.M.</u>	<u>\$50.00</u>
	<u>Nonresident – Eight (8) hours (Day)</u>	<u>\$70.00</u>
	Xenia Station – Shelter	
	Resident – 4 hours	\$10.00
	Resident – 8 hours	\$21.00
	Non resident – 4 hours	\$26.00
	Non resident – 8 hours	\$41.00
Xenia Station – Classroom <u>Reservations</u>		
248.05	Resident – 4 hours	\$25.00
	Resident – 8 hours	\$50.00
	Nonresident – 4 hours	<u>\$45.00</u> \$40.00

	Nonresident – 8 hours	<u>\$70.00</u> \$75.00
Miscellaneous		
248.05	Garden Plots	\$20.00 per season
	Tree Carving Sponsorship	\$2,500.00 per tree carving

(1997 Code; §§206.03, 242.05 and 248.05; Ord. 06-62. Passed 09/28/06; Ord. 07-61. Passed 12/27/07; Ord. 08-32. Passed 05/22/08; Ord. 09-56. Passed 08/27/09; Ord. 11-07. Passed 01/27/11; Ord. 14-36. Passed 09/25/14; Ord. 15-45. Passed 10/22/15; Ord. 16-58. Passed 12/29/16)



**XENIA CITY COUNCIL
LEGISLATIVE COVER MEMO**

Meeting Date: April 11, 2019
Emergency: YES
Effective Date: April 11, 2019

Agenda Item: **Resolution 2019-H**
AUTHORIZING THE CITY MANAGER TO EXECUTE AGREEMENTS WITH THE GREENE COUNTY ENGINEER’S OFFICE AND THE JOHN R. JURGENSEN COMPANY TO COMPLETE THE CITY’S 2019 STREET PROGRAM, AND DECLARING AN EMERGENCY

Submitted By: Chris Berger, Public Service Director/City Engineer
Presented By: Brent Merriman, City Manager

Scope/Description: As City Council is aware, the City of Xenia partners with the Greene County Engineer’s Office each year to complete its annual street program. Given the success in obtaining better economies of scale from paving contractors than in previous years’ street programs, it only makes sense to continue this fruitful relationship. This Resolution will authorize the execution of the standard agreement with the Greene County Engineer for the 2019 bidding and awarding process, and also authorizes the actual award of a contract for the 2019 paving to John R. Jurgensen Company, who was determined to be the lowest and best bidder by the Greene County Engineer.

The Greene County Engineer recently received bids from two (2) qualified paving contractors to complete street resurfacing for several jurisdictions in Greene County. Attached for review is the bid tabulation received from the Greene County Engineer’s Office. The City of Xenia’s portion (**\$310,427.61**) is noted on page 3. This year’s program includes the reconstruction of Montana Drive and a portion of the driveway throughout the Ford Rd. WWTP along with sporadic concrete repairs.

Because the Greene County Engineer’s Office will need the City of Xenia to sign all documents to proceed forward with its portion of the overall bid/award/pre-construction meeting process for the County Street Paving Program, City staff requests that the attached Resolution be adopted on an emergency basis.

Attachments: Agreement between the Greene County Engineer and the City of Xenia.
Greene County Collective Paving Bid Tabulation for 2019.

Budgetary Impact: Account # 361-5102-55508 \$300,000 (Budgeted) \$226,945.61 (Actual)
Account # 665-1331-55599 \$90,000 (Budgeted) \$83,482.00 (Actual)

RECOMMENDATION: It is the recommendation of City staff to adopt Resolution 2019-H authorizing the City Manager to execute an agreement with the Greene County Engineer’s Office and an agreement with John R. Jurgensen Company to complete the City’s 2019 Street Program.

**CITY OF XENIA, OHIO
RESOLUTION 2019 – H**

AUTHORIZING THE CITY MANAGER TO EXECUTE AGREEMENTS WITH THE GREENE COUNTY ENGINEER’S OFFICE AND THE JOHN R. JURGENSEN COMPANY TO COMPLETE THE CITY’S 2019 STREET PROGRAM, AND DECLARING AN EMERGENCY

WHEREAS, the City of Xenia desires to complete its annual street paving program through the Greene County Engineer’s Office to achieve better economies of scale;

WHEREAS, the Greene County Engineer’s Office requires that the City of Xenia enter into an agreement to be included in its 2019 Street Paving Program;

WHEREAS, the Greene County Engineer’s Office recently opened the bids for the 2019 Street Paving Program and determined that the bid from John R. Jurgensen Company was the lowest and best; and

WHEREAS, this Council finds it to be in the best interests of the health, safety and welfare of the City of Xenia to complete the City’s annual street paving through the Greene County Engineer’s 2019 Street Paving Program and approve the award of Xenia’s portion of the Program to the John R. Jurgensen Company,

NOW, THEREFORE, THE CITY OF XENIA HEREBY RESOLVES, at least five (5) members of the City Council concurring, that:

Section 1. This Resolution is an emergency for the reason that to obtain the best cost for the annual street paving within the City, an agreement with the Greene County Engineer’s Office to participate in its 2019 Street Paving Program, and an agreement with the lowest and best bidder under that Program, must be immediately executed.

Section 2. The City Manager is hereby authorized to execute an Agreement with the Greene County Engineer’s Office to participate in its 2019 Street Paving Program, and is further authorized to sign all necessary documents to complete the City’s portion of said Program.

Section 3. The City Manager is hereby authorized to execute an Agreement with the John R. Jurgensen Company in the amount of Three Hundred Ten Thousand, Four Hundred Twenty-Seven Dollars and Sixty-One Cents (\$310,427.61) to complete the City’s annual street paving, upon such terms, conditions and specifications as were a part of the City’s portion of the County Engineer’s 2019 Street Paving Program bid.

Section 4. It is found that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Council, and that all deliberations of this Council that resulted in this formal action were in meetings open to the public in compliance with all legal requirements, including ORC 121.22.

Section 5. This Resolution shall be effective upon its passage, in accordance with Section 5.04 of the City Charter.

Passed: April 11, 2019

Attest:

Michael D. Engle
President, Xenia City Council

Michelle D. Johnson
City Clerk

City of Xenia					John R. Jurgensen		Barrett Paving Mtls.	
-Base Bid: Montana Dr								
202	Curb Removed	40	LF	\$17.00	\$680.00	\$20.00	\$800.00	
202	Curb Installed	40	LF	\$45.00	\$1,800.00	\$40.00	\$1,600.00	
202	4" Walk Removed	200	SF	\$3.75	\$750.00	\$7.00	\$1,400.00	
254	Pavement Planing, 3" typical	9,637	SY	\$1.70	\$16,382.90	\$2.10	\$20,237.70	
254	Milled Butt Joint	33	SY	\$5.50	\$181.50	\$48.00	\$1,584.00	
301	Asphalt Concrete Base, PG64-22, 6"	200	Ton	\$76.00	\$15,200.00	\$126.00	\$25,200.00	
407	Tack Coat @ 0.075 GAL/SY	723	GAL	\$1.00	\$723.00	\$3.50	\$2,530.50	
441	Asphalt Concrete, Surface, Type 1, 3" placed in 2 lifts	1,606	Ton	\$67.00	\$107,602.00	\$82.00	\$131,692.00	
608	4" Concrete Walk	200	SF	\$8.00	\$1,600.00	\$15.00	\$3,000.00	
608	ADA Handicap Ramp	2	Each	\$1,330.00	\$2,660.00	\$3,000.00	\$6,000.00	
611	Manhole Adjusted to Grade	22	Each	\$290.00	\$6,380.00	\$250.00	\$5,500.00	
611	Water Valve Box Adjusted to Grade	17	Each	\$32.00	\$544.00	\$75.00	\$1,275.00	
614	MOT	1	LS	\$2,800.00	\$2,800.00	\$4,500.00	\$4,500.00	
624	Mobilization	1	LS	\$1,700.00	\$1,700.00	\$4,000.00	\$4,000.00	
653	Topsoil Furnished and Placed	1	CY	\$100.00	\$100.00	\$250.00	\$250.00	
659	Seeding and Mulching	3	SY	\$6.00	\$18.00	\$100.00	\$300.00	
	SUBTOTAL				\$159,121.40		\$209,869.20	
-Base Bid: Ford Rd WWTP								
202	Curb Removed	592	LF	\$17.00	\$10,064.00	\$20.00	\$11,840.00	
202	Curb Installed	592	LF	\$45.00	\$26,640.00	\$40.00	\$23,680.00	
254	Pavement Planing, 3" typical	3,300	SY	\$1.70	\$5,610.00	\$3.00	\$9,900.00	
407	Tack Coat @ 0.075 GAL/SY	253	GAL	\$1.00	\$253.00	\$3.50	\$885.50	
441	Asphalt Concrete, Surface, Type 1, 3" placed in 2 lifts	550	Ton	\$70.00	\$38,500.00	\$86.00	\$47,300.00	
624	Mobilization	1	LS	\$1,100.00	\$1,100.00	\$4,500.00	\$4,500.00	
632	Detector Loop	1	Each	\$1,315.00	\$1,315.00	\$3,190.00	\$3,190.00	
	SUBTOTAL				\$83,482.00		\$101,295.50	
-Alternate Bid A: Church St Radius								
202	Curb Removed	154	LF	\$17.00	\$2,618.00	\$20.00	\$3,080.00	
202	Curb Installed	137	LF	\$45.00	\$6,165.00	\$40.00	\$5,480.00	
202	4" Walk Removed	490	SF	\$3.75	\$1,837.50	\$7.00	\$3,430.00	
203	Excavation	70	CY	\$50.00	\$3,500.00	\$65.00	\$4,550.00	
204	Subgrade Compaction	105	SY	\$5.00	\$525.00	\$7.50	\$787.50	
301	Asphalt Concrete Base, PG64-22, 10"	66	Ton	\$75.00	\$4,950.00	\$225.00	\$14,850.00	
407	Tack Coat @ 0.075 GAL/SY	8	GAL	\$1.00	\$8.00	\$3.50	\$28.00	
441	Asphalt Concrete, Surface, Type 1, 3" placed in 2 lifts	20	Ton	\$100.00	\$2,000.00	\$225.00	\$4,500.00	
608	4" Concrete Walk	305	SF	\$8.00	\$2,440.00	\$15.00	\$4,575.00	
608	ADA Handicap Ramp	1	Each	\$1,330.00	\$1,330.00	\$3,000.00	\$3,000.00	
614	MOT	1	LS	\$2,500.00	\$2,500.00	\$4,750.00	\$4,750.00	
624	Mobilization	1	LS	\$1,100.00	\$1,100.00	\$4,000.00	\$4,000.00	
644	Edge Line, 4"	140	LF	\$1.42	\$198.80	\$1.42	\$198.80	
644	Crosswalk Line, 12"	64	LF	\$4.00	\$256.00	\$4.00	\$256.00	
644	Hatch (White), 24"	125	LF	\$6.00	\$750.00	\$6.00	\$750.00	
653	Topsoil Furnished and Placed	10	CY	\$100.00	\$1,000.00	\$250.00	\$2,500.00	
659	Seeding and Mulching	30	SY	\$6.00	\$180.00	\$100.00	\$3,000.00	
	SUBTOTAL				\$31,358.30		\$59,735.30	
-Alternate Bid B: S. Progress Dr								
432	Cracksealing Type 2	4,000	LBS	\$1.98	\$7,920.00	\$2.10	\$8,400.00	
614	MOT	1	LS	\$2,090.00	\$2,090.00	\$4,750.00	\$4,750.00	
624	Mobilization	1	LS	\$1,000.00	\$1,000.00	\$4,000.00	\$4,000.00	
	SUBTOTAL				\$11,010.00		\$17,150.00	
-Alternate Bid C: Wilson Dr								
202	Curb Removed	88	LF	\$17.00	\$1,496.00	\$20.00	\$1,760.00	
202	Curb Installed	88	LF	\$45.00	\$3,960.00	\$40.00	\$3,520.00	
202	4" Walk Removed	110	SF	\$3.75	\$412.50	\$7.00	\$770.00	
254	Pavement Planing, 2" typical	302	SY	\$5.50	\$1,661.00	\$7.50	\$2,265.00	
254	Milled Butt Joint	74	SY	\$5.50	\$407.00	\$9.00	\$666.00	
301	Asphalt Concrete Base, PG64-22, 6"	135	Ton	\$68.00	\$9,180.00	\$120.00	\$16,200.00	
407	Tack Coat @ 0.075 GAL/SY	22	GAL	\$1.00	\$22.00	\$3.50	\$77.00	
441	Asphalt Concrete, Surface, Type 1, 2"	35	Ton	\$85.00	\$2,975.00	\$135.00	\$4,725.00	
608	4" Concrete Walk	110	SF	\$8.00	\$880.00	\$15.00	\$1,650.00	
608	ADA Handicap Ramp	1	Each	\$1,330.00	\$1,330.00	\$3,000.00	\$3,000.00	
614	MOT	1	LS	\$1,104.41	\$1,104.41	\$4,750.00	\$4,750.00	
624	Mobilization	1	LS	\$860.00	\$860.00	\$4,000.00	\$4,000.00	
653	Topsoil Furnished and Placed	10	CY	\$100.00	\$1,000.00	\$250.00	\$2,500.00	
659	Seeding and Mulching	28	SY	\$6.00	\$168.00	\$100.00	\$2,800.00	
	SUBTOTAL				\$25,455.91		\$48,683.00	

TOTAL CONTRACT AMOUNT

\$310,427.61

\$436,733.00



ROBERT N. GEYER, P.E., P.S.

615 Dayton - Xenia Road
Xenia, Ohio 45385-2697
Office (937) 562-7500
Fax (937) 562-7510

GREENE COUNTY ENGINEER

March 28, 2019

Chris Berger, City Engineer
City of Xenia
996 Towler Road
Xenia, OH 45385

Re: Collective Bidding Programs For 2019

Dear Chris:

Enclosed please find the Agreement with the Engineer regarding the above referenced programs for 2019. This Agreement requires the appropriate signatures and the Resolution Number by which this action was taken.

It is important that we have the signed Agreement on file in our office prior to any work being started in your jurisdiction; therefore, please return the original, signed copy to our office as soon as possible.

Should you have any questions, please do not hesitate to contact this office.

Sincerely,

Luke Trubee, P.E., S.I.
Deputy Engineer

LT:mm

Enclosure

c: Ray Ferrell, Street Superintendent

**AGREEMENT BETWEEN THE GREENE COUNTY ENGINEER
AND
THE CITY OF XENIA**

The Greene County Engineer and the City of Xenia (hereinafter referred to as the Engineer and the City, respectively), agree to the following:

WHEREAS, the City desires to participate with the Engineer in the competitive bid contracts for the **Collective Paving 2019 and Center Line/Edge Line (County doing work for 2019)** as bid by the Greene County Engineer.

WHEREAS, all work within the City's jurisdiction, shall be inspected by and all questions decided which may arise as to quality and acceptability of materials furnished, work performed, the rate of progress; the interpretation of the specifications, by the City and the acceptable fulfillment of the contract on the part of the Contractor.

WHEREAS, the Contractor will invoice the City directly for the actual quantities of work performed, all line item extras, and/or negotiated extra work.

WHEREAS, the Engineer shall withhold all retainage for the total **Collective Paving for 2019** bidding contract from the County's share of the work and the Engineer will insure that the work has been performed in accordance with the City's instructions prior to releasing the retainage. **The Engineer will invoice the City for the Center Line/Edge Line (County doing work) for 2019.** The Engineer will insure the work has been performed in accordance with the City's instructions.

THEREFORE, the acceptance of this agreement is indicated by the signatures below.

Witnessed by: *Mona Mallow*

GREENE COUNTY ENGINEER:
Robert N. Geyer
Robert N. Geyer, P.E., P.S.

CITY OF XENIA BY:

By Resolution No: _____

Date: _____

Approved as to form by:

[Signature]
Prosecuting Attorney's Office
Counsel for County Engineer



First Reading: April 11, 2019
2nd Reading & Vote: April 25, 2019
Effective Date: April 25, 2019

Agenda Item: **Resolution 2019-I**
PROVIDING FOR ASSESSMENTS TO BE LEVIED AND
AUTHORIZING THE FINANCE DIRECTOR TO CERTIFY THOSE
ASSESSMENTS TO THE GREENE COUNTY AUDITOR

Submitted By: Ryan Duke, Finance Director
Presented By: Ryan Duke, Finance Director

Scope/Description: The City must sometimes utilize its internal resources or a contractor to abate certain violations of the City’s Property Maintenance Code on private property when a property owner fails to heed notices of violation and address the violations. These types of violations typically include mowing tall grass and weeds; removing trees, plant or shrubs that overhang or otherwise create a danger in the right-of-way; demolition of unsafe structures; and cleanup of trash that has been improperly strewn about a property or cannot be picked up by the City’s sanitation service. Correcting these types of violations require services for which the City incurs direct costs and/or staff time.

The Property Maintenance Code allows the City to recover its costs, plus a service charge, by sending an invoice to the property owner. If the property owner fails to pay, then the City is permitted to assess the costs to the owner’s property taxes.

There are also circumstances where the City assesses a property for an outstanding utility bill. This typically occurs when a property is vacant and disconnected for a long period of time. There is no incentive to reconnect the water and, therefore, the City must assess the property to collect the outstanding utility bill.

The County Auditor will allow the City to assess up to three (3) times a year. This is the first assessment in 2019.

Cover Memo Attachments: None.

Budgetary Impact: The City plans to certify the following amounts:

Weeds	\$46,779.27
Trees/Shrubs	\$1,614.02
Trash Cleanup	\$5,235.00
Utilities	\$76,574.70

A detailed list of the assessed properties can be obtained from the Finance Department upon request.

RECOMMENDATION: It is staff’s recommendation that Council adopt a Resolution to certify assessments to the County Auditor for unpaid invoices for the City’s costs of correcting Property Maintenance Code violations.

**CITY OF XENIA, OHIO
RESOLUTION 2019 - I**

PROVIDING FOR ASSESSMENTS TO BE LEVIED AND AUTHORIZING THE FINANCE DIRECTOR TO CERTIFY THOSE ASSESSMENTS TO THE GREENE COUNTY AUDITOR

WHEREAS, Ohio Revised Code Sections 715.261 and 731.54 state that the costs incurred in abating violations of the City’s Property Maintenance Code are a tax lien upon the property where such violations were abated;

WHEREAS, Ohio Revised Code Section 729.49 states that the rates or charges for use of sewer systems, including sanitary sewer systems and stormwater sewer systems, constitute a tax lien upon the property served by such systems if not paid when due;

WHEREAS, Ohio Revised Code Section 743.04 states that the rates or charges for use of the water system constitute a tax lien upon the property served by such system if not paid when due, subject to the exceptions set forth in ORC Section 743.04; and

WHEREAS, the Greene County Auditor requires that Council approve the levying of such assessments upon the tax duplicate before such tax liens can be collected and returned to the City;

NOW, THEREFORE, THE CITY OF XENIA HEREBY RESOLVES, at least four (4) members of the City Council concurring, that:

Section 1. The Finance Director is authorized to certify the following amounts for the following purposes to the Greene County Auditor:

<u>Amount</u>	<u>Purpose</u>
\$46,779.27	Unpaid Weed Mowing Invoices
\$1,614.02	Unpaid Trees/Shrub Trimming Invoices
\$5,235.00	Unpaid Trash Cleanup Invoices
\$76,574.70	Unpaid Utility Bills

Section 2. Any unpaid invoice that is paid to the City prior to the County deadline may be removed from the list of assessments.

Section 3. It is found that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council that resulted in this formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code, and the Rules of Council.

Section 4. This Resolution shall become effective immediately upon its passage.

Introduction: April 11, 2019
Passed:

Attest: Michael D. Engle
President, Xenia City Council

Michelle D. Johnson
City Clerk



**XENIA CITY COUNCIL
AGENDA ITEM REPORT**

Meeting Date: April 11, 2019

Agenda Location: New Business

Title: Administrative Motion – Reappointing two members of the Board of Zoning Appeals

Submitted By: Michelle Johnson, City Clerk

Presenter: Mayor Sarah Mays, Chair of BZA

Summary: Current BZA Vice Chair Ms. Tara Macduff’s term and recently appointed Mr. Rick Hilliard’s term on the Board of Zoning Appeals are both due to expire on April 11, 2019. Both members have expressed their desire to be reappointed to four-year terms.

Attachment(s): N/A

Budgetary Impact: N/A

RECOMMENDATION: It is recommended that Council reappoint Ms. Tara Macduff and Mr. Rick Hilliard to the Board of Zoning Appeals for four-year terms, expiring on April 11, 2023.

Meeting Date: April 11, 2019

Agenda Location: New Business

Title: **Administrative Motion** – Approving 2019 Heritage Tree Nominations

Submitted By: Michelle Johnson, City Clerk

Presenter: Council President Michael Engle, Chair of BRACA

Summary: In 2011, the Board for Recreation, Arts, and Cultural Activities’ Tree Committee developed the *Heritage Tree Program*, which was approved by City Council in 2011, to recognize, honor, and foster appreciation of trees on public or private property for their unique history, shape, size, beauty and specie that have cultural, historical, and aesthetic value. Since that time, 33 nominations for Heritage Trees have been approved. Plaques denoting pertinent information have been installed near each tree or grove of trees. For 2019, the Xenia Tree Committee nominated, and on March 5th, BRACA endorsed three nominations for 2019 Heritage Trees as follows:

Dawn Redwood
551 Marshall Drive
Trunk Diameter: 35”
Height: 80’
Canopy Spread: 57’
Approximate Age: 50 years



American Sweetgum
386 N. Galloway Street
Trunk Diameter: 36”
Height: 90’
Canopy Spread: 54’
Approximate Age: 144 years

American Elm
928 E. Market Street
Trunk Diameter: 51”
Height: 104’
Canopy Spread: 78’
Approximate Age: 204 years



Attachment(s): None

Budgetary Impact: None

RECOMMENDATION: Approve the 2019 Heritage Tree Nominations as noted above.

City of Xenia

Schedule of Bills

4/11/2019

<u>Vendor Name</u>	<u>Invoice Date</u>	<u>Invoice #</u>	<u>Description</u>	<u>Amount</u>	<u>Account Number</u>
A&A SAFETY INC	2019-02-28	155373	8 GATEWAY WELCOME SIGNS	\$7,160.00	233-1441-53290
			Total for Vendor	\$7,160.00	
APP ARCHITECTURE INC	2019-03-15	2	SAFETY STUDY	\$271.98	101-1009-53290
	2019-03-15	2	SAFETY STUDY	\$13.10	101-1009-53290
			Total for Vendor	\$285.08	
AIRGAS USA LLC	2019-03-13	9086708258	CONTROL GAUGE	\$35.50	612-1331-54299
			Total for Vendor	\$35.50	
ALPHABET EMBROIDERY STUDIOS	2019-03-22	23484	SGT PATCHES/STRIPES	\$128.60	270-1221-54201
	2019-03-18	23358	PATCHES	\$13.00	270-1221-54201
	2019-03-28	23543	REM LETTERS/EMBROIDER NAME	\$41.00	270-1221-54201
			Total for Vendor	\$182.60	
AQUA FALLS BOTTLED WATER	2019-03-08	178728	WATER X 4	\$19.80	708-1008-54299
	2019-03-22	204973	WATER X 5/DEPOSIT	\$30.75	708-1008-54299
	2019-03-08	178728	WATER COOLER RENTAL	\$4.00	708-1008-53521
			Total for Vendor	\$54.55	
BADGER METER INC	2019-03-18	1287102	WATER METER X 30	\$1,298.11	612-1332-54299
	2019-03-18	1287102	WATER METER X 30	\$1,298.12	611-1338-54299
			Total for Vendor	\$2,596.23	
BEHAVIOR MGMT ASSOC INC	2019-03-27	46025	APRIL EAP PROGRAM	\$3.57	101-1003-53191
	2019-03-27	46025	APRIL EAP PROGRAM	\$13.83	611-1338-53191
	2019-03-27	46025	APRIL EAP PROGRAM	\$2.22	270-1213-53191
	2019-03-27	46025	APRIL EAP PROGRAM	\$14.54	611-1334-53191
	2019-03-27	46025	APRIL EAP PROGRAM	\$0.99	615-1223-53191
	2019-03-27	46025	APRIL EAP PROGRAM	\$1.80	613-1008-53191
	2019-03-27	46025	APRIL EAP PROGRAM	\$2.07	253-1014-53191
	2019-03-27	46025	APRIL EAP PROGRAM	\$9.71	214-1201-53191
	2019-03-27	46025	APRIL EAP PROGRAM	\$0.36	233-1441-53191
	2019-03-27	46025	APRIL EAP PROGRAM	\$18.98	221-1441-53191
	2019-03-27	46025	APRIL EAP PROGRAM	\$2.46	613-1333-53191
	2019-03-27	46025	APRIL EAP PROGRAM	\$2.92	101-1004-53191
	2019-03-27	46025	APRIL EAP PROGRAM	\$14.43	611-1337-53191
	2019-03-27	46025	APRIL EAP PROGRAM	\$10.68	612-1331-53191
	2019-03-27	46025	APRIL EAP PROGRAM	\$0.71	101-1011-53191
	2019-03-27	46025	APRIL EAP PROGRAM	\$1.80	612-1008-53191
	2019-03-27	46025	APRIL EAP PROGRAM	\$0.77	101-1555-53191
	2019-03-27	46025	APRIL EAP PROGRAM	\$2.52	101-1552-53191
	2019-03-27	46025	APRIL EAP PROGRAM	\$0.84	614-1334-53191
	2019-03-27	46025	APRIL EAP PROGRAM	\$14.43	612-1334-53191
	2019-03-27	46025	APRIL EAP PROGRAM	\$3.87	253-5345-53191
	2019-03-27	46025	APRIL EAP PROGRAM	\$1.81	611-1008-53191
	2019-03-27	46025	APRIL EAP PROGRAM	\$1.50	101-1551-53191
	2019-03-27	46025	APRIL EAP PROGRAM	\$0.35	363-1002-53191
	2019-03-27	46025	APRIL EAP PROGRAM	\$1.62	710-1010-53191
	2019-03-27	46025	APRIL EAP PROGRAM	\$0.87	101-1553-53191
	2019-03-27	46025	APRIL EAP PROGRAM	\$1.84	101-1550-53191
	2019-03-27	46025	APRIL EAP PROGRAM	\$0.35	101-1018-53191
	2019-03-27	46025	APRIL EAP PROGRAM	\$1.92	270-1224-53191
	2019-03-27	46025	APRIL EAP PROGRAM	\$3.74	709-1446-53191

<u>Vendor Name</u>	<u>Invoice Date</u>	<u>Invoice #</u>	<u>Description</u>	<u>Amount</u>	<u>Account Number</u>
	2019-03-27	46025	APRIL EAP PROGRAM	\$0.85	613-1553-53191
	2019-03-27	46025	APRIL EAP PROGRAM	\$7.81	101-1007-53191
	2019-03-27	46025	APRIL EAP PROGRAM	\$0.77	222-1441-53191
	2019-03-27	46025	APRIL EAP PROGRAM	\$13.74	612-1332-53191
	2019-03-27	46025	APRIL EAP PROGRAM	\$3.13	614-1340-53191
	2019-03-27	46025	APRIL EAP PROGRAM	\$0.56	101-1556-53191
	2019-03-27	46025	APRIL EAP PROGRAM	\$111.36	270-1225-53191
	2019-03-27	46025	APRIL EAP PROGRAM	\$6.77	612-1336-53191
	2019-03-27	46025	APRIL EAP PROGRAM	\$2.83	101-1442-53191
	2019-03-27	46025	APRIL EAP PROGRAM	\$0.55	101-1005-53191
	2019-03-27	46025	APRIL EAP PROGRAM	\$0.64	101-1001-53191
	2019-03-27	46025	APRIL EAP PROGRAM	\$0.10	603-1006-53191
	2019-03-27	46025	APRIL EAP PROGRAM	\$2.10	250-1246-53191
	2019-03-27	46025	APRIL EAP PROGRAM	\$21.68	101-1002-53191
	2019-03-27	46025	APRIL EAP PROGRAM	\$115.27	270-1221-53191
	2019-03-27	46025	APRIL EAP PROGRAM	\$33.94	270-1222-53191
	2019-03-27	46025	APRIL EAP PROGRAM	\$2.02	101-1006-53191
	2019-03-27	46025	APRIL EAP PROGRAM	\$4.43	613-1334-53191
			Total for Vendor	\$466.05	
BRENNAMAN PEST SOLUTIONS LLC					
	2019-03-19	3/19/19	PEST CONTROL STA 1/2	\$80.00	270-1225-53290
			Total for Vendor	\$80.00	
STEVE BRODSKY					
	2019-03-19	19-33	REIMB 328M-OEDI TRG-DUBLIN	\$190.24	101-1550-52110
			Total for Vendor	\$190.24	
CDW GOVERNMENT INC					
	2019-03-21	RPC4846	2000VA 1760W UPS	\$958.42	710-1010-54299
			Total for Vendor	\$958.42	
CAREY GROUP PUBLISHING					
	2019-03-24	2019-1353-A	PROBATION CAREY GUIDES	\$615.00	214-1201-54299
	2019-03-24	2019-1353-A	BITS TOOLKIT	\$140.00	214-1201-54299
			Total for Vendor	\$755.00	
CHANGE HEALTHCARE PRACTICE MGMT SOL					
	2019-03-25	47298	FEB EMS BILLING-CENTRAL STATE	\$48.32	270-1006-53290
	2019-03-25	47298	FEB EMS BILLING-XENIA CITY	\$4,299.54	270-1006-53290
			Total for Vendor	\$4,347.86	
CHIEF SUPPLY					
	2019-03-19	168845	ROAD FLARES	\$190.00	270-1221-54299
			Total for Vendor	\$190.00	
CINTAS CORPORATION LOC G62					
	2019-03-27	4018930638	UNIFORM SVC-MAINT/LABORER	\$39.77	221-1441-53290
	2019-03-20	4018568723	UNIFORM SVC-MAINT/LABORER	\$33.65	221-1441-53290
	2019-03-27	4018930638	UNIFORM SVC-MAINT/LABORER	\$11.42	613-1333-53290
	2019-03-20	4018568723	UNIFORM SVC-MAINT/LABORER	\$10.04	613-1333-53290
	2019-03-27	4018930638	UNIFORM SVC-MAINT/LABORER	\$56.65	612-1332-54299
	2019-03-20	4018568723	UNIFORM SVC-MAINT/LABORER	\$47.17	612-1332-54299
	2019-03-20	4018568565	UNIFORM SVC-2 EMPLOYEES	\$14.72	709-1446-53290
	2019-03-27	4018930456	UNIFORM SVC-2 EMPLOYEES	\$14.72	709-1446-53290
	2019-03-27	4018930638	UNIFORM SVC-MAINT/LABORER	\$16.65	101-1442-53290
	2019-03-20	4018568723	UNIFORM SVC-MAINT/LABORER	\$15.79	101-1442-53290
	2019-03-18	4018383821	MAT SVC	\$72.90	101-1018-53290
	2019-03-25	4018748183	MAT SVC	\$72.90	101-1018-53290
	2019-03-26	4018828102	MAT SVC	\$8.50	101-1557-53290
	2019-03-19	4018497280	MAT SVC	\$8.50	101-1557-53290
	2019-03-27	4018930513	MAT/UNIFORM SVC-6 EMPLOYEES	\$48.58	612-1331-53290
	2019-03-20	4018568508	MAT/UNIFORM SVC-6 EMPLOYEES	\$67.58	612-1331-53290
	2019-03-20	4018568723	UNIFORM SVC-MAINT/LABORER	\$47.17	611-1338-54299
	2019-03-27	4018930638	UNIFORM SVC-MAINT/LABORER	\$56.65	611-1338-54299
	2019-03-26	4018828135	MAT SVC	\$28.50	709-1447-53290
	2019-03-19	4018497279	MAT SVC	\$28.50	709-1447-53290
	2019-03-25	4018748165	MAT SVC	\$45.50	101-1009-53290

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	2019-03-18	4018383805	MAT SVC	\$42.50	101-1009-53290
	2019-03-27	4018930930	MAT/UNIFORM SVC-2 EMPLOYEES	\$19.40	612-1336-53290
	2019-03-20	4018568981	MAT/UNIFORM SVC-2 EMPLOYEES	\$19.40	612-1336-53290
	2019-03-27	4018930638	UNIFORM SVC-LABORER	\$7.21	222-1441-53290
	2019-03-20	4018568723	UNIFORM SVC-LABORER	\$7.93	222-1441-53290
	2019-03-27	4018922422	MAT/UNIFORM SVC-7 EMPLOYEES	\$74.69	611-1337-53290
	2019-03-20	4018560828	MAT/UNIFORM SVC-7 EMPLOYEES	\$338.69	611-1337-53290
	2019-03-20	4018568723	UNIFORM SVC-MAINT	\$13.08	614-1340-53290
	2019-03-27	4018930638	UNIFORM SVC-MAINT	\$16.48	614-1340-53290
			Total for Vendor	\$1,285.24	
CINTAS CORPORATION					
	2019-03-21	5013259964	BANDAGES	\$15.07	101-1442-54299
	2019-03-21	5013259963	BANDAGES/IB/ASPIRIN/WOUNDSEAL	\$99.82	709-1446-54299
	2019-03-21	5013259964	MUSCLE RELIEF	\$25.11	614-1340-54299
	2019-03-21	5013259964	CPR SHIELDS	\$37.67	612-1332-54299
	2019-03-21	5013259958	ALEVE/BURN DRESSING/DAYQUIL	\$150.21	611-1337-53290
	2019-03-21	5013259964	DISINFECTANT	\$37.67	221-1441-54299
	2019-03-21	5013259964	OINTMENT	\$37.67	611-1338-54299
	2019-03-21	5013259964	IB/TWEEZERS	\$12.56	613-1333-54299
			Total for Vendor	\$415.78	
CITY ELECTRIC SUPPLY #426					
	2019-03-14	BEC/075323	RECEPTACLES/BOXES/WIRE/COVERS	\$203.09	101-1018-54299
			Total for Vendor	\$203.09	
COLUMBUS EQUIPMENT CO					
	2019-03-25	578750	BACKHOE RENTAL-LANDFILL MAINT	\$344.92	666-6905-53521
			Total for Vendor	\$344.92	
COOK HYDRAULIC SVC LLC					
	2019-03-14	15079	HYD CYLINDER PARTS	\$97.26	709-1446-54505
	2019-03-14	15079	REP HYD CYLINDERS	\$180.00	709-1446-53740
			Total for Vendor	\$277.26	
CRYSTAL WATER COMPANY INC					
	2019-03-28	1095424	DISTILLED WATER	\$53.75	612-1331-54299
			Total for Vendor	\$53.75	
CUSTOM CABS & TRAILERS INC					
	2019-03-19	532769	TIE DOWNS/E-TRACH RETRN V2302	\$66.00	709-1446-54505
			Total for Vendor	\$66.00	
D & S AUTO PARTS INC					
	2018-12-06	26823	AUTO TESTERS	\$357.46	709-1446-54505
	2019-03-26	35005	BATTERY/CORE V1943	\$280.85	709-1446-54505
	2019-03-20	34522	BELT	\$59.14	709-1446-54505
	2019-03-20	34568	CORE RETURN	-\$9.00	709-1446-54505
	2019-03-22	34735	BATTERY V1498	\$59.99	709-1446-54505
	2019-03-27	35069	HYD/FUEL/AIR/OIL FILTERS	\$74.39	709-1446-54505
	2019-03-19	34358	OIL/FUEL FILTERS	\$37.16	709-1446-54505
	2019-03-28	35176	GEAR OIL/SEALANT V1925	\$63.52	709-1446-54505
	2019-03-19	34284	LAMPS	\$62.22	709-1446-54505
	2019-03-20	34552	BATTERY/CORE V1926	\$52.99	709-1446-54505
	2019-03-20	34523	FUEL FILTERS	\$82.12	709-1446-54505
	2019-03-20	34524	FUEL FILTER	\$29.30	709-1446-54505
	2019-03-22	34686	OIL FILTERS V1498	\$17.93	709-1446-54505
	2019-03-19	34417	OIL FILTERS	\$9.56	709-1446-54505
	2019-03-27	35073	TERMINAL	\$3.69	612-1331-54299
	2019-03-26	34968	GAUGE/SENDER	\$59.98	612-1331-54299
	2019-03-18	34316	MOTOR TUNE-UP X 6/STA-BIL	\$78.17	611-1337-54299
			Total for Vendor	\$1,319.47	
DANCO LETTERING					
	2019-03-08	69455	INST CHEVRON/LETTERING M-31	\$1,356.00	270-1225-53740
			Total for Vendor	\$1,356.00	
A E DAVID COMPANY					
	2019-03-18	208490-01	NAME PLATE/CHEVRONS/CAPT BARS	\$15.95	270-1221-54201

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	2019-03-21	205093-02	BADGE-G BEEGLE	\$27.50	270-1225-54201
	2019-03-21	208534-01	BADGE-T DILL	\$27.50	270-1225-54201
			Total for Vendor	\$70.95	
DAYTON PARTS COMPANY					
	2019-03-26	327887	DOOR CHECK V1231	\$45.98	709-1446-54505
			Total for Vendor	\$45.98	
DETROIT TIRE SALES					
	2019-03-18	650091431	TIRE/VALVE STEM V1406	\$357.45	709-1446-54505
	2019-03-26	650091695	2 TIRES V1406	\$682.98	709-1446-54505
	2019-03-26	650091688	TIRE REPAIR V1302	\$17.50	709-1446-53740
	2019-03-23	650091635	TIRE REPAIR V1498	\$35.00	709-1446-53740
	2019-03-18	650091431	MOUNT/BALANCE TIRE V1406	\$45.00	709-1446-53740
	2019-03-26	650091695	DISMOUNT/MOUNT/BALANCE V1406	\$105.00	709-1446-53740
			Total for Vendor	\$1,242.93	
DANIEL T DONAHUE					
	2019-03-25	040119	4/1-12/31 PRKG BUREAU OFFICER	\$900.00	615-1223-53290
			Total for Vendor	\$900.00	
DYNAMIC UAV SOLUTIONS					
	2019-03-20	83-10800	DRONE/BATTERIES/CHARGING HUB	\$3,473.00	270-1225-54505
			Total for Vendor	\$3,473.00	
EJ PRESCOTT INC					
	2019-03-19	5510979	PIPE	\$162.40	614-1340-54299
			Total for Vendor	\$162.40	
EMSAR MEDICAL REPAIR INC					
	2019-03-22	SI-43681	REPAIR STAIR CHAIR	\$751.83	270-1225-53740
			Total for Vendor	\$751.83	
EASTWAY CORPORATION					
	2019-03-22	113308	COURT ORDERED PSYCH EVAL	\$500.00	101-1002-53290
			Total for Vendor	\$500.00	
ENROLLMENT MGMT SVCS					
	2019-03-22	4180	APRIL ENROLLMENT MGMT FEE	\$5,000.00	711-1773-53290
			Total for Vendor	\$5,000.00	
FASTENAL COMPANY					
	2019-03-25	OHXEN47910	CAP SCREWS	\$11.70	709-1446-54505
	2019-03-21	OHXEN47850	LOCKNUTS	\$39.71	709-1446-54505
			Total for Vendor	\$51.41	
FIRE APPARATUS SERVICE & REP					
	2019-03-14	25262	LUBE/OIL/FILTER E-33	\$1,143.40	270-1225-53740
	2019-03-14	25264	REPL GAUGE E-33	\$389.08	270-1225-53740
	2019-03-01	25230	CHG GENERATOR FILTER/FLUID E-32	\$246.38	270-1225-53740
	2019-03-13	25260	REP RADIATOR FITTING E-31	\$341.95	270-1225-53740
	2019-03-14	25263	ANNUAL SAFETY INSPECTION E-33	\$300.00	270-1225-53740
	2019-03-21	25261	REPL AIR DRAINS/HOSE E-33	\$880.43	270-1225-53740
			Total for Vendor	\$3,301.24	
CHAD GALLIGER					
	2019-03-22	19-34	REIMB CDL A LICENSE	\$44.75	612-1331-52110
			Total for Vendor	\$44.75	
GERMAIN AUTOMOTIVE PARTNERSHIP					
	2019-03-28	94373F	TUBE/GASKET V1207	\$269.02	709-1446-54505
			Total for Vendor	\$269.02	
GEYER'S OFFICE SUPPLY INC					
	2019-03-19	15027	PAPER/EXP FILE FOLDERS/BINDER	\$337.26	101-1006-54299
	2019-03-22	15049	PAPERCLIPS/TAPE/PENS	\$125.54	270-1221-54299
			Total for Vendor	\$462.80	
GOOD VALLEY WATER					
	2019-03-18	14859	WATER X 4/MARCH RENTAL	\$33.80	101-1003-54299
			Total for Vendor	\$33.80	
GRAINGER INC					
	2019-03-22	9124609422	VENT ADAPTER RETURN	-\$134.12	613-6905-54299
	2019-03-15	9116138968	VENT ADAPTER	\$81.90	613-6905-54299

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	2019-03-18	9118163089	VENT ADAPTER	\$54.60	613-6905-54299
	2019-03-15	9116527855	17 VENT TURBINES	\$1,148.77	613-6905-54299
			Total for Vendor	\$1,151.15	
GREENE COUNTY COMMUNITY IMPROVMENT					
	2019-03-28	1010	9/1-8/31 TOTAL IMPACT LICENSE	\$1,500.00	101-1550-53290
			Total for Vendor	\$1,500.00	
HACH COMPANY					
	2019-03-12	11376760	PHOSPHATES/NUTRIENT BUFFERS	\$1,915.15	612-1331-54299
	2019-02-14	11341052	LAB SUPPLIES	\$252.07	611-1337-54299
			Total for Vendor	\$2,167.22	
HANDYMAN ACE HARDWARE					
	2019-03-29	103893	VELCRO	\$31.99	270-1225-54299
	2019-03-29	103892	DRILL BITS/FASTENERS	\$27.75	270-1225-54299
	2019-03-28	103854	TOGGLE BOLTS/DRILL BIT	\$18.57	270-1225-54299
	2019-03-26	103808	FASTENERS V1932	\$3.78	709-1446-54505
	2019-03-19	103722	TIE DOWN V2302	\$33.99	709-1446-54505
			Total for Vendor	\$116.08	
THOMAS HANNA					
	2019-03-20	19-35	REIMB 34M-VISITING JUDGE	\$19.72	101-1002-52110
			Total for Vendor	\$19.72	
HECKMANN SALES & LEASING					
	2019-03-08	038609	SPREADER PINS	\$74.50	666-6905-53521
			Total for Vendor	\$74.50	
HORNER INDUSTRIAL SVCS INC					
	2019-03-13	905883	INST 50HP MOTOR/LASER ALIGN	\$900.00	611-1337-53290
			Total for Vendor	\$900.00	
JOHNSON CONTROLS INC					
	2019-03-15	85200006257	BOILER REPAIR	\$900.28	101-1018-53290
	2019-03-02	84925725857	3/1-5/31 HVAC MAINT AGREE	\$1,892.25	101-1018-53792
			Total for Vendor	\$2,792.53	
K E ROSE INC					
	2019-01-10	63948	INSTALL FLOOD LIGHTS	\$225.00	709-1446-53740
	2019-03-26	66550	REPL RADAR MODULE V1103	\$355.00	270-1221-53740
			Total for Vendor	\$580.00	
KJR SEWING REPAIR LLC					
	2019-03-15	3/15/2019	REP FIRE GEAR-PANTS/COAT	\$47.00	270-1225-53740
			Total for Vendor	\$47.00	
KEY CHRYSLER JEEP DODGE					
	2019-03-22	90607	PURGE VALVE V1103	\$39.08	709-1446-54505
	2019-03-25	58455	SOLENOID/TRANS FILTERS/FLUID	\$442.79	709-1446-54505
	2019-03-26	90686	PURGE VALVE V1101	\$39.08	709-1446-54505
	2019-03-25	58455	REP TRANS SOLENOID PACK V1302	\$490.50	709-1446-53740
			Total for Vendor	\$1,011.45	
KIESLER'S POLICE SUPPLY INC					
	2019-03-19	INV105551	12CS BRASS AMMUNITION	\$2,100.00	270-1221-54299
			Total for Vendor	\$2,100.00	
LAWSON PRODUCTS INC					
	2019-03-18	9306571907	WIRE/CAR WASH FLUID	\$156.08	709-1446-54505
			Total for Vendor	\$156.08	
LAYH & ASSOCIATES INC					
	2019-03-26	84153584	POST OFFER PSYCH EXAM-BURRELL	\$770.00	270-1221-53290
	2019-03-22	83493327	POST-OFFER PSYCH EVAL-Z MOORE	\$770.00	270-1221-53290
			Total for Vendor	\$1,540.00	
LOWE'S COMPANIES INC					
	2019-03-17	02563	CARGO TOOL BAG	\$15.29	270-1225-54299
	2019-03-20	09377	BALL VALVES V1417	\$40.14	709-1446-54505
	2019-03-06	10935	AIR FILTER/ADAPTERS/COUPLINGS	\$53.29	612-1331-54299
	2019-03-04	11812	COUPLINGS/BULBS	\$23.07	612-1331-54299
	2019-03-15	02183	BUCKET/DUCT TAPE	\$17.75	612-1331-54299
	2019-03-14	12262	SOFTENER SALT	\$23.60	612-1331-54299

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	2019-03-26	10053	FELT PADS	\$11.18	709-1447-54299
	2019-03-18	09150	SINK TRAP/CONNECTOR/WASHER	\$8.59	709-1447-54299
	2019-03-25	12333	FLOOR TRIM	\$81.28	709-1447-54299
	2019-03-25	11156	FLOORING ADHESIVE	\$34.74	709-1447-54299
	2019-03-29	02763	2 MAILBOX POSTS	\$16.02	221-1441-54299
	2019-03-20	10249	SCOURING PADS	\$4.34	101-1018-54299
	2019-03-18	11328	FAUCET	\$23.74	611-1338-54299
	2019-03-20	02081	BOARDS/SCREWS/CARPET-TV STUDIO	\$174.17	101-1013-54299
	2019-03-15	02183	RAKE	\$8.54	612-1331-54505
			Total for Vendor	\$535.74	
LYKINS OIL COMPANY					
	2019-03-22	D47170	7498GAL UNLEADED GASOLINE	\$16,601.54	709-1446-54401
			Total for Vendor	\$16,601.54	
MKD TECHNICAL SVCS LTD					
	2019-03-30	19-0330-01	MARCH SCADA UPDATES	\$1,360.00	611-1337-53290
			Total for Vendor	\$1,360.00	
MVECA					
	2019-03-14	19-1413	JAN-MAR HIGH SPEED INTERNET	\$4,500.00	710-1010-53290
			Total for Vendor	\$4,500.00	
MOBILE ANALYTICAL SVCS INC (MASI)					
	2019-03-28	9130446-IN	UCMR4 TESTING	\$20.00	611-1337-53241
			Total for Vendor	\$20.00	
MAYS SHEDD SALES AND SVC					
	2019-02-28	161554	LUBRICANTS	\$102.75	612-1331-54299
			Total for Vendor	\$102.75	
MELVIN STONE CO LLC					
	2019-03-21	96261754RI	128TN LIMESTONE-LANDFILL	\$2,594.10	666-6905-54299
	2019-03-21	96261762RI	326TN LIMESTONE-LANDFILL	\$7,154.07	666-6905-54299
	2019-03-21	96261746RI	202.7TN LIMESTONE	\$4,134.88	664-1338-54299
	2019-03-21	96261754RI	38TN LIMESTONE	\$787.00	664-1338-54299
			Total for Vendor	\$14,670.05	
MIDWEST SWITCHGEAR SERV					
	2019-03-05	12751	CLEAN HIGH VOLTAGE BUCKETS	\$4,670.00	664-6602-53290
			Total for Vendor	\$4,670.00	
MUFFLER BROTHERS					
	2019-03-12	15260	CLAMPS/PIPE/ADAPTER V1309	\$370.00	709-1446-54505
	2019-03-12	15260	TAILPIPE REPAIR V1309	\$100.00	709-1446-53740
			Total for Vendor	\$470.00	
OPI IND TRAINING PROG					
	2019-03-19	PRT-S01521	PRETRIAL FORMS	\$207.06	101-1002-53320
			Total for Vendor	\$207.06	
OHIO CHIEF PROBATION OFF ASSN					
	2019-03-18	38379750	2019 LINE TRAINING-C WALKER	\$225.00	214-1201-52110
	2019-03-15	38383597	2019 LINE TRAINING-S SMITH	\$225.00	214-1201-52110
	2019-03-15	38384326	2019 LINE TRAINING-J PARSONS	\$225.00	214-1201-52110
	2019-03-19	38457266	2019 LINE TRAINING-C FERGUSON	\$225.00	214-1201-52110
	2019-03-15	38383826	2019 LINE TRAINING-K DOTSON	\$225.00	214-1201-52110
			Total for Vendor	\$1,125.00	
OHIO CITY/COUNTY MGMT ASSN					
	2019-03-27	CMA808	2019 MEMBERSHIP-MERRIMAN	\$200.00	101-1004-52110
			Total for Vendor	\$200.00	
OHIO SECTION AWWA					
	2019-03-31	200001824	SOUTHERN EXPO-SUTTER	\$30.00	611-1337-52110
			Total for Vendor	\$30.00	
ORKIN EXTERMINATING CO INC					
	2019-03-18	177986301	PEST CONTROL	\$192.15	101-1018-53290
	2019-03-18	177985493	PEST CONTROL	\$150.33	101-1009-53290
	2019-03-18	177985517	PEST CONTROL	\$84.79	101-1009-53290
	2019-03-11	177985594	PEST CONTROL	\$86.94	709-1447-53290
			Total for Vendor	\$514.21	

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PHILLIPS COMPANIES					
	2019-03-19	26140	1CY CONCRETE	\$133.00	614-1340-54299
	2019-03-19	26139	66TN LIMESTONE-LANDFILL	\$1,250.84	666-6905-54299
	2019-03-19	26139	180TN LIMESTONE-LANDFILL	\$3,307.61	666-6905-54299
	2019-03-18	190316	MOVE EXCAVATOR	\$296.00	613-6905-53290
			Total for Vendor	\$4,987.45	
PHOENIX SAFETY OUTFITTERS					
	2019-03-22	SI-93015	NEW HIRE FIRE HELMETS	\$1,260.00	270-1225-54201
			Total for Vendor	\$1,260.00	
PICKREL BROTHERS INC					
	2019-03-15	322653	PVC COUPLINGS	\$201.90	613-6905-54299
			Total for Vendor	\$201.90	
KATHERINE T PLATONI PsyD					
	2019-03-18	83918	PSYCH EVAL-FIRE	\$252.00	270-1225-53290
			Total for Vendor	\$252.00	
PLATTENBURG & ASSOCIATES INC					
	2019-03-24	FEB 28 2019	FY2018 AUDIT SERVICES	\$310.00	270-1225-53101
	2019-03-24	FEB 28 2019	FY2018 AUDIT SERVICES	\$31.00	614-1334-53101
	2019-03-24	FEB 28 2019	FY2018 AUDIT SERVICES	\$124.00	101-1002-53101
	2019-03-24	FEB 28 2019	FY2018 AUDIT SERVICES	\$372.00	611-1334-53101
	2019-03-24	FEB 28 2019	FY2018 AUDIT SERVICES	\$124.00	221-1441-53101
	2019-03-24	FEB 28 2019	FY2018 AUDIT SERVICES	\$93.00	270-1222-53101
	2019-03-24	FEB 28 2019	FY2018 AUDIT SERVICES	\$465.00	101-1007-53101
	2019-03-24	FEB 28 2019	FY2018 AUDIT SERVICES	\$217.00	613-1334-53101
	2019-03-24	FEB 28 2019	FY2018 AUDIT SERVICES	\$465.00	101-1006-53101
	2019-03-24	FEB 28 2019	FY2018 AUDIT SERVICES	\$310.00	270-1221-53101
	2019-03-24	FEB 28 2019	FY2018 AUDIT SERVICES	\$589.00	612-1334-53101
			Total for Vendor	\$3,100.00	
PRINTING CENTER INC					
	2019-03-13	45037	22000 WINDOW ENVELOPES	\$1,223.86	101-1007-53320
			Total for Vendor	\$1,223.86	
PROSOURCE INC					
	2019-02-28	1159873	2/28-3/27 COPIER MAINTENANCE	\$440.00	710-1010-53792
			Total for Vendor	\$440.00	
RUMPKE OF OHIO INC					
	2019-03-26	376959	MARCH PORTABLE TOILET SVC	\$85.54	101-1442-53290
			Total for Vendor	\$85.54	
SWOWEA					
	2019-03-28	E31400	REG OPERATOR ED DAY-S DOERNER	\$10.00	612-1336-52110
			Total for Vendor	\$10.00	
JEFF SCHMITT AUTO GROUP					
	2019-03-14	15447P	O-RINGS/ELEMENT/CARTRIDGES	\$75.30	709-1446-54505
			Total for Vendor	\$75.30	
SCREENPLAY PRINTING					
	2019-03-14	84807	250 MARKETING BROCHURES	\$339.00	101-1550-53320
			Total for Vendor	\$339.00	
SHARP BUSINESS SYSTEMS					
	2019-03-06	9001783001	MAR FINANCE COPIER MAINT	\$65.71	710-1010-53792
			Total for Vendor	\$65.71	
SIG SAUER INC					
	2019-03-08	3242067	FIRING PINS	\$165.00	270-1221-54299
	2019-03-10	3242369	HANDGUN PINS	\$16.00	270-1221-54299
	2019-03-15	3247100	HANDGUN SPRINGS	\$7.00	270-1221-54299
			Total for Vendor	\$188.00	
SILCO FIRE & SECURITY					
	2019-03-11	2168942	BACKFLOW TESTING	\$104.50	612-1336-53290
			Total for Vendor	\$104.50	
SMART BILL LTD					
	2019-03-18	36215-S	MAR UTILITY BILLS	\$873.09	708-1008-53290
	2019-03-11	36158-I	UTILITY BILLS BALLOT INSERT	\$472.50	708-1008-53290

<u>Vendor Name</u>	<u>Invoice Date</u>	<u>Invoice #</u>	<u>Description</u>	<u>Amount</u>	<u>Account Number</u>
	2019-03-18	36215-S	MAR SERVICE FEE-ONLINE VIEW	\$60.08	710-1008-53290
	2019-03-18	36215-S	MAR UTILITY BILLS POSTAGE	\$4,299.90	708-1008-53930
			Total for Vendor	\$5,705.57	
JESSICA STUTES					
	2019-03-27	19-36	REIMB PKG-CLERK'S MTG	\$20.00	101-1002-52110
			Total for Vendor	\$20.00	
SUEZ TREATMENT SOLUTIONS INC					
	2019-03-13	900098710	115 UV BULBS	\$3,000.00	665-1336-55305
			Total for Vendor	\$3,000.00	
THALES CONSULTING INC					
	2019-03-29	1881	CAFR ONLINE 1ST HALF IMPLEMTN	\$4,000.00	710-1006-53290
			Total for Vendor	\$4,000.00	
TOWING MANAGEMENT GROUP LLC					
	2018-12-12	79267	TOWING V1108	\$81.00	709-1446-53740
			Total for Vendor	\$81.00	
TRACTOR SUPPLY COMPANY					
	2019-03-18	877931	4IN SWIVEL CASTER RETURN	-\$26.99	709-1446-54505
	2019-03-20	878426	RATCHET STRAPS V2302	\$19.98	709-1446-54505
	2019-03-14	100139033	4IN SWIVEL CASTER	\$26.99	709-1446-54505
	2019-03-18	877932	2 4IN SWIVEL CASTERS	\$49.98	709-1446-54505
			Total for Vendor	\$69.96	
TREASURER STATE OF OHIO BOILER SEC					
	2019-03-15	B04739550	BOILER INSP-298854	\$53.25	101-1009-53607
	2019-03-15	B04739549	BOILER INSP-298853	\$53.25	101-1009-53607
			Total for Vendor	\$106.50	
TRIAD TECHNOLOGIES LLC					
	2019-03-25	60954574	HOSE V1932	\$222.08	709-1446-54505
	2019-03-25	60954641	HOSE V1932	\$208.42	709-1446-54505
	2019-03-25	60954178	SWIVEL NUT	\$50.51	709-1446-54505
	2019-03-21	60953015	UNION/HOSE/O-RINGS V1932	\$457.23	709-1446-54505
	2019-03-25	60954581	SWIVEL NUT RETURN	-\$50.51	709-1446-54505
			Total for Vendor	\$887.73	
TROPHY SPORTS CENTER					
	2019-03-18	43411	RETIREMENT PLAQUE-A WILSON	\$50.95	101-1005-54299
	2019-03-20	43431	ACCOUNTABILITY TAGS	\$38.25	270-1225-54299
	2019-03-18	43412	HERITAGE TREE PLAQUES	\$54.00	101-1442-54299
	2019-03-18	43413	RETIREMENT PLAQUE-A WILSON	\$40.00	270-1221-54299
			Total for Vendor	\$183.20	
USA BLUEBOOK 924577					
	2019-03-14	838565	RAIN JACKET/BIB OVERALLS	\$130.36	612-1332-54299
	2019-03-25	847968	AMMONIA ELECTRODE	\$733.45	612-1331-54299
	2019-03-18	840681	ELECTRODE STORAGE/AMMONIA	\$3,134.71	612-1331-54299
	2019-03-18	840904	BEAKERS	\$116.79	612-1331-54299
	2019-03-14	838565	RAIN JACKET/BIB OVERALLS	\$130.37	611-1338-54299
			Total for Vendor	\$4,245.68	
VALLEY ASPHALT CORPORATION					
	2019-02-11	95165779RI	14.7TN COLD PATCH	\$1,987.20	221-1441-54299
			Total for Vendor	\$1,987.20	
CARLOS WALKER					
	2019-03-27	19-37	REIMB PKG-SUPREME COURT MTG	\$20.00	214-1201-52110
			Total for Vendor	\$20.00	
WALMART COMMUNITY					
	2019-03-15	1938	WIRELESS HDMI	\$89.00	270-1225-54299
	2019-03-28	5778	FILE JACKETS	\$10.58	270-1221-54299
	2019-03-22	2594	WHITE OUT	\$11.81	270-1221-54299
	2019-03-22	8425	BINDERS/TABS/STAPLERS	\$112.12	270-1221-54299
	2019-03-28	5777	STAPLER	\$9.86	270-1221-54299
			Total for Vendor	\$233.37	
WOOD ENVIRONMENT & INFRASTRUCTURE S					
	2019-03-12	N26100336	ASSESSMENT MONITORING REPORT	\$3,083.28	666-6905-53290

<u>Vendor Name</u>	<u>Invoice Date</u>	<u>Invoice #</u>	<u>Description</u>	<u>Amount</u>	<u>Account Number</u>
	2019-03-12	N26100336	PREP MONITORING PLAN	\$687.95	666-6905-53290
	2019-03-12	N26100327	GAS MIGRATION /RULE 13 FILINGS	\$2,050.67	666-6905-53290
			Total for Vendor	\$5,821.90	
WOODHULL LLC					
	2019-03-22	INV394652	3/15-6/14 PRINT SVS/OVERAGE	\$1,863.75	710-1002-53521
			Total for Vendor	\$1,863.75	
XENIA TOOL RENTAL INC					
	2019-03-25	87118	VINYL ROLLER	\$11.00	221-1441-53521
			Total for Vendor	\$11.00	
IMPREST CASH ENG DEPARTMENT					
	2019-03-28	PC19-16	COPIES-RECORDER	\$1.20	101-1555-53290
	2019-03-20	PC19-15	RECORDING FEES-ROUNDAABOUT	\$40.00	101-1555-53290
	2019-03-28	PC19-17	POSTAGE-CONTRACT MAILINGS	\$15.70	101-1555-53930
			Total for Vendor	\$56.90	
				\$138,722.25	