

AGENDA  
CITY COUNCIL MEETING via ZOOM  
April 28, 2020 7:00 P.M.

Pledge of Allegiance

Invocation: Moment of Silence

Roll Call – Council, Elected Officials/SSD

1. Approve minutes:
  - a. April 14, 2020 – Regular Meeting
2. Approve agenda
3. Legislation
  - a. Ordinance No. 2020-24 (1<sup>st</sup> Reading)  
Authorize Bidding – South East Storm Sewer Phase III
  - b. Ordinance No. 2020-25 (1<sup>st</sup> Reading)  
Credit Card Policy (Repealing Ordinance 2020-15)
  - c. Ordinance No. 2020-26 (1<sup>st</sup> Reading)  
Payment Holiday – Storm Water
  - d. Resolution No. 2020-9 (1<sup>st</sup> Reading)  
Galion Port Authority Appointment
4. Other Business
5. Elected Official Reports (if desired)
  - a. Auditor – Brian Treisch
  - b. Treasurer – Rodney Sparks
  - c. Director of Law – Thomas Palmer
6. Mayor’s Report
7. President of Council Comments
8. Adjournment

3a

**ORDINANCE NO. 2020-24**

**ENTITLED AN ORDINANCE AUTHORIZING THE SAFETY-SERVICE DIRECTOR TO ADVERTISE FOR BIDS AND ENTER INTO A CONTRACT WITH THE LOWEST AND BEST BIDDER ACCORDING TO LAW FOR THE SOUTHEAST STORM SEWER-PHASE III PROJECT FUNDED THROUGH THE OHIO PUBLIC WORKS COMMISSION AUTHORIZING PAYMENT THEREFOR, AND DECLARING AN EMERGENCY.**

WHEREAS, completion of Phase III of the Southeast Storm Sewer Project as approved by the Ohio Public Works Commission is necessary to improve storm water drainage in the project area, and

WHEREAS, it is now time to bid the Southeast Storm Sewer – Phase III project for a contractor who will construct according to the plans for said project.

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GALION, STATE OF OHIO:**

Section 1: That the Safety-Service Director be, and is hereby authorized to advertise for bids and enter into a contract with the lowest and best bidder in accordance with law for the OPWC Southeast Storm Sewer – Phase III Project.

Section 2: That estimated cost of the project is the not to exceed amount of Four Hundred Seventy-Five Thousand Three Hundred Fifty Dollars, per the engineer’s estimate as attached and incorporated herein.

Section 3: That this Ordinance shall be published in accordance with Ohio Revised Code Sections 731.21 and 731.22.

Section 4: That in order to preserve the public peace, health, and safety of the City of Galion, and to meet deadline established by the Ohio Public Works Commission, an emergency is found to exist, and this Ordinance shall take effect and be in force upon the earliest time allowed by law after its passage.

---

CARL W. WATT  
PRESIDENT OF COUNCIL

ATTEST:

\_\_\_\_\_  
JULIE L. BELL  
CLERK OF COUNCIL

PRESENTED TO MAYOR ON: \_\_\_\_\_

APPROVED: \_\_\_\_\_  
THOMAS M. O'LEARY, MAYOR (Date)

ADOPTED ON FIRST READING: \_\_\_\_\_  
DATE

ADOPTED ON SECOND READING: \_\_\_\_\_  
DATE

ADOPTED ON THIRD READING: \_\_\_\_\_  
DATE

VOTE ON FINAL READING	<u>YEA</u>	<u>NAY</u>
MR. BALDINGER	_____	_____
MR. BODKINS	_____	_____
MS. ERLSTEN	_____	_____
DR. FELLNER	_____	_____
MR. IVY	_____	_____
MR. RICHART	_____	_____
MR. TRIPLETT	_____	_____

3b

**ORDINANCE NO. 2020-25**

**ENTITLED AN ORDINANCE REPEALING ORDINANCE  
2020-15 AND TO NOW ADOPT A CREDIT CARD POLICY  
FOR THE CITY OF GALION.**

WHEREAS, city council adopted Ordinance No. 2020-15 on March 24,  
2020 establishing credit card policy for the City of Galion; and

WHEREAS, the Credit Card Policy that was adopted by Ordinance No.  
2020-15 is attached and incorporated herein as Attachment A; and

WHEREAS, the City of Galion pursuant to Ohio Revised Code Section 717.31 is  
authorized to hold a credit card, mandates the adoption of a policy for the use of credit cards,  
and outlines the provisions required of such a policy; and

WHEREAS, this policy is enacted to govern the use of any credit card and charge  
accounts by any and all people authorized by the Galion City Auditor or their designee to use a  
credit card or charge account.

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

Section 1: That this Council hereby repeals Ordinance No. 2020-15 adopted on  
March 24, 2020 and hereby approves and adopts the City of Galion Credit Card and Charge  
Account Policy, a copy of which is attached hereto as Exhibit B and incorporated herein by  
reference.

Section 2: That this Ordinance shall be published in accordance with applicable Ohio  
Law.

Section 3: That this Ordinance shall take effect and be in full force from and after the  
Ordinance No. 2020-25

earliest time allowed by law after its passage.

\_\_\_\_\_  
CARL W. WATT  
PRESIDENT OF COUNCIL

ATTEST:

\_\_\_\_\_  
JULIE L. BELL  
CLERK OF COUNCIL

PRESENTED TO MAYOR ON: \_\_\_\_\_

APPROVED: \_\_\_\_\_  
THOMAS M. O'LEARY, MAYOR (Date)

ADOPTED ON FIRST READING: \_\_\_\_\_  
DATE

ADOPTED ON SECOND READING: \_\_\_\_\_  
DATE

ADOPTED ON THIRD READING: \_\_\_\_\_  
DATE

VOTE ON FINAL READING	<u>YEA</u>	<u>NAY</u>
MR. BALDINGER	_____	_____
MR. BODKINS	_____	_____
MS. ERLSTEN	_____	_____
DR. FELLNER	_____	_____
MR. IVY	_____	_____
MR. RICHARTS	_____	_____
MR. TRIPLETT	_____	_____

# Exhibit A



City of Galion  
Credit Card and Charge Account Policy  
Adopted 2020

**Purpose**

The Ohio Revised Code Section 717.31 authorizes a municipality to hold a credit card, mandates the adoption of a policy for the use of credit cards, and outlines the provisions required of such a policy. This policy is enacted to govern the use of any credit card and charge accounts by any and all people authorized by the Galion City Auditor or their designee to use a credit card or charge account.

*Definitions*

1. "Authorized User" means an official, employee, or appointee of the City of Galion that has received authorization to use a credit card account held by the City of Galion.
2. "Council" means the elected City Council of the City of Galion, located in Crawford County, Ohio.
3. "Credit Card Account" or "Account" means any bank issued credit card account, store issued credit card or account, or other card or charge account allowing the holder to purchases goods or services on credit.
4. "Credit Card" means a card related to a Credit Card Account held by City of Galion.
5. "Charge Account" means a vendor that allows a line of credit for the city to charge goods or services.
5. "Auditor" means the elected City Auditor for the City of Galion.
6. "Designee" means Auditor employee that is designated, appointed or chosen.
7. "City" means the City of Galion, located in Crawford County, Ohio.
8. "Policy" or "Credit Card and Charge Account Policy" means this policy and all exhibits, amendments, and supplements.

**ARTICLE I. Compliance of Credit Card Account**

Section 1. Compliance. The Auditor of the City shall maintain control and oversee all City Credit Cards or Charge Accounts and presentation instruments related to the cards and accounts.

The Auditor or their designee is responsible for the administration of the City Credit Cards to include, but not limited to the selection of the card provider, the payment of Credit Card bills from submitted pay requests, and managing the issuance of the Cards. Each department or cardholder is responsible for ensuring the proper use and pay requests of their purchases.

It is the responsibility of each cardholder to store cards in a secured, locked location when cards are not in use.

The Auditor shall provide a report to Council each month of Credit Card Account transaction detail from the previous month. Council shall review this transaction detail and the Council President shall sign an attestation stating that the Council has reviewed this information.

The Auditor shall maintain the number of cards and accounts issued, the number of active cards and accounts issued, the cards' and accounts' expiration dates, the cards' and accounts' credit limits, and authorized card users.

The Auditor shall provide an annual report to Council detailing all rewards received based on the use of the municipal Credit Card accounts.

Section 2. The maximum limit for the use of a Credit Card or Charge Account will be Five Thousand dollars (\$5,000.)

Section 3. The Auditor or their designee shall issue cards and determine how the city/holder will be listed on each card.

## **ARTICLE II. Use of a Credit Card or Charge Account**

Section 1. Authorized Users. Authorized Users for the City Credit Card or Charge Account are determined by department heads or card holders and approved by the Auditor or their designee. The addition or elimination of any employee for the use of the City Credit Card or Charge Account will be reported to the Auditor or their designee as soon as possible.

Section 2. Authorized Expenses. The Auditor or their designee may expressly limit the terms of use of a Credit Card or Charge Account with each Authorized User at any time. Any Credit Card or Charge Account may only be used for purchases of work-related goods and services incurred on the behalf of the City. This is not a tool to pay regular bills or where other city charge accounts exists. For example, it is not for utility bills unless authorized by Auditor or designee under special circumstances. It is not for payment to Lowe's or HR Wolf Hardware. If you are unsure of an authorized expense, contact the Auditor's office prior to purchase.

Examples of expenses for which a Credit Card may be used;

- A. Travel: Credit Cards may be used by assigned individuals for official business-related expenditures for hotel, parking, ferry, taxi, meals, airline tickets, emergency City vehicle repairs and other travel-related expenses as authorized by the Auditor. Travel expenditures shall not exceed those outlined in the City's travel policy.
- B. Purchases: Credit Cards may be used for ordering supplies, including online purchases when pre-approved by the Auditor or the Auditor's designee.

Credit Card **SHALL NOT** be used for cash advances, the purchase of alcohol, personal purposes or personal expenses and shall only be used to transact City business.

Section 3. Itemized receipts. Credit Card users shall obtain itemized receipts for each transaction and provide a signed copy of same to the head of their department as soon as the purchase is made or upon completion of travel. The purpose of the transaction shall be clearly indicated on the receipt and user shall sign the receipt acknowledging the purchase was for city purposes as noted in Exhibit C.

Section 4. Lost or stolen cards. The authorized Credit Card user shall immediately report the loss, theft, or possible unauthorized use of the card to the Auditor or designee. The Auditor or authorized designee shall immediately notify the issuer of the card to place a hold on the account.

Section 5. Issuance of card(s). Any card user shall sign acknowledgment (Exhibit B Use of Card) of the Credit Card or Charge Account policy before use of the City Credit Card or Charge Account.

If Card is given to authorized user for travel, the Card shall be returned to the head of their department, the Auditor or their designee by the next business day.

Section 6. Rewards. Credit Card rewards are assets of the City and are under the control of the legislative authority. All Credit Card rewards must be surrendered to the Auditor's office for proper expenditure control oversight. Any personal use of the Credit Card rewards is a violation of this policy and a possible violation of ORC 2913.21.

### **ARTICLE III. Penalties**

The use of a City Credit Card or Charge Account for expenses beyond those authorized by this Policy and legislative authority, or any failure to comply with these policies constitutes misuse of a Credit Card or Charge Account. An employee who knowingly misuses a Credit Card or Charge Account held by the legislative authority violates section 2913.21 of the Ohio Revised Code, which is a misdemeanor of the first degree and is subject to discipline, which could include demotion, termination and possible criminal charges.

### **ARTICLE IV. Supporting documents**

See attached Exhibit A.

User Acknowledgment Form

**EXHIBIT A**  
**USER ACKNOWLEDGEMENT FORM**

I, \_\_\_\_\_, as an employee of the City of Galion accept personal responsibility for the safeguard and proper use of the City Credit Card or Charge Account, if provided to me for use in performance of my City duties.

I understand that the Auditor or City shall, at a minimum, discontinue my use of a City Credit Card or Charge Accounts for violation or misuse of the Credit Card or Charge Accounts and/or the Credit Card and Charge Accounts Policies and Procedures.

I understand I am personally liable for the misuse of the City Credit Card or Charge Accounts provided to me, that I shall be held personally responsible for the misuse of the card for inappropriate charges, for failing to timely provide the Auditor with itemized receipts, for failing to notify in a timely manner the Auditor's office that the Credit Card is lost, stolen, or compromised, and as more fully defined in the City's Credit Card and Charge Account Policies and Procedures.

I acknowledge that knowledge of misuse of a Credit Card or Charge Account held by the legislative authority violates section 2913.21 of the Ohio Revised Code, which is a misdemeanor of the first degree. I understand my misuse of the Credit Card or Charge Account or violating this policy may lead to discipline, which could include demotion or termination, together with criminal charges and/or penalties, and hereby authorize that inappropriate charges may be withheld from my salary/wages.

I acknowledge and authorize the use of my social security number for verification purposes only on an account and understand that it will not be used to run my personal credit or in any other way not authorized.

The undersigned employee hereby acknowledges receipt of the City's Credit Card and Charge Account Policies and Procedures, that the employee has read and understands the document, and that the employee agrees with the conditions therein.

\_\_\_\_\_  
Employee's Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Employee's Signature

# Exhibit B

City of Galion  
Credit Card and Charge Account Policy  
Adopted 2020

**Purpose**

The Ohio Revised Code Section 717.31 authorizes a municipality to hold a credit card, mandates the adoption of a policy for the use of credit cards, and outlines the provisions required of such a policy. This policy is enacted to govern the use of any credit card and charge accounts by any and all people authorized by the Galion City Auditor or their designee to use a credit card or charge account.

*Definitions*

1. "Authorized User" means an official, employee, or appointee of the City of Galion that has received authorization to use a credit card account held by the City of Galion.
2. "Council" means the elected City Council of the City of Galion, located in Crawford County, Ohio.
3. "Credit Card Account" or "Account" means any bank issued credit card account, store issued credit card or account, or other card or charge account allowing the holder to purchases goods or services on credit.
4. "Credit Card" means a card related to a Credit Card Account held by City of Galion.
5. "Charge Account" means a vendor that allows a line of credit for the city to charge goods or services.
5. "Auditor" means the elected City Auditor for the City of Galion.
6. "Designee" means Auditor employee that is designated, appointed or chosen.
7. "City" means the City of Galion, located in Crawford County, Ohio.
8. "Policy" or "Credit Card and Charge Account Policy" means this policy and all exhibits, amendments, and supplements.

**ARTICLE I. Compliance of Credit Card Account**

Section 1. Compliance. The Auditor of the City shall maintain control and oversee all City Credit Cards or Charge Accounts and presentation instruments related to the cards and accounts.

The Auditor or their designee is responsible for the administration of the City Credit Cards to include, but not limited to the selection of the card provider, the payment of Credit Card bills from submitted pay requests, and managing the issuance of the Cards. Each department or cardholder is responsible for ensuring the proper use and pay requests of their purchases.

It is the responsibility of each cardholder to store cards in a secured, locked location when cards are not in use.

The Auditor shall provide a report to Council each month of Credit Card Account transaction detail from the previous month. Council shall review this transaction detail and the Council President shall sign an attestation stating that the Council has reviewed this information.

The Auditor shall maintain the number of cards and accounts issued, the number of active cards and accounts issued, the cards' and accounts' expiration dates, the cards' and accounts' credit limits, and authorized card users.

The Auditor shall provide an annual report to Council detailing all rewards received based on the use of the municipal Credit Card accounts.

Section 2. The maximum limit for the use of a Credit Card or Charge Account will be determined by the Auditor or their designee.

Section 3. The Auditor or their designee shall issue cards and determine how the city/holder will be listed on each card.

## **ARTICLE II. Use of a Credit Card or Charge Account**

Section 1. Authorized Users. Authorized Users for the City Credit Card or Charge Account are determined by department heads or card holders and approved by the Auditor or their designee. The addition or elimination of any employee for the use of the City Credit Card or Charge Account will be reported to the Auditor or their designee as soon as possible.

Section 2. Authorized Expenses. The Auditor or their designee may expressly limit the terms of use of a Credit Card or Charge Account with each Authorized User at any time. Any Credit Card or Charge Account may only be used for purchases of work-related goods and services incurred on the behalf of the City. This is not a tool to pay regular bills or where other city charge accounts exists. For example, it is not for utility bills unless authorized by Auditor or designee under special circumstances. It is not for payment to Lowe's or HR Wolf Hardware. If you are unsure of an authorized expense, contact the Auditor's office prior to purchase.

Examples of expenses for which a Credit Card may be used;

- A. Travel: Credit Cards may be used by assigned individuals for official business-related expenditures for hotel, parking, ferry, taxi, meals, airline tickets, emergency City vehicle repairs and other travel-related expenses as authorized by the Auditor. Travel expenditures shall not exceed those outlined in the City's travel policy.
- B. Purchases: Credit Cards may be used for ordering supplies, including online purchases when pre-approved by the Auditor or the Auditor's designee.

Credit Card **SHALL NOT** be used for cash advances, the purchase of alcohol, personal purposes or personal expenses and shall only be used to transact City business.

Section 3. Itemized receipts. Credit Card users shall obtain itemized receipts for each transaction and provide a signed copy of same to the head of their department as soon as the purchase is made or upon completion of travel. The purpose of the transaction shall be clearly indicated on the receipt and user shall sign the receipt acknowledging the purchase was for city purposes as noted in Exhibit C.

Section 4. Lost or stolen cards. The authorized Credit Card user shall immediately report the loss, theft, or possible unauthorized use of the card to the Auditor or designee. The Auditor or authorized designee shall immediately notify the issuer of the card to place a hold on the account.

Section 5. Issuance of card(s). Any card user shall sign acknowledgment (Exhibit B Use of Card) of the Credit Card or Charge Account policy before use of the City Credit Card or Charge Account.

If Card is given to authorized user for travel, the Card shall be returned to the head of their department, the Auditor or their designee by the next business day.

Section 6. Rewards. Credit Card rewards are assets of the City and are under the control of the legislative authority. All Credit Card rewards must be surrendered to the Auditor's office for proper expenditure control oversight. Any personal use of the Credit Card rewards is a violation of this policy and a possible violation of ORC 2913.21.

### **ARTICLE III. Penalties**

The use of a City Credit Card or Charge Account for expenses beyond those authorized by this Policy and legislative authority, or any failure to comply with these policies constitutes misuse of a Credit Card or Charge Account. An employee who knowingly misuses a Credit Card or Charge Account held by the legislative authority violates section 2913.21 of the Ohio Revised Code, which is a misdemeanor of the first degree and is subject to discipline, which could include demotion, termination and possible criminal charges.

### **ARTICLE IV. Supporting documents**

See attached Exhibit A.

User Acknowledgment Form



**EXHIBIT A  
USER ACKNOWLEDGEMENT FORM**

I, \_\_\_\_\_, as an employee of the City of Galion accept personal responsibility for the safeguard and proper use of the City Credit Card or Charge Account, if provided to me for use in performance of my City duties.

I understand that the Auditor or City shall, at a minimum, discontinue my use of a City Credit Card or Charge Accounts for violation or misuse of the Credit Card or Charge Accounts and/or the Credit Card and Charge Accounts Policies and Procedures.

I understand I am personally liable for the misuse of the City Credit Card or Charge Accounts provided to me, that I shall be held personally responsible for the misuse of the card for inappropriate charges, for failing to timely provide the Auditor with itemized receipts, for failing to notify in a timely manner the Auditor's office that the Credit Card is lost, stolen, or compromised, and as more fully defined in the City's Credit Card and Charge Account Policies and Procedures.

I acknowledge that knowledge of misuse of a Credit Card or Charge Account held by the legislative authority violates section 2913.21 of the Ohio Revised Code, which is a misdemeanor of the first degree. I understand my misuse of the Credit Card or Charge Account or violating this policy may lead to discipline, which could include demotion or termination, together with criminal charges and/or penalties, and hereby authorize that inappropriate charges may be withheld from my salary/wages.

I acknowledge and authorize the use of my social security number for verification purposes only on an account and understand that it will not be used to run my personal credit or in any other way not authorized.

The undersigned employee hereby acknowledges receipt of the City's Credit Card and Charge Account Policies and Procedures, that the employee has read and understands the document, and that the employee agrees with the conditions therein.

\_\_\_\_\_  
Employee's Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Employee's Signature

3c

**ORDINANCE NO. 2020-26**

**ENTITLED AN ORDINANCE ESTABLISHING A 90 DAY  
STORM WATER PAYMENT HOLIDAY AND  
DECLARING AN EMERGENCY.**

WHEREAS, pursuant to Ordinance No. 2008-59, passed October 28, 2008, the current Storm Water rates were established for the utility customers in the City of Galion, and

WHEREAS, due to the current economic situation caused by the COVID-19 pandemic, the City of Galion wishes to provide 90 (Ninety) days of payment relief to its Storm Water utility customers.

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GALION, STATE OF OHIO:**

Section 1: That the City of Galion does hereby establish a 90 (ninety) day payment holiday for Storm Water customers beginning with the May 1, 2020 billing cycle and ending after the July 1, 2020 billing cycle.

Section 2: That this ordinance shall be published in accordance with Ohio Revised Code Sections 731.21 and 731.22.

Section 3: That in order to preserve the public peace, health, and safety of the City of Galion and its citizens, and in order to provide economic relief for storm water customers, this measure is determined to be an emergency Ordinance, and shall take effect and be in force upon the earliest time allowed by law after its passage.

\_\_\_\_\_  
CARL W. WATT  
PRESIDENT OF COUNCIL

ATTEST:

\_\_\_\_\_  
JULIE L. BELL  
CLERK OF COUNCIL

PRESENTED TO MAYOR ON: \_\_\_\_\_

APPROVED: \_\_\_\_\_  
THOMAS M. O'LEARY, MAYOR (Date)

ADOPTED ON FIRST READING: \_\_\_\_\_  
DATE

ADOPTED ON SECOND READING: \_\_\_\_\_  
DATE

ADOPTED ON THIRD READING: \_\_\_\_\_  
DATE

VOTE ON FINAL READING	<u>YEA</u>	<u>NAY</u>
MR. BALDINGER	_____	_____
MR. BODKINS	_____	_____
MS. ERLSTEN	_____	_____
DR. FELLNER	_____	_____
MR. IVY	_____	_____
MR. RICHART	_____	_____
MR. TRIPLETT	_____	_____

3d

**RESOLUTION NO. 2020-9**

**ENTITLED A RESOLUTION APPROVING THE APPOINTMENT OF CHANEL HIPPI TO THE GALION PORT AUTHORITY BOARD OF DIRECTORS, AND DECLARING AN EMERGENCY.**

WHEREAS, pursuant to Ordinance No. 2020-30 and amended by Ordinance 2020-51 the Galion Port Authority was created and members appointed; and

WHEREAS, the term of Chanel Hipp will expire on May 31, 2020; and

WHEREAS, the mayor would like Chanel Hipp be appointed to a five year term beginning June 1, 2020.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF GALION, STATE OF OHIO:**

Section 1: That the appointment of Chanel Hipp to the Galion Port Authority Board of Directors be, and the same hereby is approved by this Council.

Section 2: That the term of Chanel Hipp shall expire May 31, 2025.

Section 3: That this Resolution shall be published in accordance with Ohio Revised Code Sections 731.21 and 731.22.

Section 4: That in order to preserve the public peace, health, safety and welfare of the City of Galion and its inhabitants and in order to conduct the business of the Galion Port Authority this Resolution is hereby declared to be an emergency measure and shall take effect at the earliest time allowed by law, after its passage.

---

CARL W. WATT  
PRESIDENT OF COUNCIL

ATTEST:

---

JULIE L. BELL  
CLERK OF COUNCIL

PRESENTED TO MAYOR ON: \_\_\_\_\_

APPROVED: \_\_\_\_\_  
THOMAS M. O'LEARY, MAYOR (Date)

ADOPTED ON FIRST READING \_\_\_\_\_  
(Date)

ADOPTED ON SECOND READING \_\_\_\_\_  
(Date)

ADOPTED ON THIRD READING \_\_\_\_\_  
(Date)

VOTE ON FINAL READING	<u>YEA</u>	<u>NAY</u>
MR. BALDINGER	_____	_____
MR. BODKINS	_____	_____
MS. ERLSTEN	_____	_____
DR. FELLNER	_____	_____
MR. IVY	_____	_____
MR. RICHART	_____	_____
MR. TRIPLETT	_____	_____