

AGENDA
CITY COUNCIL MEETING
May 23, 2017 7:00 P.M.

Pledge of Allegiance

Invocation: Moment of Silence

Roll Call – Council, Elected Officials/SSD

1. Approve minutes – May 9, 2017– Regular Meeting
2. Approve agenda
3. Citizens desiring to address Council
 - a. Speaker forms available at end of Council table. If you would like to address Council, please fill out the form and submit to Council President prior to meeting.
 - b. Please stand.
 - c. Give name and address.
 - d. Be specific on suggestions to Council or requests of Council.
 - e. Please limit your remarks to no more than five minutes.
 - f. Address your remarks to the whole Council through the President of Council.
 - g. Refrain from getting into a conversation with a member of the audience or an individual Council member during your presentation.
 - h. Following your presentation, the Council President will recognize individual Council members to ask you questions.
4. Public Hearing – Revision to 1111.02
5. Legislation
 - a. Ordinance No. 2017-22 (1st Reading)
Staffing Ordinance Update
 - b. Ordinance No. 2017-23 (1st Reading)
Amending 1111.02 of Subdivision Regulations
 - c. Ordinance No. 2017-26 (1st Reading)
VOCA Grant FY 2017
 - d. Resolution No. 2017-9 (1st Reading)
Approve Then and Now Certificate
 - e. Resolution No. 2017-10 (1st Reading)-
RITA Appointments
6. Other Business
7. Elected Official Reports (if desired)
 - a. Auditor – Brian Treisch
 - b. Treasurer – Rodney Sparks

c. Director of Law – Thomas Palmer

8. Mayor's Report

9. President of Council Comments

10. Adjournment

5a

ORDINANCE NO. 2017-22

ENTITLED AN ORDINANCE AMENDING SECTION 1 OF ORDINANCE NO. 2016-40, AS AMENDED, REGARDING THE NUMBER OF AUTHORIZED EMPLOYEES, BY CLASSIFICATION, IN EACH CITY DEPARTMENT; AND DECLARING AN EMERGENCY.

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

Section 1: That Section 1 of Ordinance No. 2016-40 as amended, currently reads as follows:

SAFETY-SERVICE 1 – Safety-Service Director
 2- Administrative Secretary
 1- Public Information Officer
 1– Part-time Custodian
 1 – Seasonal Construction Inspector

CITY COUNCIL: 1- FTE Clerk,
 may be filled with 2 part-time clerks

AUDITOR’S OFFICE 2 – Administrative Clerks
 1 – Summer Intern

LAW DIRECTOR’S OFFICE:
 1 – Assistant Law Director
 1 – Part-time Legal Assistant
 1 – Victims of Crime Advocate (VOCA)

BUILDING DEPARTMENT:
 1 – Chief Building Inspector
 1 – Administrative Secretary

UTILITIES BUSINESS OFFICE:
 1 - Utilities Office Manager
 3 – Administrative Clerks
 1 – Part-time Administrative Clerk
 1 – Meter Chief
 2 – Meter Readers

WASTEWATER TREATMENT PLANT (WWTP)

SEWER MAINTENANCE:

- 1 - WWTP/Sewer Superintendent
- 1 – Crew Leader
- 1 – Plant Maintenance Laborer
- 1 – Lab Tech
- 4 – WWTP Operators
- 4 – Maintenance Laborers
- 4 – Seasonal Equipment Operators

WATER FILTRATION:

- 1- Water Superintendent
- 1 – Crew Leader
- 1 – Lab Technician
- 4 – Water Plant Operators
- 2 – Maintenance Laborers

STORMWATER:

- 1 – Equipment Operator

ELECTRIC LINE:

- 1- Line Crew Superintendent
- 2 – Line Crew Chiefs
- 1 - Storekeeper
- 6 – Line Maintenance *
- 1 – Tree Trimmer Crew Leader
- 2 – Tree Trimmers

STREET:

- 1 – Service Department Supervisor
- 1 – Crew Chief
- 6 – Equipment Operators
- 1 – Part-time summer laborer

FIRE:

- 1 – Fire Chief
- 1 – Fire Captains/Chief Inspector
- 3 – Fire Lieutenants
- 14 – Firefighters

POLICE:

- 1 – Police Chief
- 2 - Police Captains
- 1 – Administrative Assistant
- 4 - Police Lieutenants
- 14 – Police Officers
- 7 – Dispatchers (3FT and 4 PT)

Section 2: That Section 1 of Ordinance No. 2016-40 as amended, is hereby amended to read as follows:

Section 1: That the total number of employees by classification, within each department of the City shall be as follows, to-wit:

SAFETY-SERVICE 1 – Safety-Service Director
 2- Administrative Secretary
 1- Public Information Officer
 1– Part-time Custodian
 1 – Seasonal Construction Inspector

CITY COUNCIL: 1- FTE Clerk,
 may be filled with 2 part-time clerks

AUDITOR’S OFFICE 2 – Administrative Clerks
 1 – Summer Intern

LAW DIRECTOR’S OFFICE:
 1 – Assistant Law Director
 1 – Part-time Legal Assistant
 1 – Victims of Crime Advocate (VOCA)

BUILDING DEPARTMENT:
 1 – Chief Building Inspector
 1 – Administrative Secretary

UTILITIES BUSINESS OFFICE:
 1 - Utilities Office Manager
 3 – Administrative Clerks
 1 – Part-time Administrative Clerk
 1 – Meter Chief
 2 – Meter Readers

WASTEWATER TREATMENT PLANT (WWTP)
SEWER MAINTENANCE:
 1 - WWTP/Sewer Superintendent
 1 – Crew Leader
 1 – Plant Maintenance Laborer
 1 – Lab Tech
 4 – WWTP Operators
 4 – Maintenance Laborers

4 – Seasonal Equipment Operators

WATER FILTRATION:

1- Water Superintendent
1 – Crew Leader
1 – Lab Technician
4 – Water Plant Operators
2 – Maintenance Laborers

STORMWATER:

1 – Equipment Operator

ELECTRIC LINE:

1- Line Crew Superintendent
2 – Line Crew Chiefs
1 - Storekeeper
6 – Line Maintenance *
1 – Tree Trimmer Crew Leader
2 – Tree Trimmers

STREET:

1 – Service Department Supervisor
1 – Crew Chief
6 – Equipment Operators
1 – Part-time summer laborer

FIRE:

1 – Fire Chief
1 – Fire Captains/Chief Inspector
3 – Fire Lieutenants
14 – Firefighters

POLICE:

1 – Police Chief
2 - Police Captains
1 – Administrative Assistant
4 - Police Lieutenants
14 – Police Officers
1 – Property/Evidence Room Custodian–Part-time
7 – Dispatchers (3FT and 4 PT)

*see AFSCME contract & U.S. Dept. of Labor for regulations regarding Apprentices.

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

Section 4: That in order to preserve the public peace, health and safety, and in order to facilitate the operation of the City at a minimum of expense, an emergency is hereby found to exist and this Ordinance is declared to be an emergency measure and shall take effect and effect and be in force upon the earliest time allowed by law after its passage.

GAIL BALDINGER
PRESIDENT OF COUNCIL
PRO TEMPORE

ATTEST:

JULIE L. BELL
CLERK OF COUNCIL

APPROVED AS TO FORM:

THOMAS N. PALMER
DIRECTOR OF LAW

PRESENTED TO MAYOR ON: _____

APPROVED: _____
CARL W. WATT, ACTING 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	_____	_____
MRS. BEAN	_____	_____
MS. CLARK	_____	_____
MR. COMERFORD	_____	_____
DR. FELLNER	_____	_____
MR. HEDGES	_____	_____
MR. TRIPLETT	_____	_____

Department	101-1010	Fund	101	Hourly Rate	18.00000	Medicare	Yes	Pension	PERS	Overtime/	0.00	Gross Salary	18,720.00	Employer Medicare	271.44	Employer Pension	2,620.80	Longevity	0.00	Clothing	0.00	Workers Comp	794.75	Grand Total	22,406.99
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5b

ORDINANCE NO. 2017-23

ENTITLED AN ORDINANCE AMENDING SECTION 1111.02 OF THE CITY OF GALION CODIFIED ORDINANCES AND DECLARING AN EMERGENCY

WHEREAS, Section 1111.02 of the City of Galion Codified Ordinances currently reads as follows:

1111.02. If the Code Inspector, or his/her designated agent, determines that the proposed subdivision of land meets the following criteria, then it shall be classified as a minor subdivision:

- (a) Adjoins an existing public street and does not involve opening, widening, extension or improvement of any roadway or the installation of any required utilities, and
- (b) Creates no more than five (5) lots including the remainder, and
- (c) Complies with the requirements of Chapter 711 of the Ohio Revised Code and applicable zoning regulations of the City.

All other subdivisions not meeting the standards above shall be considered as major subdivisions and subject to the full requirements of this Chapter.

If the subdivision is considered as a minor subdivision, only such drawings and information as is determined necessary by the Code Inspector to determine compliance with pertinent subdivision, zoning and other regulations need to be submitted for approval. At a minimum, the submitted material shall include a survey of the property by a Registered Surveyor, along with a completed application form as provided for such purpose by the Code Inspector.

After determination that such action meets the criteria for a minor subdivision and within ten (10) business days after it has been submitted, the Code Inspector may approve or disapprove said minor subdivision by indicating upon the preliminary plan or instrument of conveyance "Approved (Disapproved) Galion Planning Commission / No Plat Required", or he/she may refer such submittal to the full Planning Commission. In cases of approval or disapproval, one (1) copy of the preliminary plan or instrument of conveyance, with such notation thereon, shall be retained for the files of the Planning Commission. The decision of the Code Inspector may be appealed in writing to the full Planning Commission within thirty (30) days from the date of the approval or disapproval.

If no action on the proposed minor subdivision is taken within thirty (30) days from submittal, then the minor subdivision shall be considered as approved by the Planning Commission.

and

WHEREAS, this ordinance mirrors Chapter 711 of the Ohio Revised Code, however unlike that Chapter it adds the installation of required utilities as a factor which necessitates use of the major subdivision process, and

WHEREAS, the Council of the City of Galion wants to encourage investment in the City, and wants to make the City competitive for the same, and therefore desires in this instance to make the City's ordinances match applicable laws of the State of Ohio.

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

SECTION 1: That Section 1111.02 of the City of Galion Codified Ordinances is hereby amended to read as follows:

1111.02. If the Code Inspector, or his/her designated agent, determines that the proposed subdivision of land meets the following criteria, then it shall be classified as a minor subdivision:

- (a) Adjoins an existing public street and does not involve opening, widening, extension or improvement of any roadway, and
- (b) Creates no more than five (5) lots including the remainder, and
- (c) Complies with the requirements of Chapter 711 of the Ohio Revised Code and applicable zoning regulations of the City.

All other subdivisions not meeting the standards above shall be considered as major subdivisions and subject to the full requirements of this Chapter.

If the subdivision is considered as a minor subdivision, only such drawings and information as is determined necessary by the Code Inspector to determine compliance with pertinent subdivision, zoning and other regulations need to be submitted for approval. At a minimum, the submitted material shall include a survey of the property by a Registered Surveyor, along with a completed application form as provided for such purpose by the Code Inspector.

After determination that such action meets the criteria for a minor subdivision and within ten (10) business days after it has been submitted, the Code Inspector may approve or disapprove said minor subdivision by indicating upon the preliminary plan or instrument of conveyance "Approved (Disapproved) Galion Planning Commission / No Plat Required", or he/she may refer such submittal to the full Planning Commission. In cases of approval or disapproval, one (1) copy of the preliminary plan or instrument of conveyance, with such notation thereon, shall be retained for the files of the Planning Commission. The decision of the Code Inspector may be appealed in writing to the full Planning Commission within thirty (30) days from the date of the approval or disapproval.

If no action on the proposed minor subdivision is taken within thirty (30) days from submittal, then the minor subdivision shall be considered as approved by the Planning Commission.

GAIL BALDINGER
PRESIDENT OF COUNCIL
PRO TEMPORE

ATTEST:

JULIE L. BELL
CLERK OF COUNCIL

APPROVED AS TO FORM:

THOMAS N. PALMER
DIRECTOR OF LAW

PRESENTED TO MAYOR ON: _____

APPROVED: _____
CARL W. WATT, ACTING 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	_____	_____
MRS. BEAN	_____	_____
MS. CLARK	_____	_____
MR. COMERFORD	_____	_____
DR. FELLNER	_____	_____
MR. HEDGES	_____	_____
MR. TRIPLETT	_____	_____

5c

ORDINANCE NO. 2017-26

ENTITLED AN ORDINANCE AUTHORIZING THE SUBMISSION AND ACCEPTANCE OF VOCA / SVAA GRANTS FROM THE OHIO ATTORNEY GENERAL AND AUTHORIZING THE SAFETY-SERVICE DIRECTOR AND DIRECTOR OF LAW TO SIGN THE NECESSARY GRANT DOCUMENTS PERTAINING THERETO, AND DECLARING AN EMERGENCY.

WHEREAS, the Ohio Attorney General has funding available to provide a victim assistance program through the Federal Victims of Crimes Act (VOCA) and the State Victims Assistance Act (SVAA) program; and

WHEREAS, the City of Galion is requesting VOCA funding in the amount of \$37,399.26 and SVAA funding in the amount of \$1,417.00 to be used with an in-kind match of \$7,479.86 for the FY 2018 City of Galion Victims Assistance Program under the direction of the Galion City Director of Law.

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

Section 1: That the submission of VOCA/SVAA grant applications are hereby authorized and approved for submission.

Section 2: That the Safety-Service Director and Director of Law be, and are hereby, authorized to execute any and all documents, respectively, as are necessary to apply for and accept a VOCA grant of Thirty-Seven Thousand Three Hundred Ninety-Nine and 26/100 Dollars (\$37,399.26) to be used with an in-kind match of Seven Thousand Seventy-Nine and 86/100 Dollars (\$7,479.86).

Section 3: That the Safety-Service Director and Director of Law be, and are hereby, authorized to execute any and all documents, respectively, as are necessary to apply for and accept a

SVAA grant of One Thousand Four Hundred Seventeen and 00/100 Dollars (\$1,417.00) to be used with the aforementioned grant funds and match for the Galion Victims of Crimes Assistance Program.

Section 4: That in connection with said Application for the aforementioned funds, this Council understands and intends to provide funding for the City's local share as in-kind for office space and related expenses in the amount of Seven Thousand Four Hundred Seventy-Nine and 86/100 Dollars (\$7,479.86) for the grant described in Section 2 hereof.

Section 5: That this Ordinance shall be published in accordance with Ohio Revised Code Sections 731.21 and 731.22.

Section 6: That in order to preserve the public peace, health, safety and welfare of the City of Galion and its inhabitants, and in order to authorize the Safety-Service Director and the Director of Law to sign all documents necessary to apply for the grant funds prior to the deadline therefor of June 1, 2017, this measure is determined to be an emergency Ordinance and shall take effect at the earliest time allowed by law after its passage.

GAIL BALDINGER
PRESIDENT OF COUNCIL
PRO TEMPORE

ATTEST:

JULIE L. BELL
CLERK OF COUNCIL

APPROVED AS TO FORM:

THOMAS N. PALMER
DIRECTOR OF LAW

PRESENTED TO MAYOR ON: _____

APPROVED: _____
CARL W. WATT, ACTING 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	_____	_____
MRS. BEAN	_____	_____
MS. CLARK	_____	_____
MR. COMERFORD	_____	_____
DR. FELLNER	_____	_____
MR. HEDGES	_____	_____
MR. TRIPLETT	_____	_____

VOCA/SVAA Grant 2017-2018 Budget Narrative

This grant application requests funding for one personnel position supplies, listed in Personnel- Priority #1

One Director of Victim Assistance Program who is responsible for coordinating the victim services program within the City of Galion's Law Director's Office. This includes, but is not limited to, providing assistance to victims of: crimes being prosecuted in Crawford County Municipal; unsolved violent crimes; correspondence with victims of past crimes; and completion of budgetary tasks. This position is currently held by Barbara Letizia who has more than 20 years of experience in this position.

An increase in this category is requested for this position within this VOCA grant application. The program has demonstrated its fiscal responsibility over the last several years during the economic challenges that we have faced. Our community is in the midst of some of the worst heroin addiction in the nation, and with it comes ancillary crimes such as assault, domestic violence, and theft.

With this position comes additional notification requirements for our program to maintain contact not only with the victim, but also keeping the Coordinator up-to-date on case status.

As you are well aware, up until the 2017-18 grant cycle we were working with funding levels that were actually lower than the 2006-07 grant cycle. This grant year, we are requesting \$28879.74 for salary this cycle.

Fringe benefits for this position include PERS, Medicare and Worker's Compensation. The total cost of fringe benefits for this position is \$8519.52. Total compensation for this position is \$37399.26. A cost breakdown of fringe benefits is listed in the budget computation section. An In-kind match for office space and related expenses is included in the amount of \$7479.86.

We are requesting SVAA funding for personnel in the amount of \$1,417.

Please note: There is no cash match required this grant cycle.

Budget Computation Worksheet 2018

VOCA	Cash Match	In-kind Match	Total
37399.26	0.00	7479.86	44879.12

SVAA			
1417.00	0.00	0.00	1417.00

5d

RESOLUTION NO. 2017-9

ENTITLED A RESOLUTION APPROVING AND RATIFYING THE PRIOR ACTS OF THE DEPARTMENT HEADS AND SAFETY-SERVICE DIRECTOR AND APPROVING A "THEN AND NOW" CERTIFICATE FOR SAID EXPENDITURE, AND DECLARING AN EMERGENCY.

WHEREAS, in accordance with O.R.C. Section 5705.41, purchase orders are to be obtained before any contract, agreement, obligation, payment or expenditure is made by any City Department, and

WHEREAS, in instances where a contract or agreement is signed or an obligation, payment, or expenditure is incurred before the purchase order is issued or when an open purchase order has been accidentally closed prematurely, a THEN AND NOW Certificate must be obtained.

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

Section 1: That the expenditure of \$4,800 for supplies to Smartbill is hereby approved and such prior act without a purchase order is hereby ratified.

Section 2: That a "Then and Now" Certificate is hereby approved for the above expenditure.

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

Section 4: This Resolution is hereby declared to be an emergency measure necessary in order to pay City obligations, and to preserve the public peace, health, safety, and welfare of the City; and shall take at the earliest time allowed by law, after its passage.

GAIL BALDINGER
PRESIDENT OF COUNCIL
PRO TEMPORE

ATTEST:

JULIE L. BELL
CLERK OF COUNCIL

APPROVED AS TO FORM:

THOMAS N. PALMER
DIRECTOR OF LAW

PRESENTED TO MAYOR ON: _____

APPROVED: _____

CARL W. WATT, ACTING MAYOR (Date)

ADOPTED ON FIRST READING: _____

DATE

ADOPTED ON SECOND READING: _____

DATE

ADOPTED ON THIRD READING: _____

DATE

VOTE ON FINAL READING

YEA

NAY

MR. BALDINGER

MRS. BEAN

MS. CLARK

MR. COMERFORD

DR. FELLNER

MR. HEDGES

MR. TRIPLETT

5e

RESOLUTION NO. 2017-10

ENTITLED A RESOLUTION APPROVING THE APPOINTMENT BY THE MAYOR OF THE AUDITOR AS THE REPRESENTATIVE OF THE CITY OF GALION TO THE REGIONAL INCOME TAX AGENCY AND THE APPOINTMENT BY THE MAYOR OF THE TREASURER AS THE ALTERNATE WHO MAY ACT IN PLACE OF SAID REPRESENTATIVE.

WHEREAS, pursuant to Ordinance No. 2005-10, passed February 22, 2005, the City of Galion entered into an agreement for participation in a Regional Council of Governments for the purpose of administering and collecting municipal income taxes, which Council is more commonly known as the Regional Income Tax Agency (RITA), and

WHEREAS, Paragraph III. A. of this Agreement authorizes each municipal corporation which is a party to said Agreement to have a representative and an alternate, who are appointed by the Chief Executive of the municipality with the approval of City Council, to serve on said Regional Council of Government.

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

Section 1: That the appointment by the Mayor of the Auditor to serve as a representative of the City of Galion on the Regional Council of Governments be, and the same is hereby, approved.

Section 2: That the appointment by the Mayor of the Treasurer to serve as an alternate to said Regional Council of Governments, who may act in place of the representative designated in Section 1 hereof, be, and the same is hereby, approved.

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

Section 4: This Resolution is hereby declared to be an emergency measure necessary

in order to pay City obligations, and to preserve the public peace, health, safety, and welfare of the City; and shall take at the earliest time allowed by law, after its passage.

GAIL L. BALDINGER
PRESIDENT OF COUNCIL
PRO TEMPORE

ATTEST:

JULIE L. BELL
CLERK OF COUNCIL

APPROVED AS TO FORM: THOMAS N. PALMER
DIRECTOR OF LAW

PRESENTED TO MAYOR ON: _____

APPROVED: CARL W. WATT, ACTING 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	_____	_____
MRS. BEAN	_____	_____
MS. CLARK	_____	_____
MR. COMERFORD	_____	_____
DR. FELLNER	_____	_____
MR. HEDGES	_____	_____
MR. TRIPLETT	_____	_____

**REGIONAL COUNCIL OF GOVERNMENTS
DELEGATE AND ALTERNATE DELEGATE
DESIGNEE**

CITY/VILLAGE OF Galion

In the Agreement for Participation entered into by all Member Municipalities of RITA it is stated as follows:

"Each municipal corporation which is party to the agreement has one (1) representative to a Council of Governments, who shall be appointed by the Chief Executive with the approval of City Council. Each municipal corporation shall similarly designate an alternate who may act in place of the representative in his absence."

The following individuals have been appointed and approved by Council:

Delegate:

Brian Treisch
Name

Auditor
Title

419-468-1823
Phone

419-468-7620
Fax

briantreich@galion.city
E-mail address

Alternate:

Name

Title

Phone

Fax

E-mail address

**Authorized by:
(Chief Executive)**

Name (Please Print)

Signature

Title

Date

Please complete this form and return by fax (440-526-8013), e-mail to dthompson@ritaohio.com, or mail to:

**Donna Thompson
Clerk of the Board
Regional Income Tax Agency
10107 Brecksville Road
Brecksville, OH 44141**