

LANCASTER CITY COUNCIL  
LANCASTER, OHIO

November 3, 2025

PRAYER  
PLEDGE OF ALLEGIANCE  
REGULAR MEETING CONVENES  
CALL TO ORDER  
ROLL CALL  
READING AND DISPOSING OF THE JOURNAL  
REPORTS OF CITY OFFICIALS  
COMMUNICATIONS  
SPECIAL PRESENTATION AND AWARDS  
PETITIONS AND MEMORIALS  
PERMISSION OF VOTERS AND TAXPAYERS TO ADDRESS COUNCIL  
REPORTS OF STANDING COMMITTEES  
REPORTS OF SPECIAL COMMITTEES  
PUBLIC HEARINGS  
READING OF RESOLUTIONS

**THIRD READING**

- Temp Res #83-25**      A RESOLUTION TO MAKE APPROPRIATIONS FOR PLANNED 2026 BUDGET EXPENSES AND OTHER EXPENDITURES OF THE CITY OF LANCASTER FOR FISCAL YEAR 2026, AND TO ESTABLISH LINE-ITEM TRANSFER AUTHORITY FOR ALL CITY DEPARTMENTS  
**Finance Committee (Schoonover/Sollie) (3 Readings)**
- Temp Res #84-25**      A RESOLUTION TO INCREASE AND DECREASE APPROPRIATIONS IN THE GENERAL FUND (1001) FOR LANCASTER FIRE DEPARTMENT OVERTIME AND TO DECLARE AN EMERGENCY  
**Safety Committee (Bizjak/Tener) (3 Readings)**
- Temp Res #85-25**      A RESOLUTION TO APPROPRIATE FROM THE UNENCUMBERED BALANCE IN THE HEALTH INSURANCE MANAGEMENT FUND (7022), TO AMEND THE CERTIFICATE OF APPROPRIATIONS WITH THE FAIRFIELD COUNTY AUDITOR, AND TO DECLARE AN EMERGENCY  
**Administrative Services Committee (Luchtenberg/Bizjak) (3 Readings)**

**SECOND READING**

- Temp Res #89-25**      A RESOLUTION TO AUTHORIZE THE SERVICE-SAFETY DIRECTOR TO ENTER INTO A CONTRACT NOT TO EXCEED \$500,000.00 WITH APP ARCHITECTURE FOR DESIGN AND CONSTRUCTION ADMINISTRATION OF THE ETY ROAD FIRE STATION PROJECT AND TO DECLARE AN EMERGENCY  
**Safety Committee (Bizjak/Tener) (3 Readings)**

**FIRST READING**

- Temp Res #90-25** A RESOLUTION TO AUTHORIZE THEN AND NOW CERTIFICATES FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT FUND (2073), CHIP HOME PROGRAM FUND (2083) AND FOR THE HEALTHY HOMES GRANT (2026) YEAR END 2025 PROJECT EXPENDITURES  
**Economic Development Committee (Hoop/Wing) (3 Readings)**
- Temp Res #91-25** A RESOLUTION TO AUTHORIZE THE CITY OF LANCASTER AUDITOR TO REQUEST AN ADVANCE OF FUNDS FROM THE FAIRFIELD COUNTY AUDITOR FOR THE CITY'S APPORTIONMENT OF TAX SETTLEMENTS FOR 2026  
**Finance Committee (Schoonover/Ailes) (3 Readings)**
- Temp Res #92-25** A RESOLUTION TO AUTHORIZE THE SERVICE-SAFETY DIRECTOR TO DISPENSE WITH COMPETITIVE BIDDING DUE TO A SOLE SOURCE PROVIDER AND TO ENTER INTO A CONTRACT FOR THE CITY'S ENTERPRISE ASSET AND WORK MANAGEMENT SOFTWARE AND TO DECLARE AN EMERGENCY  
**Administrative Services Committee (Luchtenberg/Bizjak) (3 Readings)**
- Temp Res #93-25** A RESOLUTION TO APPROPRIATE FROM THE UNENCUMBERED BALANCE AND AMEND THE CERTIFICATE OF APPROPRIATIONS WITH THE COUNTY AUDITOR IN THE INCOME TAX FUND (2016)  
**Finance Committee (Schoonover/Sollie) (3 Readings)**
- Temp Res #94-25** A RESOLUTION TO INCREASE RECEIPTS, APPROPRIATE FROM THE UNENCUMBERED BALANCE AND AMEND THE CERTIFICATE OF OTHER SOURCES AND APPROPRIATIONS WITH THE COUNTY AUDITOR IN THE HOTEL MOTEL FUND (8055)  
**Finance Committee (Schoonover/Ailes) (3 Readings)**
- Temp Res #95-25** A RESOLUTION TO AMEND APPROPRIATION BUDGETS THEN AMEND THE CERTIFICATE OF OTHER SOURCES AND APPROPRIATIONS WITH THE COUNTY AUDITOR AND TO DECLARE AN EMERGENCY  
**Finance Committee (Schoonover/Sollie) (3 Readings)**

**READING OF ORDINANCES****THIRD READING**

- Temp Ord #54-25** AN ORDINANCE TO AUTHORIZE THE SERVICE-SAFETY DIRECTOR TO ENTER INTO AN FCC NOTIFICATION FOR SPECTRUM MANAGER LEASE AND SPECTRUM LEASE AGREEMENT WITH SENSUS FOR THE IMPLEMENTATION OF THE SMART METERING INITIATIVE BY LANCASTER MUNICIPAL GAS  
**Service Committee (Ailes/Wing) (3 Readings)**
- Temp Ord #55-25** AN ORDINANCE TO ESTABLISH THE COMPENSATION FOR THE COUNCIL PRESIDENT, COUNCIL MEMBERS, AND THE COUNCIL CLERK, FOR THE TERM COMMENCING PAYROLL 1 OF 2026  
**Finance Committee (Schoonover/Sollie) (3 Readings)**

- Temp Ord #56-25** AN EMERGENCY ORDINANCE DECLARING THE IMPROVEMENT TO CERTAIN PARCELS ASSOCIATED WITH THE SHERIDAN DRIVE PROJECT IN THE CITY TO BE A PUBLIC PURPOSE AND EXEMPT FROM TAXATION PURSUANT TO ORC 5709.40(B); REQUIRING THE OWNERS OF THOSE PARCELS TO MAKE SERVICE PAYMENTS IN LIEU OF TAXES; AUTHORIZING THE CITY TO REQUIRE MINIMUM SERVICE PAYMENTS IF SUCH PAYMENTS ARE AGREED UPON BY DEVELOPER; ESTABLISHING A MUNICIPAL PUBLIC IMPROVEMENT TAX INCREMENT EQUIVALENT FUND FOR THE DEPOSIT OF THOSE SERVICE PAYMENTS AND, AS APPLICABLE, MINIMUM SERVICE PAYMENTS; AUTHORIZING PAYMENTS TO THE LANCASTER CITY SCHOOL DISTRICT; SPECIFYING THE PUBLIC INFRASTRUCTURE IMPROVEMENTS THAT DIRECTLY BENEFIT THE PARCELS; AND APPROVING RELATED MATTERS  
**Economic Development Committee (Hoop/Crites) (3 Readings)**

**SECOND READING**

- Temp Ord #57-25** AN ORDINANCE TO ESTABLISH THE COMPENSATION FOR THE CITY TREASURER FOR THE TERM COMMENCING PAYROLL 1 2026, AND TO DECLARE AN EMERGENCY  
**Finance Committee (Schoonover/Ailes) (3 Readings)**
- Temp Ord #58-25** AN ORDINANCE TO ADOPT AND ENACT THE CITY OF LANCASTER CYBERSECURITY PROGRAM PURSUANT TO OHIO REVISED CODE CHAPTER NINE – MISCELLANEOUS, SECTION 9.64 – POLITICAL SUBDIVISION CYBERSECURITY  
**Law Committee (Crites/Bizjak) (3 Readings)**
- Temp Ord #59-25** AN ORDINANCE TO AMEND THE CITY OF LANCASTER ZONING MAP TO CHANGE THE ZONING OF 35.506 +/- ACRES IDENTIFIED AS FAIRFIELD COUNTY AUDITOR TAX PARCEL NUMBER 0534162500 FROM PLANNED UNIT DEVELOPMENT DISTRICT TO RESIDENTIAL MEDIUM DENSITY DISTRICT  
**Code Enforcement & Zoning Committee (Sollie/Hoop) (3 Readings)**
- Temp Ord #60-25** AN ORDINANCE TO AMEND THE LANCASTER CODIFIED ORDINANCES, PART ELEVEN – PLANNING AND ZONING, TITLE THREE – ZONING AND PROPERTY RESTRICTIONS, AND TO ADOPT CHAPTER 1131 – SHORT TERM RENTALS  
**Code Enforcement & Zoning Committee (Sollie/Luchtenberg) (3 Readings)**
- Temp Ord #61-25** AN ORDINANCE TO ESTABLISH THE BENEFITS, TITLES, AND COMPENSATION FOR MANAGEMENT AND PROFESSIONAL PERSONNEL EMPLOYED BY THE CITY OF LANCASTER, OHIO FOR THE YEAR 2026, AND TO DECLARE AN EMERGENCY  
**Finance Committee (Schoonover/Ailes) (3 Readings)**
- Temp Ord #62-25** 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 2026, AND TO DECLARE AN EMERGENCY  
**Finance Committee (Schoonover/Ailes) (3 Readings)**  
*Motion to replace with 62-25\**

- Temp Ord #63-25** AN ORDINANCE TO ESTABLISH THE BENEFITS, TITLES, AND COMPENSATION FOR SEASONAL INTERNS, TO BE EMPLOYED BY THE CITY OF LANCASTER DURING THE SUMMER OF 2026 AND TO DECLARE AN EMERGENCY  
**Finance Committee (Schoonover/Sollie) (3 Readings)**
- Temp Ord #64-25** AN ORDINANCE TO ESTABLISH THE BENEFITS, TITLES, AND COMPENSATION FOR THE INFORMATION TECHNOLOGY ADMINISTRATOR, OFFICE OF THE CLERK OF COURT, EMPLOYED BY THE CITY OF LANCASTER, OHIO, COMMENCING THE FIRST PAY PERIOD OF 2026, AND TO DECLARE AN EMERGENCY  
**Finance Committee (Schoonover/Sollie) (3 Readings)**
- Temp Ord #65-25** AN ORDINANCE TO ESTABLISH THE BENEFITS, TITLES, AND COMPENSATION FOR FAIRFIELD COUNTY MUNICIPAL COURT MANAGEMENT AND PROFESSIONAL PERSONNEL EMPLOYED BY THE CITY OF LANCASTER, OHIO FOR THE YEAR 2026, AND TO DECLARE AN EMERGENCY  
**Finance Committee (Schoonover/Sollie) (3 Readings)**
- Temp Ord #66-25** AN ORDINANCE TO ESTABLISH BENEFITS, TITLES, AND COMPENSATION FOR FAIRFIELD COUNTY MUNICIPAL COURT JUDICIAL AND PROBATION PERSONNEL EMPLOYED BY THE CITY OF LANCASTER, OHIO FOR THE YEAR 2026, AND TO DECLARE AN EMERGENCY  
**Finance Committee (Schoonover/Sollie) (3 Readings)**
- Temp Ord #67-25** AN ORDINANCE PROVIDING FOR THE ISSUANCE AND SALE OF REVENUE NOTES, IN THE AGGREGATE PRINCIPAL AMOUNT OF SIX HUNDRED ONE THOUSAND FOUR HUNDRED FORTY-TWO DOLLARS AND SEVEN CENTS (\$601,442.07), TO PAY COSTS OF IMPROVING ETY ROAD, MEMORIAL DRIVE AND MICHAELS WAY BY GRADING, WIDENING, PAVING, CURBING, AND IMPROVING BRIDGES AND RAILROAD CROSSINGS, RELOCATING UTILITES, AND INSTALLING SIDEWALKS, TRAFFIC SIGNALS AND SIGNS, AND WATER, SANITARY AND STORM WATER LINES AND FACILITIES, TOGETHER WITH ALL NECESSARY APPURTENANCES THERETO, AND DECLARING AN EMERGENCY  
**Finance Committee (Schoonover/Ailes) (3 Readings)**
- Temp Ord #68-25** AN ORDINANCE PROVIDING FOR THE ISSUANCE AND SALE OF A REVENUE NOTE IN THE AGGREGATE PRINCIPAL AMOUNT OF ONE HUNDRED EIGHTY-SIX THOUSAND FIVE HUNDRED SEVENTY-SEVEN DOLLARS AND FIFTY-EIGHT CENTS (\$186,577.58) TO REIMBURSE FLAGSTAR BANK, N.A. FOR A DRAW ON THE LETTER OF CREDIT IN CONNECTION WITH COSTS OF IMPROVING ETY ROAD, MEMORIAL DRIVE AND MICHAELS WAY BY GRADING, WIDENING, PAVING, CURBING, AND IMPROVING BRIDGES AND RAILROAD CROSSINGS, RELOCATING UTILITIES, AND INSTALLING SIDEWALKS, TRAFFIC SIGNALS AND SIGNS, AND WATER, SANITARY AND STORM WATER LINES AND FACILITIES, TOGETHER WITH ALL NECESSARY APPURTENANCES THERETO, AND DECLARING AN EMERGENCY  
**Finance Committee (Schoonover/Ailes) (3 Readings)**

**FIRST READING****Temp Ord #69-25**

AN ORDINANCE TO GRANT TO SOUTH CENTRAL POWER COMPANY, ITS SUCCESSORS AND ASSIGNS, A FRANCHISE FOR THE RIGHT TO ACQUIRE, CONSTRUCT, MAINTAIN, AND OPERATE IN THE STREETS, THOROUGHFARES, ALLEYS, BRIDGES AND PUBLIC PLACES OF THE CITY OF LANCASTER, OHIO, LINES FOR THE TRANSMISSION AND DISTRIBUTION OF ELECTRIC POWER AND ENERGY TO THE CITY AND THE INHABITANTS THEREOF FOR LIGHT, HEAT, POWER, AND OTHER PURPOSES, AND FOR THE TRANSMISSION OF THE SAME WITHIN, THROUGH, OR ACROSS SAID CITY AND TO DECLARE AN EMERGENCY

**Law Committee (Bizjak/Schoonover) (3 Readings)**

**TABLED LEGISLATION****Temp Ord #39-25**

AN ORDINANCE TO GRANT TO SOUTH CENTRAL POWER COMPANY, ITS SUCCESSORS AND ASSIGNS, A FRANCHISE FOR THE RIGHT TO ACQUIRE, CONSTRUCT, MAINTAIN AND OPERATE IN THE STREETS, THOROUGHFARES, ALLEYS, BRIDGES AND PUBLIC PLACES OF THE CITY OF LANCASTER, OHIO AND ITS SUCCESSORS, LINES FOR THE TRANSMISSION AND DISTRIBUTION OF ELECTRIC ENERGY TO THE CITY OF LANCASTER, AND THE INHABITANTS THEREOF FOR LIGHT, HEAT, POWER, AND OTHER PURPOSES, AND FOR THE TRANSMISSION OF THE SAME WITHIN, THROUGH, OR ACROSS SAID CITY OF LANCASTER AND TO DECLARE AN EMERGENCY

**Law Committee (Bizjak/Schoonover) (3 Readings)**

**Temp Ord #49-25**

AN ORDINANCE TO ESTABLISH BENEFITS, TITLES, AND COMPENSATION FOR PARKS AND RECREATION PERSONNEL EMPLOYED BY THE CITY OF LANCASTER, OHIO FOR THE YEAR 2026, AND TO DECLARE AN EMERGENCY

**Administrative Services Committee (Luchtenberg/Bizjak) (3 Readings)**

**UNFINISHED BUSINESS****NEW BUSINESS****ANNOUNCEMENT OF SCHEDULED MEETINGS****REGULARLY SCHEDULED CITY COUNCIL MEETINGS**

1. November 17<sup>th</sup>, 2025, at 6:30 p.m. – Council Chambers
2. December 1<sup>st</sup>, 2025, at 6:30 p.m. – Council Chambers
3. December 15<sup>th</sup>, 2025, at 6:30 p.m. – Council Chambers

**SPECIAL SCHEDULED MEETINGS**

None

**REGULARLY SCHEDULED COMMITTEE MEETINGS**

1. Law Committee – November 7<sup>th</sup> at 9:00 a.m. - City Hall 1897 Conference Room
2. Public Works Committee – November 14<sup>th</sup> at 7:30 a.m. - City Hall 1897 Conference Room
3. Water/Water Pollution Committee – November 17<sup>th</sup> at 7:30 a.m. – City Hall 1897 Conference Room
4. Code Enforcement Committee – November 20<sup>th</sup> at 7:30 a.m. – City Hall 1897 Conference Room

5. Safety Committee – December 5<sup>th</sup> at 8:00 a.m. – City Hall 1897 Conference Room
6. Service Committee – December 12<sup>th</sup> at 8:00 a.m. – City Hall 1897 Conference Room
7. Water/Water Pollution Committee – December 15<sup>th</sup> at 7:30 a.m. – City Hall 1897 Conference Room.

#### **READING OF BILLS**

MNCO - \$102.7 - for publication of ordinances  
MNCO - \$68.21 – for Public Notice for short term rentals  
MNCO - \$63.36 – for Public Notice Zoning map amendment

#### **EXECUTIVE SESSION (if needed)**

#### **ADJOURNMENT**

TEMPORARY RESOLUTION NO. 90-25

PERMANENT RESOLUTION NO. \_\_\_\_\_

A RESOLUTION TO AUTHORIZE THEN AND NOW CERTIFICATES FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT FUND (2073), CHIP HOME PROGRAM FUND (2083) AND FOR THE HEALTHY HOMES GRANT (2026) YEAR END 2025 PROJECT EXPENDITURES

WHEREAS, the Community Development Block Grant (CDBG) Fund, CHIP Home Program Fund, and the Healthy Homes Grant cannot have carryover purchase orders due to funds for these grants being held by either the state or federal government; and

WHEREAS, accordingly, all purchase orders must be closed out because the actual cash is not in a City of Lancaster bank account; and

WHEREAS, this resolution will allow City Council to approve all 2026 Then and Now Certificates as necessary to pay CDBG, CHIP, and Healthy Homes project invoices that were obligated at the end of the previous year; now, therefore,

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

SECTION 1. That Lancaster City Council hereby authorizes Then and Now Certificates for all CDBG Fund 2073, CHIP Grant Fund 2083, and Healthy Homes Grant Fund 2026 payments for work that was performed but could not be paid with carryover purchase orders due to project funds being held by either the state, Ohio, or federal, HUD, government.

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: \_\_\_\_\_

\_\_\_\_\_  
President of Council

Clerk: \_\_\_\_\_

\_\_\_\_\_  
Mayor

Offered by: \_\_\_\_\_

Second by: \_\_\_\_\_

Requested by Economic Development Committee

TEMPORARY RESOLUTION NO. 91-25

PERMANENT RESOLUTION NO. \_\_\_\_\_

A RESOLUTION TO AUTHORIZE THE CITY OF LANCASTER AUDITOR TO REQUEST AN ADVANCE OF FUNDS FROM THE FAIRFIELD COUNTY AUDITOR FOR THE CITY'S APPORTIONMENT OF TAX SETTLEMENTS FOR 2026

WHEREAS, the City Auditor may request an advance of funds from the Fairfield County Auditor for the City's portion of tax settlements for 2026; and

WHEREAS, annually, the City Auditor makes this request to secure a portion of the next year's real estate collections prior to the settlement split calculation; now, therefore,

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

SECTION 1. That the Lancaster City Auditor shall hereby request an advance of funds from the Fairfield County Auditor of the City's apportionment of tax settlements for 2026.

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: \_\_\_\_\_

\_\_\_\_\_  
President of Council

Clerk: \_\_\_\_\_

\_\_\_\_\_  
Mayor

Offered by: \_\_\_\_\_

Second by: \_\_\_\_\_

Requested by Finance Committee

TEMPORARY RESOLUTION NO. 92-25

PERMANENT RESOLUTION NO. \_\_\_\_\_

A RESOLUTION TO AUTHORIZE THE SERVICE-SAFETY DIRECTOR TO DISPENSE WITH COMPETITIVE BIDDING DUE TO A SOLE SOURCE PROVIDER AND TO ENTER INTO A CONTRACT FOR THE CITY'S ENTERPRISE ASSET AND WORK MANAGEMENT SOFTWARE AND TO DECLARE AN EMERGENCY

WHEREAS, the IT/Telecom Department's current contract for enterprise asset and work management software, formerly known as Cartegraph, will expire at the end of February 2026; and

WHEREAS, this comprehensive asset and work management software has been used by the City since 2013 and is currently utilized by 8 departments and more than 130 users; and

WHEREAS, the proposed contract is a three (3) year renewal and is budgeted; and

WHEREAS, renewing this contract will allow the City to continue to track work against physical assets, track costs of work, quickly pull reports, and search the history of work recorded for the past 12 years; 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 dispense with competitive bidding as OpenGov, Inc, is a sole source provider for the necessary software license for their asset and work management software.

SECTION 2. That the Service-Safety Director is hereby authorized to enter into a contract with OpenGov, Inc. for the use of its asset and work management software.

SECTION 3. That this resolution is hereby 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 this software facilitates the City's work management system; wherefore, 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: \_\_\_\_\_

Clerk: \_\_\_\_\_

Offered by: \_\_\_\_\_

Second by: \_\_\_\_\_

Requested by Administrative Services Committee

\_\_\_\_\_  
President of Council

\_\_\_\_\_  
Mayor

TEMPORARY RESOLUTION NO. 93-25

PERMANENT RESOLUTION NO. \_\_\_\_\_

A RESOLUTION TO APPROPRIATE FROM THE UNENCUMBERED BALANCE AND AMEND THE CERTIFICATE OF APPROPRIATIONS WITH THE COUNTY AUDITOR IN THE INCOME TAX FUND (2016)

WHEREAS, the Income Tax Department has benefitted from robust collections in 2025, the City Income Tax Department is requesting an additional income tax split; now, therefore,

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

SECTION 1. That the City Auditor shall hereby amend the Certificate of Appropriations with the County Auditor in the amount of Five Million Dollars (\$5,000,000.00) in the Income Tax Fund (2016).

SECTION 2. That the City Auditor shall hereby appropriate from the unencumbered balance in the following expense accounts:

1.30% PORTION VOTER APPROVED		
2051.0000.49095	Police & Fire Levy	\$ 978,260.87
2046.0000.49083	2005 Fire Levy	\$ 326,086.96
2047.0000.49089	Police & Fire	\$ 978,260.87
2012.0000.49088	Parks Dept	<u>\$ 543,478.26</u>
		<b>\$2,826,086.96</b>
1% PORTION		
1001.0000.49088	General	\$1,913,043.47
3020.0000.49088	Capital Improvement	\$ 217,391.31
3015.0000.49088	Parks Improv Fund	\$ 21,739.13
2007.0000.49088	Cemetery	<u>\$ 21,739.13</u>
		<b>\$2,173,913.04</b>
	<b>Total Distribution</b>	<b>\$5,000,000.00</b>

SECTION 3. 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: \_\_\_\_\_

\_\_\_\_\_  
President of Council

Clerk: \_\_\_\_\_

\_\_\_\_\_  
Mayor

Offered by: \_\_\_\_\_

Second by: \_\_\_\_\_

Requested by Finance Committee

TEMPORARY RESOLUTION NO. 94-25

PERMANENT RESOLUTION NO. \_\_\_\_\_

A RESOLUTION TO INCREASE RECEIPTS, APPROPRIATE FROM THE UNENCUMBERED BALANCE AND AMEND THE CERTIFICATE OF OTHER SOURCES AND APPROPRIATIONS WITH THE COUNTY AUDITOR IN THE HOTEL MOTEL FUND (8055)

WHEREAS, there has been an increase in hotel motel collections for 2025; now, therefore,

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

SECTION 1. That the City Auditor shall hereby amend the Certificate of Other Sources and Appropriations with the County Auditor in the amount of Forty Thousand Dollars (\$40,000.00) in the Hotel Motel Fund (8055).

SECTION 2. That the City Auditor shall hereby increase receipts in revenue account 8055.0000.41012 (Hotel Motel Tax) in the amount of Forty Thousand Dollars (\$40,000.00).

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

8055.9010.54005	Visitor & Convention Center/Hotel Motel	\$38,000.00
8055.9010.59000	Trans/General Fund 5% Hotel Motel	<u>\$ 2,000.00</u>
	<b>Total</b>	<b>\$40,000.00</b>

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: \_\_\_\_\_

\_\_\_\_\_  
President of Council

Clerk: \_\_\_\_\_

\_\_\_\_\_  
Mayor

Offered by: \_\_\_\_\_

Second by: \_\_\_\_\_

Requested by Finance Committee

TEMPORARY RESOLUTION NO. 95-25

PERMANENT RESOLUTION NO. \_\_\_\_\_

A RESOLUTION TO AMEND APPROPRIATION BUDGETS THEN AMEND THE CERTIFICATE OF OTHER SOURCES AND APPROPRIATIONS WITH THE COUNTY AUDITOR AND TO DECLARE AN EMERGENCY

WHEREAS, the 2025 Expense Budgets must be brought in line as to not exceed the actual cash on hand, which is monitored by the State Auditors; and

WHEREAS, the City must also report any revenue and expense budget changes to the County Auditor due to the County Auditor keeping a record of the City's Revenue Budget Estimates and Expense Budgets, to ensure the City Auditor and County Auditor's records match at the end of the year; and

WHEREAS, the Sanitation Department needs to add additional funds to its hauling expense account 6005.6310.52005 for municipal solid waste (MSW) removal; and

WHEREAS, the Sanitation Department is experiencing a large increase in MSW tonnage from debris being brought into the station resulting in higher hauling expenses than previously estimated; and

WHEREAS, in order to remove this MSW from the transfer station additional funds in the amount of One Hundred Thirty Thousand Dollars (\$130,000.00) are being requested to finish out the 2025 budget year; now, therefore,

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

SECTION 1. That the City Auditor shall hereby amend the Certificate of Appropriations with the County Auditor in the following funds:

Fund 2021	Lanc Public Transit Program	-\$ 32,268.94
Fund 2026	Lanc Community Development	-\$ 24,900.00
Fund 2073	CDBG	-\$ 947,892.65
Fund 2083	Community Development CHIP	-\$ 127,326.21
Fund 3016	General Improvement Fund	-\$ 200,000.00
Fund 6019	Stormwater Utility Reserve	-\$ 2,199,173.74
Fund 6027	Water Utility Reserve Fund	-\$ 9,260,271.50
Fund 6029	Waste Water Utility Reserve Fd	-\$17,382,785.11
Fund 7010	Fuel Depot Fund	-\$ 150,000.00
Fund 8058	JEDD Violet Twp	-\$ 5,762.87
Fund 6005	Sanitation Fund	<u>\$ 130,000.00</u>
	<b>Total</b>	<b>-\$30,200,381.02</b>

SECTION 2. That the City of Lancaster Auditor amend appropriations in the following expense accounts:

<b>2021.7100.52053</b>	<b>Public Transit Cash Transfer</b>	<b>-\$ 32,268.94</b>
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2026.8030.51052	Health Insurance	-\$ 20,000.00
2026.8032.52011	Training Healthy Home	<u>-\$ 4,900.00</u>
		<b>-\$ 24,900.00</b>
2073.8010.56090	Fed Grant-CDBG	-\$ 775,644.15
2073.8011.52034	CDBG – Coronavirus HUD	<u>-\$ 172,248.50</u>
		<b>-\$ 947,892.65</b>
<b>2083.8020.56090</b>	<b>Home Development Chip Prog</b>	<b>-\$ 127,326.21</b>
<b>3016.5100.52034</b>	<b>Multi-Purpose Trail</b>	<b>-\$ 200,000.00</b>
6019.0020.56006	Storm Water Utility Reserve – Various Culvert	-\$ 197,837.25
6019.0030.56006	Storm Water Utility Reserve – Curb Repair/Repl	-\$ 601,336.49
6019.0040.56006	Storm Water Utility Reserve – Storm Sewer Imp	-\$ 400,000.00
6019.0450.56006	CSO Project-Storm Improvements	<u>-\$ 1,000,000.00</u>
		<b>-\$ 2,199,173.74</b>
6027.0360.55007	OWDA Direct Payments	-\$ 7,635,271.50
6027.0360.56003	Miller/water Works Improv	-\$ 1,325,000.00
6027.0720.56003	South Water Plt Improv	<u>-\$ 300,000.00</u>
		<b>-\$ 9,260,271.50</b>
<b>6029.0940.56021</b>	<b>OWDA Reimbursement</b>	<b>-\$ 17,382,785.11</b>
<b>7010.1490.53004</b>	<b>Fuel</b>	<b>-\$ 150,000.00</b>
<b>8058.9050.54015</b>	<b>JEDD Violet TWP Payment</b>	<u><b>-\$ 5,762.87</b></u>
	<b>Grand Total</b>	<b>-\$ 30,330,381.02</b>

SECTION 3. That the City Auditor shall hereby amend the Certificate of Appropriations with the County Auditor in the Sanitation Fund 6005 in the amount of One Hundred Thirty Thousand Dollars (\$130,000.00).

SECTION 4. That the City Auditor shall hereby amend the appropriations in expense account 6005.6310.52005 (Hauling) in the amount of One Hundred Thirty Thousand Dollars (\$130,000.00).

SECTION 5. That this resolution is hereby 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 2025 Expense Budgets must be brought in line as to not exceed the actual cash on hand and the City Auditor's records must match the County Auditor's records at the end of the year; wherefore, 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: \_\_\_\_\_

Clerk: \_\_\_\_\_

\_\_\_\_\_  
President of Council

Offered by: \_\_\_\_\_

\_\_\_\_\_  
Mayor

Second by: \_\_\_\_\_

Requested by Finance Committee

TEMPORARY ORDINANCE NO. 62-25\*

PERMANENT ORDINANCE NO. \_\_\_\_\_

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 2026, 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, 2026, 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
Code Enforcement	PT Code Enforcement Inspector	J	2
	Code Enforcement Inspector	J	1
Community Dev.	Administrative Assistant II	G	1
	Permit Clerk	G	1
	Certified Inspector (Building)	L	2
	Housing Program Coordinator	G	1
	PT Grant Finance Specialist	J	1
	Program Coordinator	J	1
	Zoning Inspector	L	2
Engineering	Office Manager	J	1
	Engineer I	K	1
	Right-of-Way Manager	L	1
	<i>*When Right-of-Way Manager is acting as the Public Improvement Inspector</i>	P	
Fire	Administrative Assistant III	I	1
	Administrative Assistant II (part-time)	G	1
Gas	<del>Administrative Assistant II</del> Office Manager	G J	1
	Engineering Technology & Econ Development Technician	L	1

Income Tax	Tax Auditor	J	3
	PT Tax Clerk	A	1
IT/Telecom	Administrative Assistant II	G	1
	IT Specialist II	H	1
	IT Specialist III	J	1
	Fiber Maintenance Specialist	J	1
	GIS Specialist	L	1
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
	Deputy Clerk, II	C	6
	Deputy Clerk, II	E	1
	1 <sup>st</sup> Deputy/Civil	E	1
	1 <sup>st</sup> Deputy/Criminal	F	1
	1 <sup>st</sup> Deputy/Traffic	F	1
	Administrative Assistant	L	1
	Chief Deputy Clerk	N	1
Police	Administrative Assistant III	I	1
Sanitation	Administrative Assistant II	G	2
Service-Safety	Office Manager	J	1
Storm Water Utility	Office Manager	J	1
	Storm Water Inspector	I	1
	Storm Water Specialist III	J	1
Transportation	Administrative Assistant II	G	1
Treasurer	Finance Specialist	J	1
<del>Utilities</del>	<del>Customer Service Manager</del>	<del>H</del>	<del>1</del>
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, 2026.

**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 1<sup>st</sup> of the year in which the anniversary of employment occurs.

SECTION 5. 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 6. 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: \_\_\_\_\_ after \_\_\_\_\_ reading. Vote: Yeas \_\_\_\_\_ Nays \_\_\_\_\_

Approved: \_\_\_\_\_

\_\_\_\_\_  
President of Council

Clerk: \_\_\_\_\_

\_\_\_\_\_  
Mayor

Offered by: \_\_\_\_\_

Second by: \_\_\_\_\_

Requested by Finance Committee

*The annual total lines for 2026 are based on 27 pay periods.								
RANGE	STARTING	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
A	20.11	21.03	21.90	22.80	23.69	24.55	25.47	26.35
	1,608.80	1,682.40	1,752.00	1,824.00	1,895.20	1,964.00	2,037.60	2,108.00
	43,437.60	45,424.80	47,304.00	49,248.00	51,170.40	53,028.00	55,015.20	56,916.00
B	21.16	22.13	23.11	24.11	25.08	26.06	27.03	28.02
	1,692.80	1,770.40	1,848.80	1,928.80	2,006.40	2,084.80	2,162.40	2,241.60
	45,705.60	47,800.80	49,917.60	52,077.60	54,172.80	56,289.60	58,384.80	60,523.20
C	21.59	22.58	23.58	25.39	25.57	26.59	27.55	28.59
	1,727.20	1,806.40	1,886.40	2,031.20	2,045.60	2,127.20	2,204.00	2,287.20
	46,634.40	48,772.80	50,932.80	54,842.40	55,231.20	57,434.40	59,508.00	61,754.40
D	22.06	23.08	24.08	25.09	26.11	27.14	28.13	29.17
	1,764.80	1,846.40	1,926.40	2,007.20	2,088.80	2,171.20	2,250.40	2,333.60
	47,649.60	49,852.80	52,012.80	54,194.40	56,397.60	58,622.40	60,760.80	63,007.20
E	22.47	23.50	24.54	25.59	26.65	27.68	28.72	29.76
	1,797.60	1,880.00	1,963.20	2,047.20	2,132.00	2,214.40	2,297.60	2,380.80
	48,535.20	50,760.00	53,006.40	55,274.40	57,564.00	59,788.80	62,035.20	64,281.60
F	22.85	23.91	25.01	26.09	27.16	28.22	29.29	30.37
	1,828.00	1,912.80	2,000.80	2,087.20	2,172.80	2,257.60	2,343.20	2,429.60
	49,356.00	51,645.60	54,021.60	56,354.40	58,665.60	60,955.20	63,266.40	65,599.20
G	23.29	24.37	25.47	26.56	27.60	28.67	29.76	30.83
	1,863.20	1,949.60	2,037.60	2,124.80	2,208.00	2,293.60	2,380.80	2,466.40
	50,306.40	52,639.20	55,015.20	57,369.60	59,616.00	61,927.20	64,281.60	66,592.80
H	23.97	25.08	26.17	27.30	28.40	29.51	30.61	31.73
	1,917.60	2,006.40	2,093.60	2,184.00	2,272.00	2,360.80	2,448.80	2,538.40
	51,775.20	54,172.80	56,527.20	58,968.00	61,344.00	63,741.60	66,117.60	68,536.80
I	24.69	25.81	26.92	28.05	29.17	30.31	31.41	32.60
	1,975.20	2,064.80	2,153.60	2,244.00	2,333.60	2,424.80	2,512.80	2,608.00
	53,330.40	55,749.60	58,147.20	60,588.00	63,007.20	65,469.60	67,845.60	70,416.00
J	25.71	26.90	28.07	29.27	30.45	31.64	32.82	34.00
	2,056.80	2,152.00	2,245.60	2,341.60	2,436.00	2,531.20	2,625.60	2,720.00
	55,533.60	58,104.00	60,631.20	63,223.20	65,772.00	68,342.40	70,891.20	73,440.00
K	26.32	27.51	28.73	29.95	31.18	32.37	33.59	34.84
	2,105.60	2,200.80	2,298.40	2,396.00	2,494.40	2,589.60	2,687.20	2,787.20
	56,851.20	59,421.60	62,056.80	64,692.00	67,348.80	69,919.20	72,554.40	75,254.40
L	26.99	28.23	29.49	30.72	31.98	33.25	34.44	35.67
	2,159.20	2,258.40	2,359.20	2,457.60	2,558.40	2,660.00	2,755.20	2,853.60
	58,298.40	60,976.80	63,698.40	66,355.20	69,076.80	71,820.00	74,390.40	77,047.20



TEMPORARY ORDINANCE NO. 69-25

PERMANENT ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE TO GRANT TO SOUTH CENTRAL POWER COMPANY, ITS SUCCESSORS AND ASSIGNS, A FRANCHISE FOR THE RIGHT TO ACQUIRE, CONSTRUCT, MAINTAIN, AND OPERATE IN THE STREETS, THOROUGHFARES, ALLEYS, BRIDGES AND PUBLIC PLACES OF THE CITY OF LANCASTER, OHIO, LINES FOR THE TRANSMISSION AND DISTRIBUTION OF ELECTRIC POWER AND ENERGY TO THE CITY AND THE INHABITANTS THEREOF FOR LIGHT, HEAT, POWER, AND OTHER PURPOSES, AND FOR THE TRANSMISSION OF THE SAME WITHIN, THROUGH, OR ACROSS SAID CITY AND TO DECLARE AN EMERGENCY

WHEREAS, pursuant to Permanent Ordinance No. 45-74 (Exhibit A) which was passed and approved by Lancaster City Council on September 10, 1974, the City of Lancaster granted a fifty (50) year franchise to South Central Power Company to provide and maintain electric energy for the City and its residents by use of the City right-of-way; and

WHEREAS, that Permanent Ordinance expired on October 10, 2024, and South Central Power Company and the City would like to see a new franchise ordinance adopted; now, therefore,

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

SECTION 1. That South Central Power Company, its successors, and assigns (hereinafter "Grantee") are hereby granted the right, privilege, franchise, and authority to acquire, construct, maintain and operate in, above, under, across and along the streets, thoroughfares, alleys, bridges and public places (as the same now exist or may hereafter be laid out) of the City of Lancaster, State of Ohio (hereinafter "City"), lines for the transmission and distribution of electric energy, either by means of overhead or underground conductors, together with all necessary or desirable appurtenances to render public utility service in the City and to the inhabitants thereof by supplying electric power and energy to the City and the inhabitants thereof, and persons or entities beyond the limits thereof for light, heat, power, or any other purposes or purpose for which electric power and energy is now or may hereafter be used, and the transmission and distribution of the same within, though or across the City.

SECTION 2. That said lines and appurtenances shall be constructed so as to interfere as little as possible with the traveling public in its use of the streets, thoroughfares, alleys, bridge, and public places of the City. The location of all poles and conduits shall be made under such reasonable supervision of the proper board, committee, or official of the City as governed by law.

SECTION 3. That the rights, privileges, and franchise hereby granted shall be in force and effect for a term of twenty-five (25) years from the date of the passage of this Ordinance, which shall be reviewed by Council every five (5) years.

SECTION 4. That the rights, privileges, and franchise hereby granted shall not be construed to be exclusive and City Council hereby reserves the power to grant similar rights, privileges, and franchises to any other person or persons, firm or firms, corporation or corporations. That in establishing and administering this franchise with respect to any electric load center, as that term is defined in Section 4933.81(E) of the Ohio Revised Code, with an annual average non-coincident monthly peak demand of 5 MW or less that locates within the City during the term of this franchise ordinance the City shall respect the exclusive certified territories established by the Public Utilities Commission of Ohio (PUCO). Grantee is only being granted a franchise in its certified territory and nowhere else for loads below the 5 MW threshold.

SECTION 5. That said Grantee shall indemnify, defend, and save the City harmless from any and all liability arising in any way from Grantee's negligence in the erection, maintenance, or operation of said lines for the distribution and transmission of electric power and energy.

SECTION 6. That whenever said Grantee shall begin the erection or installation of any lines or equipment, it will obtain all the necessary and applicable federal, state, and local permits required. Grantee shall promptly and diligently perform all work to completion and leave the streets, thoroughfares, alleys, bridges, sewers, utility lines, and public places where such work is done in as good or better condition of repair as before such work was commenced. Repairs to any and all City infrastructure (streets, thoroughfares, alleys, bridges, sewer, utility lines, public places, etc.) shall be made according to the most current City standards and/or any statutes, rules, or regulations that govern the quality of the repair being made.

SECTION 7. That wherever in this Ordinance, reference is made to the City or the Grantee, it shall be deemed to include the respective successors or assigns of either; and all rights, privileges, franchises, and obligations herein contained by or on behalf of said City, or by or on behalf of said Grantee, shall be binding upon, and inure to the benefit of the respective successors or assigns of said City, or of said Grantee, whether so expressed or not.

SECTION 8. That the City and the inhabitants thereof served by Grantee under this ordinance shall become members of the Grantee and shall be served at the rates and pursuant to the other terms and conditions of service of general applicability to the members of the Grantee as such rates and other terms and conditions of service are established by the members and the Board of Trustees of the Grantee from time to time.

SECTION 9. That this Ordinance shall be accepted by the Grantee within sixty (60) days from the date of the passage of same.

SECTION 10. That 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's residents as it is necessary to ensure continued electric utility services by South Central Power Company; 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