

LANCASTER CITY COUNCIL
LANCASTER, OHIO

AUGUST 26, 2024

REGULAR MEETING CONVENES

PRAYER

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

READING AND DISPOSING OF THE JOURNAL

REPORTS OF CITY OFFICIALS

COMMUNICATIONS

SPECIAL PRESENTATION AND AWARDS

1. In Focus Special Presentation: Mark Starr, IT

PETITIONS AND MEMORIALS

PERMISSION OF VOTERS AND TAXPAYERS TO ADDRESS COUNCIL

REPORTS OF STANDING COMMITTEES

REPORTS OF SPECIAL COMMITTEES

PUBLIC HEARINGS

1. Temporary Ordinance 24-24 (Hoop)

READING OF RESOLUTIONS

THIRD READING

Temp Res #76-24

A RESOLUTION TO ACCEPT THE RECOMMENDATION OF THE TAX INCENTIVE REVIEW COUNCIL FOR THE CONTINUANCE OF THE 2006 ETY ROAD TAX INCREMENT FINANCING AGREEMENT, THE 2023 TIMBERTOP TAX INCREMENT FINANCING AGREEMENT, AND LANCASTER'S COMMUNITY REINVESTMENT AREAS PURSUANT TO OHIO REVISED CODE 5709.85(C)(1) AND (E)

Finance (Wolfinger/Ahlers) (3 Readings)

Temp Res #83-24

A RESOLUTION TO AUTHORIZE THE SERVICE SAFETY DIRECTOR TO ENTER INTO A DEVELOPMENT AGREEMENT WITH URBAN RESTORATIONS FOR ITS PROJECT KNOWN AS THE SHUMAKER

Finance (Wolfinger/Ailes) (3 Readings)

SECOND READING

Temp Res #84-24

A RESOLUTION TO INCREASE AND DECREASE APPROPRIATIONS IN THE POLICE AND FIRE LEVY FUND (2047) FOR LANCASTER FIRE DEPARTMENT OVERTIME

Safety (Bizjak/Ahlers) (2 Readings)

Temp Res #85-24

A RESOLUTION TO APPROPRIATE FROM THE UNENCUMBERED BALANCE AND TO AMEND THE CERTIFICATE OF APPROPRIATIONS WITH THE COUNTY AUDITOR IN THE GENERAL FUND (1001) TO FUND THE CITY'S ANNUAL CONTRIBUTION TO THE FAIRFIELD COUNTY DOG SHELTER

Finance (Wolfinger/Ailes) (3 Readings)

Temp Res #86-24

A RESOLUTION TO AUTHORIZE THE SERVICE-SAFETY

DIRECTOR TO ADVERTISE FOR BIDS AND ENTER INTO A CONTRACT FOR CONSTRUCTION OF THE BOVING ROAD, SOUTH BROAD STREET AND HAMBURG ROAD IMPROVEMENT PROGRAM-PAVING PROJECT
Public Works (Tener/Luchtenberg) (3 Readings)

Temp Res #87-24

A RESOLUTION TO AUTHORIZE THE SERVICE-SAFETY DIRECTOR TO APPLY FOR A GRANT THROUGH THE OHIO PUBLIC WORKS COMMISSION TO FUND THE ARBOR VALLEY DRIVE REHABILITATION PROJECT
Public Works (Tener/Crites) (3 Readings)

Temp Res #88-24

A RESOLUTION TO AUTHORIZE THE SERVICE-SAFETY DIRECTOR TO ENTER INTO DESIGN/PRECONSTRUCTION SERVICES CONTRACTS WITH VARIOUS CONSULTANTS FOR THE EAST MAIN STREET IMPROVEMENT PROJECT, PID 122006, TO APPROPRIATE FROM THE UNENCUMBERED BALANCE, AND TO AMEND THE CERTIFICATE OF APPROPRIATIONS WITH THE COUNTY AUDITOR IN THE GENERAL FUND (1001)
Public Works (Tener/Luchtenberg) (3 Readings)

Temp Res #89-24

A RESOLUTION TO AUTHORIZE THE SERVICE-SAFETY DIRECTOR TO ENTER INTO AN ENGINEERING AGREEMENT FOR CONSTRUCTION ADMINISTRATION AND INSPECTION SERVICES FOR THE EAST MAIN STREET SEWER SEPARATION AND ANN COURT DRAINAGE IMPROVEMENTS PHASE 1 PROJECT
Water/WPC (Wing/Ailes) (3 Readings)

Temp Res #90-24

A RESOLUTION TO AUTHORIZE THE SERVICE-SAFETY DIRECTOR TO ADVERTISE FOR BIDS AND ENTER INTO A CONTRACT TO CONSTRUCT THE EAST MAIN STREET SEWER SEPARATION AND ANN COURT DRAINAGE IMPROVEMENTS PHASE 1 PROJECT
Water/WPC (Wing/Tener) (3 Readings)

Temp Res #91-24

A RESOLUTION TO INCREASE RECEIPTS IN FUND 8058 VIOLET TWP-CITY OF LANCASTER JEDD, AMEND THE CERTIFICATE OF OTHER SOURCES WITH THE COUNTY AUDITOR, AND APPROPRIATE FROM THE UNENCUMBERED BALANCE AND AMEND THE CERTIFICATE OF APPROPRIATIONS WITH THE COUNTY AUDITOR IN THE VIOLET TWP-CITY OF LANCASTER JEDD FUND (8058) AND INCOME TAX FUND (2016)
Finance (Wolfinger/Ahlers) (3 Readings)

Temp Res #92-24

A RESOLUTION TO AUTHORIZE THE CITY OF LANCASTER TO APPLY FOR A .GOV DOMAIN MIGRATION GRANT, A CYBERSECURITY SOFTWARE AND SERVICES GRANT, AND TO EXECUTE CONTRACTS AS REQUIRED
Admin Services (Luchtenberg/Bizjak) (3 Readings)

Temp Res #93-24

A RESOLUTION TO AUTHORIZE DISPENSING WITH COMPETITIVE BIDDING FOR THE PURCHASE OF REAGENTS FOR THE AU480 DRUG TESTING ANALYZER

AT THE MUNICIPAL COURT DUE TO A SOLE SOURCE PROVIDER

Law (Crites/Wolfinger) (3 Readings)

Temp Res #94-24 A RESOLUTION TO AUTHORIZE THE SERVICE-SAFETY DIRECTOR TO ENTER INTO AN AGREEMENT WITH THE DESIGN PROFESSIONALS AT SHOOLEY CALDWELL FOR THE CITY HALL REHABILITATION PROJECT

Law (Crites/Bizjak) (2 Readings)

Temp Res #95-24 A RESOLUTION TO AUTHORIZE THE SERVICE-SAFETY DIRECTOR TO ADVERTISE FOR BIDS AND ENTER INTO A CONTRACT FOR THE CITY HALL RENOVATION PROJECT

Law (Crites/Wolfinger) (2 Readings)

FIRST READING

Temp Res #96-24 A RESOLUTION TO AMEND THE CERTIFICATE OF OTHER SOURCES AND APPROPRIATIONS, INCREASE RECEIPTS AND APPROPRIATE FROM THE UNENCUMBERED BALANCE IN THE POLICE & FIRE LEVY FUND 2047

Safety (Bizjak/Tener) (3 Readings)

Temp Res #97-24 A RESOLUTION TO AUTHORIZE THE SERVICE SAFETY DIRECTOR TO ENTER INTO A CONTRACT FOR CONSTRUCTION OF THE TIKI LANE BOOSTER STATION IMPROVEMENT PROJECT

Water/WPC (Wing/Ailes) (2 Readings)

Temp Res #98-24 A RESOLUTION TO AUTHORIZE THE SERVICESAFETY DIRECTOR TO ENTER INTO A CONTRACT FOR CONSTRUCTION OF THE SOUTH WATER PLANT CONCENTRATE BOOSTER PUMPS PROJECT

Water/WPC (Wing/Tener) (3 Readings)

Temp Res #99-24 A RESOLUTION TO APPROPRIATE FROM THE UNENCUMBERED BALANCE IN THE ENGINEERING FUND (1900) FOR ADDITIONAL UNEXPECTED COSTS RELATED TO STAFFING CHANGES AND THE ADDITION OF AN ADMINISTRATIVE ASSISTANT POSITION

Admin Services (Luchtenberg/Wolfinger) (3 Readings)

READING OF ORDINANCES

THIRD READING

Temp Ord #24-24 AN ORDINANCE TO AMEND THE ZONING MAP SUBJECT TO PASSAGE OF THE ANNEXATION OF 5.664 +/- ACRES IN PLEASANT TOWNSHIP, AND TO DECLARE AN EMERGENCY

Economic Development (Hoop/Wing) (3 Readings)

Public Hearing scheduled for 08.26.24

Temp Ord #25-24 AN ORDINANCE TO AUTHORIZE THE MAYOR TO ENTER INTO A SCHOOL COMPENSATION AGREEMENT FOR INCOME TAX SHARING BETWEEN AMANDA CLEARCREEK LOCAL SCHOOL DISTRICT AND THE CITY

OF LANCASTER
Law (Crites/Bizjak) (3 Readings)

SECOND READING

Temp Ord #27-24 AN ORDINANCE TO ACCEPT THE FINAL PLAT FOR THE
 TIMBERTOP SUBDIVISION
Code and Zoning (Ahlers/Hoop) (3 Readings)

FIRST READING

Temp Ord #28-24 AN ORDINANCE TO AMEND PERMANENT ORDINANCE
 33-23, THE NON-UNION PAY ORDINANCE
Admin Services (Luchtenberg/Bizjak) (3 Readings)

Temp Ord #29-24 AN ORDINANCE TO AUTHORIZE THE MAYOR TO
 ACCEPT 2.147 +/- ACRES OF PROPERTY IDENTIFIED AS A
 PORTION OF FAIRFIELD COUNTY AUDITOR PARCEL
 NUMBER 0535004000 FROM CIRBA SOLUTIONS US, INC.
 FKA RETRIEV TECHNOLOGIES INCORPORATED AND TO
 DECLARE AN EMERGENCY
Law (Crites/Wolfinger) (1 Reading)

Temp Ord #30-24 AN ORDINANCE (I) AUTHORIZING THE CITY OF
 LANCASTER, OHIO (THE "CITY") TO ENTER INTO
 AN AMENDMENT TO A NATURAL GAS SUPPLY
 AGREEMENT, A TAX CERTIFICATE OR TAX
 REGULATORY AGREEMENT, A BOND PURCHASE
 AGREEMENT, AND A CONTINUING DISCLOSURE
 AGREEMENT OR COMMITMENT, ALL AS
 NECESSARY, AND ANY AND ALL OTHER
 AGREEMENTS THAT MAY BE DEEMED NECESSARY
 OR APPROPRIATE (THE "AGREEMENTS"); (II)
 AUTHORIZING THE USE OF CERTAIN FINANCIAL
 AND DEMOGRAPHIC INFORMATION OF THE CITY
 IN A PRELIMINARY OFFICIAL STATEMENT AND AN
 OFFICIAL STATEMENT AND CONTINUING
 DISCLOSURE IN CONNECTION WITH THE ISSUANCE
 OF REVENUE BONDS BY THE LANCASTER PORT
 AUTHORITY; AND (III) AUTHORIZING THE
 PAYMENT OF ALL NECESSARY PROFESSIONAL
 SERVICES RELATED TO THE AGREEMENTS, THE
 PRELIMINARY OFFICIAL STATEMENT, AND THE
 OFFICIAL STATEMENT, ALL FOR THE PURPOSE OF
 THE PURCHASE AND DISTRIBUTION OF NATURAL
 GAS BY THE CITY AND RELATED TO THE
 ISSUANCE OF REVENUE BONDS BY THE
 LANCASTER PORT AUTHORITY TO ASSIST THE
 CITY WITH ITS ACQUISITION OF A SUPPLY OF
 NATURAL GAS, INCLUDING ADDITIONAL
 VOLUMES, FOR SALE TO THE CITY, AND TO
 DECLARE AN EMERGENCY.

Finance (Wolfinger/Ailes) (3 Readings)

Temp Ord #31-24

AN ORDINANCE TO AUTHORIZE THE SERVICE SAFETY DIRECTOR TO DISPENSE WITH COMPETITIVE BIDDING AND ENTER INTO A CONTRACT WITH THE FAIRFIELD COUNTY BOARD OF COMMISSIONERS FOR TYLER TECHNOLOGIES DISPATCHING AND RECORDS MANAGEMENT SOFTWARE FOR THE LANCASTER POLICE AND FIRE DEPARTMENTS, TO AUTHORIZE A THEN AND NOW CERTIFICATE FOR THOSE SERVICES, AND TO DECLARE AN EMERGENCY
Safety (Bizjak/Tener) (2 Readings)

TABLED LEGISLATION

NONE

UNFINISHED BUSINESS

NEW BUSINESS

ANNOUNCEMENT OF SCHEDULED MEETINGS

REGULARLY SCHEDULED CITY COUNCIL MEETINGS

1. September 9th at 6:30 p.m.
2. September 23rd at 6:30 p.m.
 - a. In Focus Special Presentation: Chas Carter, City Planner

SPECIAL SCHEDULED MEETINGS

1. Special Council Meeting – (Saturday) September 14th at 9:00 a.m. – City Hall 1897 Conference Room

REGULARLY SCHEDULED COMMITTEE MEETINGS

1. Service – September 6th at 8:00 a.m. – City Hall 1897 Conference Room
2. Finance – September 9th at 6:00 p.m. – Council Chambers
3. Administrative Services – September 18th at 8:00 a.m. – City Hall 1897 Conf Room
4. Finance – September 23rd at 6:00 p.m. – Council Chambers

READING OF BILLS

EXECUTIVE SESSION (if needed)

ADJOURNMENT

TEMPORARY RESOLUTION NO. 96-24

PERMANENT RESOLUTION NO. _____

A RESOLUTION TO AMEND THE CERTIFICATE OF OTHER SOURCES AND APPROPRIATIONS, INCREASE RECEIPTS AND APPROPRIATE FROM THE UNENCUMBERED BALANCE IN THE POLICE & FIRE LEVY FUND 2047

WHEREAS, the Lancaster Police Department (LPD) collects vendor revenue for special duty security at four (4) large-scale community events held in the City each year; and

WHEREAS, LPD charges the vendors at the special duty rate, but officers involved with the security detail work the event at city overtime to accomplish the appropriate amount of staffing scaled to the events' individual size; and

WHEREAS, LPD collected approximately Eighty Thousand Dollars (\$80,000.00) in special duty reimbursements in 2023 and anticipates the same number of collections in 2024 to assist with paying officers to staff community events; now, therefore,

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF LANCASTER, STATE OF OHIO:

SECTION 1. That the City of Lancaster Auditor is hereby authorized to amend the Certificate of Other Sources and Appropriations with the County Auditor in the amount of Seventy-Five Thousand Dollars (\$75,000.00) in the Police & Fire Levy Fund 2047.

SECTION 2. That the City of Lancaster Auditor shall increase receipts in revenue account 2047.3250.44051 (Special Duty Revenue) in the amount of Seventy-Five Thousand Dollars (\$75,000.00).

SECTION 3. That the City of Lancaster Auditor shall appropriate from the unencumbered balance in the following expense account:

2047.3250.51003	Overtime - Police	\$75,000.00
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SECTION 4. That this resolution shall take effect and be in force from and after the earliest period allowed by law.

Passed: _____ after _____ reading. Vote: Yeas _____ Nays _____

Date Approved: _____

Clerk: _____

Offered by: _____

Second by: _____

Requested by Safety Committee

President of Council

Mayor

TEMPORARY RESOLUTION NO. 97-24

PERMANENT RESOLUTION NO. _____

A RESOLUTION TO AUTHORIZE THE SERVICE SAFETY DIRECTOR TO ENTER INTO A CONTRACT FOR CONSTRUCTION OF THE TIKI LANE BOOSTER STATION IMPROVEMENT PROJECT

WHEREAS, the City needs to replace equipment in the Tiki Lane Booster Station;
and

WHEREAS, the City advertised for bids to construct the project on July 19 and August 2, 2024, and bids were be publicly opened on August 23, 2024; now, therefore,

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF LANCASTER, STATE OF OHIO:

SECTION 1. That the Service Safety Director is hereby authorized to execute a contract for the construction of the Tiki Lane Booster Station Improvement Project in an amount not to exceed Eight Hundred Fifty Thousand Dollars (\$850,000.00).

SECTION 2. That this resolution shall take effect and be in force from and after the earliest period allowed by law.

Passed: _____ after _____ reading. Vote: Yeas _____ Nays _____

Date Approved: _____

Clerk: _____

President of Council

Offered by: _____

Mayor

Second by: _____

Requested by Water/Water Pollution Control Committee

TEMPORARY RESOLUTION NO. 98-24

PERMANENT RESOLUTION NO. _____

A RESOLUTION TO AUTHORIZE THE SERVICESAFETY DIRECTOR TO ENTER INTO A CONTRACT FOR CONSTRUCTION OF THE SOUTH WATER PLANT CONCENTRATE BOOSTER PUMPS PROJECT

WHEREAS, the City needs to install additional pumps at the South Water Plant to handle concentrate line discharges; and

WHEREAS, the City advertised for bids to construct the project on August 2 and August 9, 2024, and bids were be publicly opened on August 23, 2024; and

WHEREAS, the City has applied for a Safe Drinking Water Loan for the project; now, therefore,

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF LANCASTER, STATE OF OHIO:

SECTION 1. That the Service-Safety Director is authorized to execute a contract for the construction of the South Water Treatment Plant Concentrate Booster Pumps Project in an amount not to exceed Three Million Seven Hundred Thousand Dollars (\$3,700,000.00).

SECTION 2. That this resolution shall take effect and be in force from and after the earliest period allowed by law.

Passed: _____ after _____ reading. Vote: Yeas _____ Nays _____

Date Approved: _____

Clerk: _____

President of Council

Offered by: _____

Mayor

Second by: _____

Requested by Water/Water Pollution Control Committee

TEMPORARY RESOLUTION NO. 99-24

PERMANENT RESOLUTION NO. _____

A RESOLUTION TO APPROPRIATE FROM THE UNENCUMBERED BALANCE IN THE ENGINEERING FUND (1900) FOR ADDITIONAL UNEXPECTED COSTS RELATED TO STAFFING CHANGES AND THE ADDITION OF AN ADMINISTRATIVE ASSISTANT POSITION

WHEREAS, Temporary Ordinance 28-24 authorizes the addition of an Administrative Assistant position in the Engineering Department; and

WHEREAS, the Engineering Department needs additional funds in its Salary/Admin, PERS, Medicare, and Workers Compensation line items totaling Ten Thousand Eight Hundred Seventy-One Dollars and Thirty-Three Cents (\$10,871.33) to cover the expense for the additional position; now, therefore,

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF LANCASTER, STATE OF OHIO:

SECTION 1. That the City of Lancaster Auditor shall appropriate from the unencumbered balance in the following accounts:

1001.1900.51002, Salaries/Admin Engineering	\$ 9,256.00
1001.1900.51050, PERS - Engineering	\$ 1,296.00
1001.1900.51053, Medicare - Engineering	\$ 185.12
1001.1900.51055, Workers Compensation	<u>\$ 134.21</u>
TOTAL	\$10,871.33

SECTION 2. This resolution shall take effect and be in force immediately upon its adoption and approval by the Mayor.

Passed: _____ after _____ reading. Vote: Yeas _____ Nays _____

Date Approved: _____

President of Council

Clerk: _____

Mayor

Offered by: _____

Second by: _____

Requested by Administrative Services Committee

TEMPORARY ORDINANCE NO. 28-24

PERMANENT ORDINANCE NO. _____

AN ORDINANCE TO AMEND PERMANENT ORDINANCE 33-23, THE NON-UNION PAY ORDINANCE

WHEREAS, Permanent Ordinance 33-23 established the benefits, titles, and compensation for those employees who are not members of the recognized bargaining units employed by the City of Lancaster, Ohio for the year 2024; and

WHEREAS, recent changes to staffing in the Engineering Department necessitate the addition of an Administrative Assistant position; now, therefore,

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF LANCASTER, STATE OF OHIO:

SECTION 1. That Permanent Ordinance 33-23 is hereby amended, pursuant to Exhibit A, to add an Administrative Assistant position under the Engineering Department to be compensated pursuant to pay range G.

SECTION 2. That this ordinance shall take effect and be in force from and after the earliest period allowed by law.

Passed: _____ after _____ reading. Vote: Yeas _____ Nays _____

Approved: _____

Clerk: _____

President of Council

Offered by: _____

Mayor

Second by: _____

Requested by Administrative Services Committee

I, _____, Clerk of Council do hereby certify that on _____, 2024 the Lancaster Eagle Gazette published the summary of this ordinance in accordance with Ohio Revised Code 731.24.

Clerk of Council



TEMPORARY ORDINANCE NO. 30-23*

PERMANENT ORDINANCE NO. 33-23

AN ORDINANCE TO ESTABLISH BENEFITS, TITLES, AND COMPENSATION FOR THOSE EMPLOYEES WHO ARE NOT MEMBERS OF THE RECOGNIZED BARGAINING UNITS EMPLOYED BY THE CITY OF LANCASTER, OHIO FOR THE YEAR 2024, AND TO DECLARE AN EMERGENCY

BE IT ORDAINED by the Council of the City of Lancaster, State of Ohio:

SECTION 1. NON-UNION PERSONNEL.

The following non-union positions are approved and established, effective Payroll #1, 2024, in accordance with the department, job title, salary range, and number of employees listed below:

<u>DEPARTMENT</u>	<u>JOB TITLE</u>	<u>RANGE</u>	<u>EMPLOYEES</u>
Auditor	Finance Specialist	J	3
	Payroll Specialist	J	1
Cemetery	Administrative Assistant I	D	1
Certified Building	Permit Clerk	D	1
	Administrative Assistant II	G	1
	Certified Inspector	L	2
Code Enforcement	PT Code Enforcement Inspector	J	2
	Code Enforcement Inspector	J	1
Community Dev.	PT Housing Program Coord.	G	2 (TO 30-23*) (12/11/2023)
	Housing Program Coordinator	G	1 (TO 30-23*) (12/11/2023)
	PT Grant Finance Specialist	J	1
	Program Coordinator	J	1
	PT Clerical Assistant	B	1
Engineering	Engineer I	K	1
	Right-of-Way Manager	L	1
Fire	Administrative Assistant	G	1 (TO 28-24) (8/26/2024)
	Administrative Assistant III	I	1
Gas	Administrative Assistant II	G	1
	Engineering Technology & Econ Development Technician	L	1
GIS	GIS Specialist	L	1
Human Resources	Human Resources Assistant	J G	1
Income Tax	Tax Auditor	J	4 3 (TO 30-23) (11/13/2023)
	PT Tax Clerk	A	1
IT/Telecom	Administrative Assistant II	G	1
	IT Specialist II	H	3

Law Director	Clerical Assistant	B	1
	Paralegal	H	3
	Office Manager	I	1
Mayor	Executive Assistant	L	1
Municipal Court --Clerk	Deputy Clerk, I	A	3 (TO 30-23) (11/13/2023)
	Deputy Clerk, II	B	6 (TO 30-23) (11/13/2023)
	1 st Deputy/Traffic	E	1
	1 st Deputy/Criminal	E	1
	1 st Deputy/Civil	E	1
	Administrative Assistant	L	1
	Chief Deputy Clerk	M	1
Planning and Zoning	Zoning Inspector	L	1
Police	Administrative Assistant III	I	1
Sanitation	Administrative Assistant II	G	2
Service-Safety	Executive Assistant	L	1
Storm Water Utility	Administrative Assistant II	G	1
	Storm Water Inspector	I	1
	Storm Water Specialist III	J	1
	Storm Water Engineer I	O	1
Transportation	Administrative Assistant II	G	1
Treasurer	Finance Specialist	J	1
Utilities	Customer Service Manager	H	1
Water	Administrative Assistant II	G	1
WPC	Administrative Assistant II	G	1

SECTION 2. PAY SCALE.

The Pay Scale for employees referenced in Section 1 of this Ordinance above, is set forth in the attached Exhibit A. The Pay Scale is effective Payroll #1, 2024.

SECTION 3. RETIREMENT PICK-UP.

Employees under this Ordinance do not receive retirement pension pick up.

SECTION 4. LONGEVITY PAY.

Employees covered by this ordinance, who were hired on or after January 1, 2006, are not eligible to receive this benefit.

Full-time employees covered by this Ordinance, who were hired on or before December 31, 2005, shall, after five years of continuous service with the City, receive a \$3.25 bi-weekly payment for each year of service. An employee shall be paid longevity pay commencing January 1st of the year in which the anniversary of employment occurs.

SECTION 5. HOLIDAY PAY.

Employees will follow The City's holiday schedule. Employees who are scheduled to, and do work on the holidays, shall be compensated for working such holidays at the rate of one and one-half times such employee's normal rate of pay.

SECTION 6. PERSONAL TIME.

Employees covered by this Ordinance shall receive 40 hours of personal time each year. Personal time must be used in the year in which it was accrued and will not accumulate. Part-time employees are exempt from this benefit. The use of personal time must be approved by a supervisor.

Newly hired employees shall be entitled to personal leave on a pro-rated basis in their first calendar year of employment. Employees hired between January 1 and March 31 shall be entitled to forty (40) hours of personal leave in that year. Employees hired between April 1 and June 30 shall be entitled to thirty (30) hours of personal leave in that year. Employees hired between July 1 and September 30 shall be entitled to twenty (20) hours of personal leave in that year. Employees hired between October 1 and December 31 shall be entitled to ten (10) hours of personal leave in that year. (TO 30-23*) (12/11/2023)

On January 1st of the calendar year following initial employment, the employee shall receive forty (40) hours of personal leave. (TO 30-23*) (12/11/2023)

SECTION 7. VACATION LEAVE.

The vacation schedule for employees covered by this Ordinance is hereby established as follows:

<u>Continuous Service</u>	<u>Vacation Hours</u>	
Upon completion of 6 months	40 hours	(TO 30-23*) (12/11/2023)
Upon completion of 1 Year	40 hours	(TO 30-23*) (12/11/2023)
Upon completion of 2 Years	80 hours	(TO 30-23*) (12/11/2023)
Upon completion of 5 years	120 hours	(TO 30-23*) (12/11/2023)
Upon completion of 14 years	160 hours	(TO 30-23*) (12/11/2023)
Upon completion of 20 years	200 hours	(TO 30-23*) (12/11/2023)
4-5 years	80 hours	(TO 30-23*) (12/11/2023)
6-14 years	120 hours	(TO 30-23*) (12/11/2023)
15-20 years	160 hours	(TO 30-23*) (12/11/2023)
21+ years	200 hours	(TO 30-23*) (12/11/2023)

As used in this section, "year" means any 12-month period following the first date of employment with the City during which the employee is continuously employed with the City and works an average of 30 hours or more per week.

~~Employees covered by this Ordinance shall accrue 80 hours of vacation leave upon completion of one full year of service with the City, and thereafter on the first day of January during any subsequent calendar year during which the employee is in active service with the City in accordance with the schedule listed above. (TO 30-23*) (12/11/2023)~~

Employees shall earn and be provided the first week of vacation leave during the pay period in which they attain six (6) months of service. Employees shall earn and be provided an additional one (1) week of vacation leave during the pay period in which they attain one year of service. Thereafter, vacation leave shall be earned as set forth in the paragraph below. (TO 30-23*) (12/11/2023)

Entitlement to accrued vacation leave becomes effective on January 1st if the anniversary date of employment falls within the same calendar year. Employees who separate from the City with less than one year of employment shall not be entitled to a payout of vacation leave. (TO 30-23*) (12/11/2023)

Employees covered by this Ordinance may carry over no more than 40 hours of vacation leave into the subsequent calendar year, except as otherwise authorized by the Service-Safety Director or elected official responsible for supervision of that department.

SECTION 8. FUNERAL LEAVE.

Employees covered by this Ordinance shall be granted funeral leave with pay for the death of a family member as follows:

For a death within the employee's immediate family (*e.g.*, spouse, parent, parent of spouse, child, stepchild, stepparent, or sibling), an employee shall be granted five days of leave within seven days of the death of the family member.

For a death not within the employee's immediate family (*e.g.*, brother-in-law, sister-in-law, son-in-law, daughter-in-law, grandparent, grandchild, appointed legal guardian, aunt, uncle, or grandparent of spouse), an employee shall be granted three days of leave within seven days of the death of the family member.

Days of leave shall be defined as normal average working hours. An employee may elect to take up to two additional bereavement days as other paid leave.

SECTION 9. MEDICAL INSURANCE.

Employees must work an average of 30 hours or more per week over the previous twelve (12) months to be eligible for medical insurance. Employees covered by this Ordinance shall pay an amount equal to 15% of the monthly premium for both family and single coverage. These deductions will be made pursuant to the City's 125 plan.

The employee and members of his or her family shall be included under the Employee Insurance Coverage, but only one plan of Employee Insurance Coverage will apply per family even if more than one member of an employee's immediate family is employed by the City.

The insurance benefits provided in this Ordinance shall be substantially equal to those currently provided during the life of this Agreement. The City shall choose the insurance provider and plan, and the benefits provided herein are subject to the rules and regulations of the insurance carrier.

SECTION 10. LIFE INSURANCE.

The City shall provide to all full-time employees covered by this Ordinance a term life insurance program as follows:

Coverage Amount

- \$50,000.00 per employee
- \$ 2,000.00 per employee spouse
- Up to \$2,000.00 per employee child (to age 26)

An employee will be eligible for insurance under this provision during the term of his or her employment with the City. An employee on leave without pay is not eligible for this program.

SECTION 11. SICK LEAVE PAYOUT.

A. An employee covered by this Ordinance who maintains a sick leave "bank" of more than 960 hours may elect to "cash in" up to \$500.00 of accrued but unused sick leave annually; provided, however, that an employee may "cash in" only accrued but unused sick leave in excess of 960 hours. In addition, employees with a sick leave "bank" of more than nine hundred sixty (960) hours may cash in two (2) hours of sick leave for one (1) hour of pay up to an additional five-hundred-dollar (\$500.00) payout

provided the employee maintains a sick leave "bank" of at least nine hundred sixty (960) hours. The value of the sick time per hour is an employee's regular hourly rate.

B. An employee covered by this Ordinance who has a bank of more than nine hundred sixty (960) hours can exchange a minimum of eight (8) hours, or one day, for an additional vacation day, not to exceed forty (40) hours.

C. Full-time employees covered by this Ordinance and hired on or before December 31, 2010, shall be granted the following:

1. If, upon retirement, an employee has a "bank" of at least 960 hours of accrued but unused sick leave, that employee will be paid 100% of the value of the employee's accrued but unused sick leave up to 960 hours, and 25% of the value of that employee's accrued but unused sick leave in excess of 960 hours.

2. If, upon retirement, an employee does not have a "bank" of 960 hours of accrued but unused sick leave, that employee will be paid the value of 32 hours of the employee's accrued but unused sick leave for each year of the employee's continuous employment with the City, but in no case shall an employee be paid out more than the value of 960 hours of accrued but unused sick leave pursuant to this provision.

D. Full-time employees covered by this Ordinance, who were hired on or after January 1, 2011, and who have at least ten years of continuous service with the City, shall be granted the following:

1. Upon retirement, an employee may elect to be paid 25% of the value of the employee's accrued but unused sick leave. Regardless of the amount of the payment, a payout under this provision shall eliminate all of that employee's accrued but unused sick leave. An employee may elect to receive one or more payments, but the aggregate value of all payouts under this provision shall not exceed the value of 240 hours of accrued but unused sick leave.

2. For purposes of this section, the value of one hour of sick leave is equivalent to the employee's current regular hourly rate.

SECTION 12. SICK LEAVE EXCHANGE.

Employees covered by this Ordinance who maintain a sick leave "bank" of at least 960 hours may cash in sick leave for personal leave, at a ratio of two days of sick leave for one day of personal leave, for up to three personal days annually.

Employees who maintain a sick leave "bank" of at least 640 hours may cash in sick leave for personal leave, at a ratio of three days of sick leave for one day of personal leave, for up to three personal days annually.

SECTION 13. UNEXCUSED ABSENCES.

There will be no pay for unexcused absences the scheduled day before or after a holiday or vacation day.

SECTION 14. SUPERVISOR DISCRETION.

The Service-Safety Director or elected official responsible for supervision of a City department may, in the exercise of his or her sound discretion, adjust the pay step and/or benefits (e.g., vacation leave, personal time, and compensatory time) of an employee covered by this Ordinance in light of that employee's experience, education, performance, or other extenuating circumstances. Any adjustment under this provision must be in writing and, upon delivery to the City Auditor; the adjustment shall be made as soon as practicable.

SECTION 15. FORCE AND EFFECT.

This Ordinance is declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the City, and for the continued and uninterrupted services by the City of Lancaster. Wherefore this Ordinance shall be in full force and effect immediately upon its passage and approval by the Mayor.

Passed: 12/11/23 after 3rd reading. Vote: Yeas 9 Nays 0

Approved: 12/11/23

Attest: Jessica Lee Bondy

David A. Lee
President of Council

Offered by: Jon H. Miller

David L. Scheffer
Mayor

Second by: Jay L. Cole

Requested by Finance Committee

RANGE	STARTING	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
A	18.87	19.73	20.55	21.38	22.22	23.03	23.89	24.72
	1,509.60	1,578.40	1,644.00	1,710.40	1,777.60	1,842.40	1,911.20	1,977.60
	39,249.60	41,038.40	42,744.00	44,470.40	46,217.60	47,902.40	49,691.20	51,417.60
B	19.85	20.76	21.68	22.62	23.53	24.44	25.36	26.29
	1,588.00	1,660.80	1,734.40	1,809.60	1,882.40	1,955.20	2,028.80	2,103.20
	41,288.00	43,180.80	45,094.40	47,049.60	48,942.40	50,835.20	52,748.80	54,683.20
C	20.25	21.18	22.12	23.82	23.99	24.94	25.85	26.82
	1,620.00	1,694.40	1,769.60	1,905.60	1,919.20	1,995.20	2,068.00	2,145.60
	42,120.00	44,054.40	46,009.60	49,545.60	49,899.20	51,875.20	53,768.00	55,785.60
D	20.69	21.65	22.59	23.54	24.49	25.46	26.38	27.37
	1,655.20	1,732.00	1,807.20	1,883.20	1,959.20	2,036.80	2,110.40	2,189.60
	43,035.20	45,032.00	46,987.20	48,963.20	50,939.20	52,956.80	54,870.40	56,929.60
E	21.08	22.05	23.02	24.01	25.00	25.96	26.94	27.91
	1,686.40	1,764.00	1,841.60	1,920.80	2,000.00	2,076.80	2,155.20	2,232.80
	43,846.40	45,864.00	47,881.60	49,940.80	52,000.00	53,996.80	56,035.20	58,052.80
F	21.43	22.43	23.46	24.47	25.48	26.47	27.48	28.49
	1,714.40	1,794.40	1,876.80	1,957.60	2,038.40	2,117.60	2,198.40	2,279.20
	44,574.40	46,654.40	48,796.80	50,897.60	52,998.40	55,057.60	57,158.40	59,259.20
G	21.85	22.87	23.89	24.91	25.89	26.89	27.91	28.92
	1,748.00	1,829.60	1,911.20	1,992.80	2,071.20	2,151.20	2,232.80	2,313.60
	45,448.00	47,569.60	49,691.20	51,812.80	53,851.20	55,931.20	58,052.80	60,153.60
H	22.49	23.53	24.55	25.61	26.64	27.68	28.71	29.77
	1,799.20	1,882.40	1,964.00	2,048.80	2,131.20	2,214.40	2,296.80	2,381.60
	46,779.20	48,942.40	51,064.00	53,268.80	55,411.20	57,574.40	59,716.80	61,921.60
I	23.16	24.21	25.25	26.32	27.37	28.43	29.46	30.58
	1,852.80	1,936.80	2,020.00	2,105.60	2,189.60	2,274.40	2,356.80	2,446.40
	48,172.80	50,356.80	52,520.00	54,745.60	56,929.60	59,134.40	61,276.80	63,606.40
J	24.12	25.23	26.34	27.46	28.57	29.68	30.79	31.89
	1,929.60	2,018.40	2,107.20	2,196.80	2,285.60	2,374.40	2,463.20	2,551.20
	50,169.60	52,478.40	54,787.20	57,116.80	59,425.60	61,734.40	64,043.20	66,331.20
K	24.69	25.81	26.95	28.10	29.25	30.37	31.51	32.68
	1,975.20	2,064.80	2,156.00	2,248.00	2,340.00	2,429.60	2,520.80	2,614.40
	51,355.20	53,684.80	56,056.00	58,448.00	60,840.00	63,169.60	65,540.80	67,974.40
L	25.32	26.48	27.66	28.82	30.00	31.19	32.31	33.46
	2,025.60	2,118.40	2,212.80	2,305.60	2,400.00	2,495.20	2,584.80	2,676.80
	52,665.60	55,078.40	57,532.80	59,945.60	62,400.00	64,875.20	67,204.80	69,596.80

TEMPORARY ORDINANCE NO. 29-24

PERMANENT ORDINANCE NO. _____

AN ORDINANCE TO AUTHORIZE THE MAYOR TO ACCEPT 2.147 +/- ACRES OF PROPERTY IDENTIFIED AS A PORTION OF FAIRFIELD COUNTY AUDITOR PARCEL NUMBER 0535004000 FROM CIRBA SOLUTIONS US, INC. FKA RETRIEV TECHNOLOGIES INCORPORATED AND TO DECLARE AN EMERGENCY

WHEREAS, Cirba Solutions US, Inc. FKA Retriev Technologies Incorporated (“Cirba”) is in the process of an expansion project on Quarry and Commerce Roads involving the above referenced parcel; and

WHEREAS, Cirba desires to deed the parcel to the City of Lancaster to allow the City to complete roadway and/or turn lane expansions for this project; and

WHEREAS, Cirba has agreed to execute a Quit-Claim Deed for 2.147 +/- acres to the City of Lancaster for that purpose; now, therefore,

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF LANCASTER, STATE OF OHIO:

SECTION 1. That the Mayor is authorized to accept parcel 0535004000, which contains 2.147 +/- acres from Cirba Solutions US, Inc. FKA Retriev Technologies Incorporated.

SECTION 2. That this Ordinance is declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the City, and for the further reason that this Ordinance is necessary to allow planned improvements to proceed in a timely manner; wherefore this Ordinance shall be in full force and effect immediately upon its passage and approval by the Mayor.

Passed: _____ after _____ reading. Vote: Yeas _____ Nays _____

Approved: _____

President of Council

Clerk: _____

Mayor

Offered by: _____

Second by: _____

Requested by Law Committee

I, _____, Clerk of Council do hereby certify that on _____, 2024 the Lancaster Eagle Gazette published the summary of this ordinance in accordance with Ohio Revised Code 731.24.

Clerk of Council

TEMPORARY ORDINANCE NO. 30-24

PERMANENT ORDINANCE NO. _____

AN ORDINANCE (I) AUTHORIZING THE CITY OF LANCASTER, OHIO (THE "CITY") TO ENTER INTO AN AMENDMENT TO A NATURAL GAS SUPPLY AGREEMENT, A TAX CERTIFICATE OR TAX REGULATORY AGREEMENT, A BOND PURCHASE AGREEMENT, AND A CONTINUING DISCLOSURE AGREEMENT OR COMMITMENT, ALL AS NECESSARY, AND ANY AND ALL OTHER AGREEMENTS THAT MAY BE DEEMED NECESSARY OR APPROPRIATE (THE "AGREEMENTS"); (II) AUTHORIZING THE USE OF CERTAIN FINANCIAL AND DEMOGRAPHIC INFORMATION OF THE CITY IN A PRELIMINARY OFFICIAL STATEMENT AND AN OFFICIAL STATEMENT AND CONTINUING DISCLOSURE IN CONNECTION WITH THE ISSUANCE OF REVENUE BONDS BY THE LANCASTER PORT AUTHORITY; AND (III) AUTHORIZING THE PAYMENT OF ALL NECESSARY PROFESSIONAL SERVICES RELATED TO THE AGREEMENTS, THE PRELIMINARY OFFICIAL STATEMENT, AND THE OFFICIAL STATEMENT, ALL FOR THE PURPOSE OF THE PURCHASE AND DISTRIBUTION OF NATURAL GAS BY THE CITY AND RELATED TO THE ISSUANCE OF REVENUE BONDS BY THE LANCASTER PORT AUTHORITY TO ASSIST THE CITY WITH ITS ACQUISITION OF A SUPPLY OF NATURAL GAS, INCLUDING ADDITIONAL VOLUMES, FOR SALE TO THE CITY.

WHEREAS, this City Council (the "Council") finds and determines that the City of Lancaster, Ohio (the "City") was created and exists under the laws of the State of Ohio, for purposes, among others, of enhancing, fostering, providing, or promoting government operations; and

WHEREAS, this Council finds and determines that the City shall carry out its public purpose by acquiring and selling natural gas supplies to meet a portion of the requirements of the gas distribution system of the City, which system provides for the sale and delivery of natural gas to residential, commercial, industrial, and institutional consumers within its service area; and

WHEREAS, the Lancaster Port Authority (the "Port Authority") is willing to assist the City in financing the acquisition of a supply of natural gas by issuing revenue refunding bonds (the "Port Revenue Refunding Bonds") to refund all or a portion of the outstanding principal amount of the Port Authority's Gas Supply Revenue Refunding Bonds, Series 2019, originally issued on May 21, 2019 (the "Refunded Bonds") to refund the Port Authority's Gas Supply Revenue Refunding Bonds, Series 2014, originally issued on August 1, 2014, to refund the Port Authority's Gas Supply Variable Rate Revenue Bonds, Series 2008, originally issued on April 3, 2008; and

WHEREAS, a Preliminary Official Statement (the "Preliminary Official Statement") and the Official Statement (the "Official Statement") will be prepared in

connection with the issuance of the Port Revenue Refunding Bonds, and it may be necessary for the City to provide certain demographic and financial information in such documents; now, therefore,

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF LANCASTER, STATE OF OHIO:

SECTION 1. The provision of certain demographic and financial information of the City in the Preliminary Official Statement and the Official Statement is hereby authorized. The Mayor and the Auditor of the City (the "Auditor") are each hereby authorized and directed to prepare and execute, on behalf of the City and in their official capacities, any certificates or other documents relating to the information provided by the City for inclusion in the Preliminary Official Statement and the Official Statement and any supplements thereto in connection with the Agreements, including any continuing disclosure certificates or agreement, and are each authorized and directed to advise the purchasers of the Port Revenue Refunding Bonds in writing regarding the limitations on the use of the information provided by the City for the Preliminary Official Statement and the Official Statement and any supplements thereto, as either deems necessary or appropriate to protect the interests of the City. The Mayor, the Auditor, the City's Law Director, and any other official of the City are each authorized to execute and deliver, on behalf of the City and in their official capacities, such certificates in connection with the accuracy of the information provided by the City for inclusion the Preliminary Official Statement and the Official Statement and any supplements thereto as may, in their judgment, be necessary or appropriate.

SECTION 2. The Agreements referenced in the title above, together with any and all other documents, agreements, or instruments deemed necessary and appropriate by the Mayor, all in such form as may be negotiated by the Mayor (the "Project Documents"), are hereby approved, and the Mayor is hereby authorized to execute, acknowledge, deliver, and perform, in the name of the City, the Project Documents, which enable the City to provide gas to the users of the City's gas distribution system upon favorable terms and rates. The approval of any Project Documents, and that Project Documents are not materially adverse to the interests of the City, shall be evidenced conclusively by the Mayor's execution of the Project Documents. This Council hereby authorizes the purchase of additional volumes of natural gas and the additional term for the purchase of natural gas contemplated by the Project Documents.

SECTION 3. This Council determines that all acts and conditions necessary to be done or performed by the City, or to have been met precedent to and in the execution of the Agreements, will have been performed and will have been met, or will, at the time of execution of the Agreements, have been performed and will have been met, in regular and due form as required by law. The City is authorized to pay all fees and expenses for professional services related to the Agreements.

SECTION 4. This Council finds and determines that all formal actions of this Council concerning and relating to the passage of this Ordinance, and that all deliberations of this Council and of any of its committees that resulted in those formal

actions, were in meetings open to the public in compliance with the law, including Ohio Revised Code Section 121.22.

SECTION 5. This Ordinance shall take effect and be in force from and after the earliest period allowed by law.

Passed: _____ after _____ reading. Vote: Yeas _____ Nays _____

Approved: _____

President of Council

Clerk: _____

Mayor

Offered by: _____

Second by: _____

Requested by Finance Committee

I, _____, Clerk of Council do hereby certify that on _____, 2024 the Lancaster Eagle Gazette published the summary of this ordinance in accordance with Ohio Revised Code 731.24.

Clerk of Council

TEMPORARY ORDINANCE NO. 31-24

PERMANENT ORDINANCE NO. _____

AN ORDINANCE TO AUTHORIZE THE SERVICE SAFETY DIRECTOR TO DISPENSE WITH COMPETITIVE BIDDING AND ENTER INTO A CONTRACT WITH THE FAIRFIELD COUNTY BOARD OF COMMISSIONERS FOR TYLER TECHNOLOGIES DISPATCHING AND RECORDS MANAGEMENT SOFTWARE FOR THE LANCASTER POLICE AND FIRE DEPARTMENTS, TO AUTHORIZE A THEN AND NOW CERTIFICATE FOR THOSE SERVICES, AND TO DECLARE AN EMERGENCY

WHEREAS, the Fairfield County Board of Commissioners ("County") is preparing to enter into a new contract with Tyler Technologies for the Fairfield County Sheriff's Office dispatch and records management system software; and

WHEREAS, the County asked the City to switch to the same software as a service for operational cohesion and efficiency and because the economy of scale benefits the City by resulting in a lower price for the City than it could obtain on its own; and

WHEREAS, the County is asking the City to enter into a contract and commit to paying its proportional share of those expenses for 2024 and beyond as long as the contract between the County and City continues to be in effect; and

WHEREAS, pursuant to Ohio Revised Code 735.053, purchasing materials or services from another political subdivision is a statutory exception to Ohio's competitive bidding requirements so long as the City passes an ordinance authorizing the purchase; now, therefore,

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF LANCASTER, STATE OF OHIO:

SECTION 1. That the Service Safety Director is hereby authorized to dispense with competitive bidding and enter into a contract with the Fairfield County Board of Commissioners for Tyler Technologies dispatch and records management system software services in an amount not to exceed One Hundred Thousand Dollars (\$100,000.00).

SECTION 2. That City Council issue a Then and Now Certificate for this expenditure.

SECTION 3. This Ordinance is declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, and welfare of the City and for the further reason that it is necessary to reimburse the County for these services from and ensure that the City's safety services continue to have uninterrupted dispatch and records management system software services; wherefore, this ordinance shall take effect and be in full force immediately upon its adoption and approval by the Mayor.

Passed: _____ after _____ reading. Vote: Yeas _____ Nays _____

Approved: _____

President of Council

Clerk: _____

Mayor

Offered by: _____

Second by: _____

Requested by Safety Committee

I, _____, Clerk of Council do hereby certify that on
_____, 2024 in the Lancaster Eagle Gazette published the summary of this ordinance in
accordance with Ohio Revised Code 731.24.

Clerk of Council