

**CITY OF MEDINA
AGENDA FOR COUNCIL MEETING**

January 14, 2019
Medina City Hall
7:30 p.m./

Call to Order.

Roll Call.

Reading of minutes. (December 10, 2018 & January 7, 2019)

Reports of standing committees.

Requests for council action.

Reports of municipal officers.

Confirmation of Mayoral appointment(s).

Economic Development Committee – Steve Chrisman – Exp. 12/31/22

Confirmation of President of Council appointments.

Strategic Plan Goals (Council Representatives to monitor):

- 1) Quality of Life – Bill Lamb
- 2) Balanced Development – Bob Starcher
- 3) Economic Development – Paul Rose
- 4) Collaborative Leadership – Jim Shields
- 5) Effective Government – Eric Heffinger

Notices, communications and petitions.

Liquor Permit:

Not to object to the issuance of a new C1 permit to Rivalry Brews LLC, dba Rivalry Brews, 124 Lafayette Road, Suite 1.

Unfinished business.

Introduction of visitors.

(speakers limited to 5 min.)

Introduction and consideration of ordinances and resolutions.

Ord. 1-19

An Ordinance authorizing the Job Creation Grant Agreement for Ravago Americas LLC.

Res. 2-19

A Resolution requesting the County Auditor to make tax advances during the year 2019 pursuant to Ohio Revised Code Section 321.34.

Ord. 3-19

An Ordinance authorizing the Mayor to advertise for competitive bids and to award a contract to the successful bidder for the West Smith Road Reconstruction Project, Phase 3.

Ord. 4-19

An Ordinance amending Section 31.07 of the Salaries and Benefits Code of the City of Medina, Ohio relative to the Sanitation Department, and approving the revised job descriptions of Sanitation Superintendent and Foreman.

Ord. 5-19

An Ordinance authorizing the increase of the expenditure to Walter & Haverfield to \$40,000 for the Law Department.

(emergency clause requested)

Ord. 6-19

An Ordinance authorizing the purchase of one (1) 2019 Ford F250 Supercab Truck with Snowplow from Montrose Ford to be used by the Parks Department.

Ord. 7-19

An Ordinance amending Sections 31.02 (B)(12) and 31.05 of the Salaries and Benefits Code of the City of Medina, Ohio relative to the Law Department.

(emergency clause requested)

Ord. 8-19

An Ordinance amending Ordinance No. 195-18, passed December 10, 2018. (Amendments to 2019 Budget)

Council comments.

Adjournment.

MEDINA CITY COUNCIL
Monday, December 10, 2018

Opening:

Medina City Council met in regular, open session on Monday, December 10, 2018. The meeting was called to order at 7:30 p.m. by President of Council John Coyne. Members of the Kiwanis Kids Club from Northrop Elementary School led the Pledge of Allegiance.

Roll Call:

The roll was called with the following members of Council present D. Simpson, B. Starcher, J. Coyne, E. Heffinger, B. Lamb, P. Rose and J. Shields.

Also present were the following members of the Administration: Mayor Dennis Hanwell, Keith Dirham, Greg Huber, Patrick Patton, Nino Piccoli, Chief Kinney, Chief Painter, Dan Gladish, Kimberly Marshall, Mike Wright, and Jonathon Mendel.

Minutes:

Mr. Shields moved that the minutes from the regular meeting on Monday, November 26, 2018 as prepared and submitted by the Clerk be approved. The roll was called and the minutes were approved by the yeas of B. Starcher, J. Coyne, E. Heffinger, B. Lamb, P. Rose, J. Shields and D. Simpson.

Reports of Standing Committees:

Finance Committee: Mr. Coyne stated the Finance Committee met prior to the Council meeting this evening and there is several items they discussed that will be on the next council agenda which will be in 2019.

Health, Safety & Sanitation Committee: Mr. Simpson is planning on scheduling a meeting in January 2019.

Public Properties Committee: Mr. Shields had no report and no meeting scheduled.

Special Legislation Committee: Mr. Lamb had no report.

Streets & Sidewalks Committee: Mr. Heffinger had no report but will schedule a meeting in January 2019.

Emerging Technologies Committee: Mr. Rose had no report and no meeting scheduled.

Water & Utilities Committee: No report.

Requests for Council Action:

- 18-213-12/10 – Renew Public Defender Contract
- 18-214-12/10 – Increase P.O. #2018-1244 – CT Consultants – PY16 CHIP
- 18-215-12/10 – Budget Amendments
- 18-216-12/10 – Authorize Fund Advances
- 18-217-12/10 – Lindenwood Lake Dam & Outlet Structure – Discussion
- 18-218-12/10 – Bids, W. Smith Reconstruction, Phase 3
- 18-219-12/10 – City Hall Parking Structure – Discussion and Update
- 18-220-12/10 – Purchase 2019 Ford F250 Supercab – Parks

- 18-221-12/10 – Job Creation Grant – Ravago Americas, LLC
- 18-222-12/10 – Increase Expenditure – R & R Truck Sales – Sanitation
- 18-223-12/10 – Amend Ord. 150-18, Community Revitalization District
- 18-224-12/10 – Amend P&Z Code, Various Text Amendments
- 18-225-12/10 – Amend S&B Code, Approve Job Descriptions – Sanitation
- 18-226-12/10 – Addition of additional Part-time Law Clerk
- 18-227-12/10 – Increase Expenditure – Northwest Servicers, Inc. – Sanitation
- 18-228-12/10 – Increase Expenditure – Walter & Haverfield - Law

Reports of Municipal Officers:

Dennis Hanwell, Mayor, reported the following:

- 1) Bicentennial Community events:
Friday November 30th, 5 p.m. – 7 p.m. concluding event for Bicentennial year at United Church of Christ Congregational. A “Birthday Party” type event for our community to celebrate Medina’s 200th birthday. Well attended, 250 people for party/photo.
- 2) Traffic pattern change - left turn only lane in 200 block of East Liberty, between Broadway and Jefferson, will change to left turn and straight through lane to permit more stacking of vehicles and better use of existing roadway. Signs and pavement markings have been applied.
- 3) Proclamation to Bicentennial Committee and Chairman Roger Smalley.
- 4) Proclamation to Coach Simon Spelling and the Medina Boys Soccer STATE CHAMPIONS. Congratulations!
- 5) Merry Christmas and Happy Holidays to all!

Keith Dirham, Finance Director, Mr. Dirham reported there are a few things that originated with Finance including passing the budget tonight.

Greg Huber, Law Director, had no report.

Chief Kinney, Police Department, had no report.

Kimberly Marshall, Economic Development Director, had no report.

Jonathan Mendel, Planning Community Director, had no report.

Chief Painter, Fire Department, had no report.

Mike Wright, Recreation Center Director, stated the 2019 Winter Program Brochure will be online by Wednesday, December 12th and inserted in the Post on Saturday, December 15th. Hard copies are available at the Rec Center on Sunday, December 16th. The next Rec Advisory Board meeting is Thursday, December 20th at 7:30 a.m. at the Recreation Center.

Jansen Wehrley, Parks and Recreation Director, Jansen thanked the Medina Sunrise Rotary for their contributions to the renovation of the pavilion at Reagan Park.

Dan Gladish, Building Official, had no report.

Patrick Patton, City Engineer, stated in September Council passed an Ordinance authorizing them to apply for a grant to help pay for the cost of a project for a culvert replacement on North Broadway and a bridge replacement on Spring Grove and he is happy to report they did receive that grant for a total of \$478,000.

Nino Piccoli, Service Director, Nino reported that the Leaf Program will end this Friday, December 14th. Folks can still bag leaves and they will pick them up after the 14th.

Notices, Communications and Petitions

Liquor Permit:

Not to object to the transfer of a C2 and C2X permit from TA Operating LLC dba Minit Mart, 1010 W. Lafayette Rd. to Minit Mart LLC dba Minit Mart, 1010 W. Lafayette Rd. Mr. Shields moved not to object, seconded by Mr. Simpson and approved by the yea votes of J. Coyne, E. Heffinger, B. Lamb, P. Rose, J. Shields, D. Simpson and B. Starcher.

Liquor Permit:

Not to object to the transfer of a C1 and C2 permit from TA Operating LLC dba Minit Mart, 1033 S. Court St. to Minit Mart LLC dba Minit Mart, 1033 S. Court St. Mr. Shields moved not to object, seconded by Mr. Simpson and approved by the yea votes of E. Heffinger, B. Lamb, P. Rose, J. Shields, D. Simpson, B. Starcher and J. Coyne.

Liquor Permit:

Not to object to the transfer of a C1 and C2 permit from TA Operating LLC dba Minit Mart, 828 W. Liberty St. to Minit Mart LLC dba Minit Mart, 828 W. Liberty St. Mr. Shields moved not to object, seconded by Mr. Simpson and approved by the yea votes of B. Lamb, P. Rose, J. Shields, D. Simpson, B. Starcher, J. Coyne and E. Heffinger.

Unfinished Business:

There were none.

Introduction of Visitors:

Northrop Elementary Kiwanis K Kids Club -- Teacher Cyndi McClintock

Introduction and Consideration of Ordinances and Resolutions:

Res. 183-18:

A Resolution commending the Medina High School Boys Soccer Team for their 2017-2018 Championship Season. Mr. Shields moved for the adoption of Ordinance/Resolution No. 183-18, seconded by Mr. Simpson. Mr. Simpson stated how proud they all are of the Medina High School Boys Soccer Team. Mr. Coyne stated they will remember this for the rest of their lives. The roll was called and Ordinance/Resolution No. 183-18 passed by the yea votes of P. Rose, J. Shields, D. Simpson, B. Starcher, J. Coyne, E. Heffinger and B. Lamb.

Ord. 184-18:

An Ordinance authorizing the Mayor to enter into a contact with Medical Mutual of Ohio for Healthcare Insurance for the employees of the City of Medina. Mr. Shields moved for the adoption of Ordinance/Resolution No. 184-18, seconded by Mr. Simpson. Mr. Shields moved that the emergency clause be added to Ordinance/Resolution No. 184-18, seconded by Mr. Simpson. Mayor Hanwell stated the emergency clause is needed because they switched to Medical Mutual in January of this year they were trying to get ten months' worth of data to analyze before they would give us a renewal price. 2017 had 0% increase in premiums, 2018 received a 7.5% reduction, and 2019 will receive a 4.5% reduction. Mayor Hanwell strongly feels the Healthy Medina Program is helping, especially with claims. The roll was called on adding the emergency clause and was approved by the yea votes of D. Simpson, B. Starcher, J. Coyne, E. Heffinger, B. Lamb, P. Rose and J. Shields. The roll was called and Ordinance/Resolution No. 184-18 passed by the yea votes of J. Shields, D. Simpson, B. Starcher J. Coyne, E. Heffinger, B. Lamb and P. Rose.

Ord. 185-18:

An Ordinance authorizing the expenditure of \$20,000.00 to the Medina County Office of Older Adults for meals and related services for the year 2019. Mr. Shields moved for the adoption of Ordinance/Resolution No. 185-18, seconded by Mr. Simpson. Mayor Hanwell reported this is the second year the City of Medina has contributed. The Office of Older Adults does a good job of giving us a monthly report on the number of meals served to city residents. Mr. Rose challenged council members to come up with their own check to give to this organization. The roll was called and Ordinance/Resolution No. 185-18 passed by the yea votes of B. Starcher, J. Coyne, E. Heffinger, B. Lamb, P. Rose, J. Shields and D. Simpson.

Ord. 186-18:

An Ordinance amending Section 31.02 (E) of the Salaries and Benefits Code of the City of Medina, Ohio relative to the salary schedule for part-time employees of the Medina Community Recreation Center affected by the Ohio Minimum Wage increase. Mr. Shields moved for the adoption of Ordinance/Resolution No. 186-18, seconded by Mr. Simpson. Mr. Shields moved that the emergency clause be added to Ordinance/Resolution No. 186-18, seconded by Mr. Simpson. Mr. Wright stated this is for their yearly request to adjust their part-time payscale according to the minimum wage increase for 2019. This increase alone will cost the rec center budget \$11,000.00 in wages and is a mandatory increase. Emergency is needed due to this being mandated for January 1, 2019. The roll was called on adding the emergency clause and was approved by the yea votes of E. Heffinger, B. Lamb, P. Rose, J. Shields, D. Simpson, B. Starcher and J. Coyne. The roll was called and Ordinance/Resolution No. 186-18 passed by the yea votes of J. Coyne, E. Heffinger, B. Lamb, P. Rose, J. Shields, D. Simpson and B. Starcher.

Ord. 187-18:

An Ordinance authorizing a water service connection at 5390 Lake Road in Lafayette Township. Mr. Shields moved for the adoption of Ordinance/Resolution No. 187-18, seconded by Mr. Simpson. Mr. Piccoli stated the owner of the property requested service from the City of Medina but property is in Lafayette Township near the city line. The well currently on this property is not functioning properly and the county does not have a water main in the area. The owner will be subjected to the outside of the city rate of 45% higher and he is aware of the same. The roll was

called and Ordinance/Resolution No. 187-18 passed by the yea votes of B. Lamb, P. Rose, J. Shields, D. Simpson, B. Starcher, J. Coyne and E. Heffinger.

Res. 188-18:

A Resolution supporting the Medina City Schools Board of Education grant application for the Eliza Northrop Trail Connector to Reagan Park. Mr. Rose moved for the adoption of Ordinance/Resolution No. 188-18, seconded by Mr. Simpson. Mr. Rose moved that the emergency clause be added to Ordinance/Resolution No. 188-18, seconded by Mr. Simpson. Mr. Wehrley stated the Medina City Schools filed a grant application through the Ohio Department of Natural Resources Land and Water Conservation Fund for the construction of a trail linking Reagan Park to Eliza Northrop Elementary School. They've engaged an engineering firm and environmental design group to examine sight conditions, prepare drawings and specifications for the trail. The Parks Department supports this project. Emergency is needed due to the application dead line. Mr. Shields will abstain due to employment. D. Simpson, B. Starcher J. Coyne, E. Heffinger, B. Lamb and P. Rose. J. Shields abstained. The roll was called on adding the emergency clause and was approved by the yea votes of The roll was called and Ordinance/Resolution No. 188-18 passed by the yea votes of P. Rose, D. Simpson, B. Starcher, J. Coyne, E. Heffinger and B. Lamb. J. Shields abstained.

Ord. 189-18:

An Ordinance authorizing an expenditure not to exceed \$66,500.00 to Epic Aviation LLC for the purchase of Jet-A Fuel at the Medina Municipal Airport. Mr. Shields moved for the adoption of Ordinance/Resolution No. 189-18, seconded by Mr. Simpson. Mr. Dirham stated this will be for the purchase of fuel. The fuel is sold usually at a profit. The roll was called and Ordinance/Resolution No. 189-18 passed by the yea votes of D. Simpson, B. Starcher, J. Coyne, E. Heffinger, B. Lamb, P. Rose and J. Shields.

Ord. 190-18:

An Ordinance amending Ordinance No. 75-17, passed May 22, 2017, authorizing the Mayor to execute a Memorandum of Understanding to the Collective Bargaining Agreement between the City of Medina and the Teamsters Local Union 436. Mr. Shields moved for the adoption of Ordinance/Resolution No. 190-18, seconded by Mr. Simpson. Mr. Piccoli stated they had an employee retire and administration decided to not have the position filled but eliminated while vacant. There is an employee serving in the capacity of a construction inspector whose duties and work load have increased so this agreement allows for a minor adjustment with respect to the pay as a result of the afore mentioned. The roll was called and Ordinance/Resolution No. 190-18 passed by the yea votes of B. Starcher, J. Coyne, E. Heffinger, B. Lamb, P. Rose, J. Shields and D. Simpson.

Res. 191-18:

A Resolution authorizing the Mayor to enter into agreements with the Medina County Commissioners and the Medina County Public Defender Commission so as to provide legal counsel to indigent persons charged with a violation of the City's Ordinances. Mr. Shields moved for the adoption of Ordinance/Resolution No. 191-18, seconded by Mr. Simpson. Mr. Shields moved that the emergency clause be added to Ordinance/Resolution No. 191-18, seconded

by Mr. Simpson. Mr. Huber reported that the State of Ohio requires that the City enter into an agreement on a yearly basis with the Public Defenders' Office so that the Public Defender can provide legal assistance to indigent persons. Mr. Huber stated the emergency clause is needed due to contract time lines. The roll was called on adding the emergency clause and was approved by the yea votes of E. Heffinger, B. Lamb, P. Rose, J. Shields, D. Simpson, B. Starcher and J. Coyne. The roll was called and Ordinance/Resolution No. 191-18 passed by the yea votes of J. Coyne, E. Heffinger, B. Lamb, P. Rose, J. Shields, D. Simpson and B. Starcher.

Ord. 192-18:

An Ordinance increasing the expenditure to CT Consultants for the soft costs related to the implementation and administration of the PY16 Community Housing Impact and Preservation Program (CHIP) Grant. Mr. Shields moved for the adoption of Ordinance/Resolution No. 192-18, seconded by Mr. Simpson. Mr. Shields moved that the emergency clause be added to Ordinance/Resolution No. 192-18, seconded by Mr. Simpson. Mr. Mendel stated this is to increase the existing P.O. by \$7,800.00. More projects/houses were under the CHIP Program than were in the targeted goals of the grant agreement with the State of Ohio and so with that comes more soft costs through the administration of the grant by CT Consultants. Emergency is needed because this is part of the close out for the PY16 CHIP Grant and all invoices need paid out by December 15th this year. The roll was called on adding the emergency clause and was approved by the yea votes of P. Rose, J. Shields, D. Simpson, B. Starcher, J. Coyne, E. Heffinger and B. Lamb. The roll was called and Ordinance/Resolution No. 192-18 passed by the yea votes of B. Lamb, P. Rose, J. Shields, D. Simpson, B. Starcher, J. Coyne and E. Heffinger.

Ord. 193-18:

An Ordinance amending Ordinance No. 177-17, passed December 11, 2017. (Amendments to 2018 Budget) Mr. Shields moved for the adoption of Ordinance/Resolution No. 177-18, seconded by Mr. Simpson. Mr. Dirham stated these are amendments to the budget, mostly year end clean up stuff and some pass through items and advances. The roll was called and Ordinance/Resolution No. 177-18 passed by the yea votes of J. Shields, D. Simpson, B. Starcher, J. Coyne, E. Heffinger, B. Lamb and P. Rose.

Ord. 194-18:

An Ordinance authorizing the Finance Director to cash out 293.5 hours of Sick Time for Cory Clifford at one hundred percent (100%) of his current rate of pay. Mr. Shields moved for the adoption of Ordinance/Resolution No. 194-18, seconded by Mr. Simpson. Mr. Shields moved that the emergency clause be added to Ordinance/Resolution No. 194-18, seconded by Mr. Simpson. Mr. Dirham stated this is to correct a payroll error. Emergency clause needed since the error has already occurred. The roll was called on adding the emergency clause and was approved by the yea votes of B. Starcher, J. Coyne, E. Heffinger, B. Lamb, P. Rose, J. Shields and D. Simpson. The roll was called and Ordinance/Resolution No. 194-18 passed by the yea votes of D. Simpson, B. Starcher, J. Coyne, E. Heffinger, B. Lamb, P. Rose and J. Shields.

Ord. 195-18:

An Ordinance to make appropriations for current expenses and other expenditures of the City of Medina, Ohio for the fiscal year ending December 31, 2019. Mr. Shields moved for the

adoption of Ordinance/Resolution No. 195-18, seconded by Mr. Simpson. Mr. Dirham stated that this is the budget for next year. The roll was called and Ordinance/Resolution No. 195-18 passed by the yeas votes of J. Coyne, E. Heffinger, B. Lamb, P. Rose, J. Shields, D. Simpson and B. Starcher.

Res. 196-18:

A Resolution adopting a Five-Year Budget for the City of Medina, Ohio for the period beginning January 1, 2019 through December 31, 2023. Mr. Shields moved for the adoption of Ordinance/Resolution No. 196-18, seconded by Mr. Simpson. Mr. Dirham stated that this is the rest of the 5 year plan. The roll was called and Ordinance/Resolution No. 196-18 passed by the yeas votes of E. Heffinger, B. Lamb, P. Rose, J. Shields, D. Simpson, B. Starcher and J. Coyne.

Ord. 197-18:

An Ordinance authorizing the Finance Director to make certain Fund Advances.

Mr. Shields moved for the adoption of Ordinance/Resolution No. 197-18, seconded by Mr. Simpson. Mr. Dirham stated they are rolling over advances. The roll was called and Ordinance/Resolution No. 197-18 passed by the yeas votes of B. Lamb, P. Rose, J. Shields, D. Simpson, B. Starcher, J. Coyne and E. Heffinger.

Ord. 198-18:

An Ordinance amending Ordinance No. 150-18, passed October 9, 2019 relative to the City of Medina Revitalization District. Mr. Shields moved for the adoption of Ordinance/Resolution No. 198-18, seconded by Mr. Simpson. Mr. Shields moved that the emergency clause be added to Ordinance/Resolution No. 198-18, seconded by Mr. Simpson. Mrs. Marshall reported they realized the footprint of the Revitalization District is 89 acres and not 86.7 acres. This request is to amend the ordinance. Emergency clause is requested because of application timeliness. The roll was called on adding the emergency clause and was approved by the yeas votes of J. Shields, D. Simpson, B. Starcher, J. Coyne, E. Heffinger, B. Lamb and P. Rose. The roll was called and Ordinance/Resolution No. 198-18 passed by the yeas votes of P. Rose, J. Shields, D. Simpson, B. Starcher, J. Coyne, E. Heffinger and B. Lamb.

Council Comments:

Mr. Simpson wished everyone on council and the administration a Merry Christmas and Happy New Year. Dennie thanked everyone for their hard work over the last year and said he appreciates what they do to make the city of Medina what it is. Wednesday, December 12th they are having a staff Christmas lunch for the employees of the City of Medina, it's supported by members of city council, members of the administration, department heads and some business community leaders. It's a time to give thanks to our employees for a job well done.

Mr. Heffinger stated that earlier the students of Eliza Northrop were talking about how great this community is to live in and how thankful they are and they are so right. It is an amazing community and it's because of the people that are here. Eric is honored to have been chosen to fill a council seat and do his job as a councilman. He thanked everyone and wished all a Merry Christmas.

Mr. Lamb echoed what Dennie said. Bill spoke of the Bicentennial committee and Roger Smalley

Medina City Council
December 10, 2018

and all the work that's been done for the community.

Mr. Rose also spoke graciously of the Bicentennial Committee. Paul thanked the staff and administration for another great year. Merry Christmas and Happy New year to all.

Mr. Starcher thanked everyone for accepting him in his new council position. He appreciates all the administration and department heads for the great job they do year round. Merry Christmas and God bless everyone.

Mr. Coyne thanked the administration and Kathy Patton for putting up with them. John reminded everyone that the organizational meeting will be Monday, January 7th at 6 p.m.

Adjournment:

There being no further business before Council, the meeting adjourned at 8:40 p.m.

Kathy Patton, Clerk of Council

John M. Coyne, President of Council

MEDINA CITY COUNCIL

January 7, 2019

Special Session - Organizational Meeting

Opening:

After due notice according to law, Medina City Council met in special, open session January 7, 2019. The meeting was called to order at 6:00 p.m. by President of Council John Coyne who also led the pledge of allegiance.

Invocation:

The invocation was offered by Deacon Paul Kipfstuhl of St. Francis Xavier Church.

Roll Call:

President Coyne called for the roll call and the following members of Council were present J. Coyne, E. Heffinger, B. Lamb, P. Rose, J. Shields, D. Simpson and B. Starcher.

Confirmation of Council Appointments:

Archive Commission:

Beth Biggins Ramer – Council Representative – Exp. 12/31/21

Jim Shields – Member of Council Representative – Exp. 12/31/21

Mr. Shields moved to confirm the Archive Commission appointments, seconded by Mr. Simpson. The roll was called and the appointments were approved by the yea votes of E. Heffinger, B. Lamb, P. Rose, J. Shields, D. Simpson, B. Starcher and J. Coyne.

CRA Housing

Bob Starcher – Member of Council Representative – Exp. 12/31/21

Mr. Shields moved to confirm the CRA Housing appointment, seconded by Mr. Simpson. The roll was called and the appointments were approved by the yea votes of B. Lamb, P. Rose, J. Shields, D. Simpson, B. Starcher, J. Coyne and E. Heffinger.

Strategic Plan Advisory Committee:

Alyssa Williams – Ward 1 Representative – Exp. 12/31/22

Clay Benjamin – Ward 2 Representative – Exp. 12/31/22

Nicole Glatz – Ward 3 Representative – Exp. 12/31/22

Paul Pfeiffer – Ward 4 Representative – Exp. 12/31/22

Jim Gerspacher – At-Large Representative – Exp. 12/31/22

Mr. Shields moved to confirm the Strategic Plan Advisory appointments, seconded by Mr. Simpson. The roll was called and the appointments were approved by the yea votes of P. Rose, J. Shields, D. Simpson, B. Starcher, J. Coyne, E. Heffinger and B. Lamb.

Confirmation of President of Council Appointments:

Community Investment Corporation:

Jim Shields – Treasurer – Exp. 12/31/20

Paul Rose – Vice President - Exp. 12/31/20

Rick Dilsaver - Exp. 12/31/20

MEDINA CITY COUNCIL
Special Session, Organizational Meeting

January 7, 2019

Mr. Shields moved to confirm the President of Council appointments for the Community Investment Corporation, seconded by Mr. Simpson. The roll was called and the appointments were approved by the yea votes of J. Shields, D. Simpson, B. Starcher J. Coyne, E. Heffinger, B. Lamb and P. Rose.

Strategic Plan Advisory Committee:
John Coyne - Exp. 12/31/22
Jim Shields - Exp. 12/31/22

Mr. Shields moved to confirm the President of Council appointments for Strategic Plan Advisory Committee, seconded by Mr. Simpson. The roll was called and the appointments were approved by the yea votes of D. Simpson, B. Starcher, J. Coyne, E. Heffinger, B. Lamb, P. Rose and J. Shields.

Council Committee Appointments – See attached sheet, Exhibit A

Mr. Shields moved to confirm the Council Committee Appointments, seconded by Mr. Simpson. The roll was called and the appointments were approved by the yea votes of B. Starcher, J. Coyne, E. Heffinger, B. Lamb, P. Rose, J. Shields and D. Simpson.

Confirmation of Mayoral Appointments:

See attached sheet, Exhibit B

Mr. Shields moved to confirm the Mayoral appointments as presented, seconded by Mr. Simpson. The roll was called and the appointments were approved by the yea votes of J. Coyne, E. Heffinger, B. Lamb, P. Rose, J. Shields, D. Simpson and B. Starcher.

Consideration of Council Rules:

Mr. Coyne entertained a motion for the re-adoption of Section 111.06 of the Codified Ordinances, the Rules of Council, as presented.

Mr. Shields moved for the re-adoption of the Rules of Council as presented, seconded by Mr. Simpson. The role was called and the Council Rules were re-adopted by the yea votes of E. Heffinger, B. Lamb, P. Rose, J. Shields, D. Simpson, B. Starcher and J. Coyne.

Adjournment:

There being no further business, the meeting was adjourned at 6:10 p.m.

Kathy Patton, Clerk of Council

John M. Coyne, President of Council

Exhibit A

2019 MEDINA CITY COUNCIL COMMITTEES

FINANCE

John Coyne, Chair (19)
Bill Lamb (19)
Bob Starcher (21)
Jim Shields (19)
Paul Rose (21)
Dennie Simpson (19)
Eric Heffinger (21)

SPECIAL LEGISLATION

Bill Lamb, Chair
Eric Heffinger
Paul Rose

HEALTH, SAFETY & SANITATION

Dennie Simpson, Chairman
Bob Starcher
Paul Rose

STREETS & SIDEWALKS

Eric Heffinger, Chair
Paul Rose
Bill Lamb

PUBLIC PROPERTIES

Jim Shields, Chair
Bob Starcher
Dennie Simpson

WATER & UTILITIES

Bob Starcher, Chair
Jim Shields
Dennie Simpson

EMERGING TECHNOLOGIES

Paul Rose, Chair
John Coyne
Jim Shields

2019 MAYORAL APPOINTMENTS
(To be confirmed by Council)

<u>Board/Commission</u>	<u>Name/Expiration Date</u>
Archive Commission	Roger Smalley – Exp. 12/31/21
Board of Zoning Appeals	Paul Rozak – Exp. 12/31/21 Rob Henwood – Exp. 12/31/21
Business Development Committee	Ron Paydo – Exp. 12/31/22
Cemetery Commission	Greg Walter – Exp. 12/31/22
Community Investment Corp.	Bert Humpal – Exp. 12/31/20
Community Reinvestment Area Housing Council	Megan Harbath – Exp. 12/31/21 Rex Demczyk – Exp. 12/31/21
Economic Development Committee	Ron Paydo – Exp. 12/31/22
Historic Preservation Board	Elizabeth Biggins-Ramer – Exp. 12/31/22
JEDD Board	Dave Chambers – Exp. 12/31/22
Planning and Zoning Commission	Bruce Gold – Exp. 12/31/22 Rick Grice – Exp. 12/31/22
Records Commission	Mike Ryan – Exp. 12/31/19
Shade Tree Commission	Ben Ott – Exp. 12/31/22
Strategic Plan Advisory Committee	Nino Piccoli – Exp. 12/31/22 Mayor Hanwell – Exp. 12/31/22
Uptown Park Advisory Committee	Dave McCarthy – Exp. 12/31/20
Utility Rate Review Commission	Jim Monhollen – Exp. 12/31/21 Christopher Gates – Exp. 12/31/21 Dave Mueller – Exp. 12/31/21

NOTICE TO LEGISLATIVE
AUTHORITY

OHIO DIVISION OF LIQUOR CONTROL
6606 TUSSING ROAD, P.O. BOX 4005
REYNOLDSBURG, OHIO 43068-9005
(614)644-2360 FAX(614)644-3166

TO

7403935		NEW	RIVALRY BREWS LLC DBA RIVALRY BREWS 124 LAFAYETTE RD STE 1 MEDINA OH 44256
PERMIT NUMBER		TYPE	
ISSUE DATE			
12 11 2018			
FILING DATE			
C1			
PERMIT CLASSES			
52	077	C	C16578
TAX DISTRICT			RECEIPT NO.

FROM 12/21/2018

PERMIT NUMBER		TYPE	RECEIVED DEC 26 2018 BY: _____
ISSUE DATE			
FILING DATE			
PERMIT CLASSES			
TAX DISTRICT		RECEIPT NO.	



MAILED 12/21/2018

RESPONSES MUST BE POSTMARKED NO LATER THAN.

01/22/2019

IMPORTANT NOTICE

PLEASE COMPLETE AND RETURN THIS FORM TO THE DIVISION OF LIQUOR CONTROL
WHETHER OR NOT THERE IS A REQUEST FOR A HEARING.
REFER TO THIS NUMBER IN ALL INQUIRIES **C NEW 7403935**

(TRANSACTION & NUMBER)

(MUST MARK ONE OF THE FOLLOWING)

WE REQUEST A HEARING ON THE ADVISABILITY OF ISSUING THE PERMIT AND REQUEST THAT
THE HEARING BE HELD IN OUR COUNTY SEAT. IN COLUMBUS.

WE DO NOT REQUEST A HEARING.

DID YOU MARK A BOX? IF NOT, THIS WILL BE CONSIDERED A LATE RESPONSE.

PLEASE SIGN BELOW AND MARK THE APPROPRIATE BOX INDICATING YOUR TITLE:

(Signature)

(Title) - Clerk of County Commissioner

(Date)

Clerk of City Council

Township Fiscal Officer

CLERK OF MEDINA CITY COUNCIL
132 NORTH ELMWOOD AVENUE
MEDINA OHIO 44256

ORDINANCE NO. 1-19

AN ORDINANCE AUTHORIZING THE JOB CREATION GRANT AGREEMENT FOR RAVAGO AMERICAS LLC.

WHEREAS: Ordinance No. 154-07, passed September 24, 2007, adopted a Job Creation Grant Program for the City of Medina, Ohio to provide incentives to businesses to retain, create and expand employment opportunities within the City of Medina without utilizing tax revenues or impacting negatively upon the local school system; and

WHEREAS: Ordinance No. 194-14, passed November 24, 2014, adopted new guidelines effective December 24, 2014; and

WHEREAS: As part of said Job Creation Grant Program, a Business Development Committee was established to review applications and annually review each approved grant for adherence to their grant agreement; and

WHEREAS: The Business Development Committee recommended the attached grant agreement for Ravago Americas LLC.

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

SEC. 1: That the Job Creation Grant Agreement #JCG19 for Ravago Americas LLC is hereby authorized.

SEC. 2: That the Mayor is hereby authorized to execute all documentation associated with the Grant.

SEC. 3: That a copy of the Job Creation Grant Agreement is marked Exhibit A, attached hereto and incorporated herein.

SEC. 4: That it is found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with the law.

SEC. 5: That this Ordinance shall be in full force and effect at the earliest period allowed by law.

PASSED: _____

SIGNED: _____

President of Council

ATTEST: _____

APPROVED: _____

Clerk of Council

SIGNED: _____

Mayor

PLEASE REVIEW THE EMPLOYMENT AND PAYROLL NUMBERS FOR CONSISTENCY WITH YOUR APPLICATION FORM. THESE NUMBERS WILL BECOME YOUR COMPANY'S COMMITMENT TO THE CITY OF MEDINA.

EXHIBIT A

GRANT# JCG19-Ravago Americas, LLC
(Administrative Only)

JOB CREATION GRANT AGREEMENT

This Agreement made and entered into by and between the CITY OF MEDINA, OHIO, a municipal corporation, with its main offices located at 132 North Elmwood Avenue, Medina, Ohio 44256 (hereinafter referred to as "Medina") and Ravago Americas, LLC with its main offices located at 1900 Summit Tower Blvd., Suite 900, Orlando, FL 32810(hereinafter referred to as "Company), and is dated as of _____.

WITNESSETH:

WHEREAS, Medina has encouraged the creation and retention of new job opportunities throughout the City of Medina; and

WHEREAS, Ravago Americas, LLC is desirous of locating in the City of Medina and will be constructing a new 506,000 sq. ft. plastics distribution facility located at 5192 Lake Road, Medina, Ohio to create 75 new full time employment opportunities (hereinafter sometimes referred to as the "PROJECT") within the boundaries of the City of Medina, provided that the appropriate development incentives are available to support the economic viability of said PROJECT; and

WHEREAS, the Council of the City of Medina, Ohio by Ordinance No. 154-07 adopted September 25, 2007 created the Job Creation Grant Program pursuant to Article XVIII, Section 3 and Article VIII, Section 13 of the Ohio Constitution; and

WHEREAS, the City of Medina, having the appropriate authority for the stated type of program, is desirous of providing Ravago Americas, LLC with incentives available for the development of the PROJECT; and

WHEREAS, Ravago Americas, LLC has submitted a proposed Agreement application (herein attached as Exhibit A1) to the City of Medina (said application hereinafter referred to as "Application"); and

WHEREAS, Ravago Americas, LLC has remitted the required application fee of \$ 500.00 made payable to the City of Medina; and

WHEREAS, the Business Development Committee of the City of Medina has investigated the application of Ravago Americas, LLC and has recommended the same to Medina City Council on the basis that Ravago Americas, LLC is qualified by financial responsibility and business experience to create employment opportunities in the City of Medina and improve the economic climate of Medina; and

NOW, THEREFORE, in consideration of the mutual covenants hereinafter contained and the benefit to be derived by the parties from the execution hereof, the parties herein agree as follows:

1. Description of the Project.

- A. Ravago Americas, LLC shall construct a new 506,000 sq. ft. plastics distribution facility

2. Project Investment.

- A. The PROJECT will involve a total investment, plus or minus 10%, by the Property Owner of \$97,450,000(dollars) the PROJECT.
- B. The PROJECT will involve a total investment, plus or minus 10%, by Ravago Americas, LLC as follows:

1. New Machinery and Equipment	\$	20,000,000.00
2. New Furniture & Fixtures	\$	450,000.00
3. Land/Building Acquisition	\$	2,000,000.00
4. Construction of facility / improvements	\$	50,000,000.00
5. Inventory	\$	<u>25,000,000.00</u>
TOTAL	\$	97,450,000.00

- C. Construction of the addition will begin approximately June, 2018 and will be completed approximately August 2019.

3. Job Creation and Retention.

- A. Ravago Americas, LLC shall create in the City of Medina within a time period not exceeding **36** months after the occupation of the aforesaid facility, the equivalent of **75** new full-time permanent job opportunities in the City of Medina.

- 1) Ravago Americas, LLC schedule for hiring permanent full time employees is as follows:

<u>Year</u>	<u>Number of Jobs New to Medina</u>
1	55
2	10
3	10

- B. The job creation period begins approximately July, 2019 and all jobs will be in place by January 1, 2021.
- C. The Company currently has 0 employees at the project site. The Company currently has 0 employees in the City of Medina. In total, the Company has 127 full-time permanent employees in the State of Ohio.
- D. The increase in the number of employees new to the City of Medina will result in approximately \$2,710,166.00 of additional annual payroll in the City of Medina when the projected maximum employment level is achieved.
- E. The retention of the existing jobs in Medina will maintain the current annual payroll in Medina of \$ 0.

4. Issuance of Grant.

- A. The City of Medina hereby grants a Job Creation Grant based upon the creation of new payroll and jobs in the City of Medina, and the implementation of the PROJECT, according to the schedules contained herein in Section 4(C).

<u>Years</u>	<u>Amount of Grant as a Percentage</u> <u>Payroll Taxes New to Medina</u>
5	40%

Funding for the grant issued herein shall only be from the following non-tax revenue sources: interest income, permit fees, activity fees, service charges, and tax incentive application and monitoring fees.

- B. For purposes of calculating the amount of the grant, the new payroll upon which the grant is based may not exceed 25% above the maximum payroll projected in Section 3(D) above. The grant amount shall be based on the current 1.25% income tax rate. The maximum grant amount in any year shall be **\$16,938.54. (maximum NEW PAYROLL projection x 125% X 1.25% x 40% of grant)**
- C. To receive a grant in any given year, Ravago Americas, LLC must retain full time permanent jobs existing in Medina prior to the Agreement.

- (1) If Ravago Americas, LLC does not achieve at least 90% of new payroll projections, Ravago Americas, LLC shall receive reduced incentives according to the schedule below:

<u>% of New Payroll Projection Achieved</u>	<u>Amount of Grant as a Percentage of Payroll Taxes New to Medina</u>
90-100%	full grant
85-89%	reduce grant by 5% (Ex.: 40% grant reduced to 35%)
80-84%	reduce grant by 10% (Ex.: 40% grant reduced to 30%)
75-79%	reduce grant by 15%
Less than 75%	no grant for that year; and

- (2) If Ravago Americas, LLC fails to meet 75% of new payroll or new employment projections in any given year, the grant shall not be awarded for that year.
- (3) New payroll is defined as that amount in excess of the amount in Section 3(E) above.

5. Grant Payments.

A. Initial Grant Payment.

- (1) Year 3 projections must be met by December 31, 2022. The initial grant payment shall be made by approximately June 30th, 2023 (following year), provided that Ravago Americas, LLC files its Reconciliation of City Income Tax Withheld Form S-W3 by February 28, 2022, and reconciliation is confirmed by the City of Medina Finance Department.
- (2) If the project start or occupancy of the project facility is delayed, Year 1 may be extended to the following year and the Year 1 projections deadline adjusted accordingly, upon written request by Ravago Americas, LLC to the Economic Development Director, provided that the extension is approved by the Economic Development Director with notice to the Business Development Committee.
- (3) If the project or occupancy of a project facility begins in the third or fourth quarter of the year and Ravago Americas, LLC is not able to meet its Year 1 projections by December 31st of that year, Year 1 will be considered the first full year of occupancy, and the first grant payment will occur in the year following the first full year of the project or occupancy of the project facility.

101, et seq., or such a petition has been filed against **Ravago Americas, LLC**. For the purposes of the certification, delinquent taxes are taxes that remain unpaid on the latest day prescribed for payment without penalty under the chapter of the Revised Code governing payment of those taxes.

10. **Non-Discrimination Hiring**. Medina has developed a policy to ensure recipients of Job Creation Grants practice non-discriminatory hiring in its operations. By executing this Agreement, **Ravago Americas, LLC** is committing to following non-discriminatory hiring practices acknowledging that no individual may be denied employment solely on the basis of race, religion, sex, disability, color, national origin, or ancestry.
11. **Transfer and Assignment**. This Agreement is not transferable or assignable without the express, written approval of Medina. The City of Medina acknowledges that it would be unreasonable to withhold such consent in the event of a proposed transfer or assignment to any parent, subsidiary or affiliate of **Ravago Americas, LLC** or to any third party so long as with respect to all or any of such proposed transfers or assignments, the proposed transferee or assignee adequately and sufficiently demonstrates to the City of Medina, to the City of Medina's reasonable satisfaction, its financial ability, business experience and intentions to continue its operations of the Facility and Project in a manner similar to that of **Ravago Americas, LLC** in all pertinent respects.
12. **Termination or Modification of Incentives**.
 - A. If **Ravago Americas, LLC** fails to meet 75% of new payroll or new employment projections in any given year, the grant shall not be awarded for that year.
 - B. If **Ravago Americas, LLC** fails to meet 75% of new payroll or new employment projections for three consecutive years, this Agreement shall be terminated by the City of Medina.
 - C. If the project does not proceed as specified in Section 5(A)(1) of the Agreement or within the approved one year extension period, the City of Medina may terminate the Agreement upon recommendation of the Business Development Committee.
 - D. If **Ravago Americas, LLC** fails to submit required information and/or reports as set forth in Section 7 above, the City of Medina may terminate or modify this Agreement and deny or modify future grants heretofore granted from the date of **Ravago Americas, LLC's** breach or default.

In the case as provided in this Subsection D, the City of Medina's termination or modification of this Agreement may be instituted only if **Ravago Americas, LLC** fails to cure any breach of any term of this Agreement as determined by

the City of Medina within ten (10) days of receiving written notice of such failure from the City of Medina or, if cure of the breach cannot be completed within ten (10) days, if Ravago Americas, LLC has not made a good faith start of the cure, and/or not diligently pursued same.

- E. Nothing contained in Sections 12(A), 12(B), 12(C), or 12(D) shall permit the City of Medina to recapture or otherwise deny Ravago Americas, LLC the benefit of a grant in respect of any period prior to the date of such termination or modification by the City of Medina.
- F. The City of Medina may terminate or modify this Agreement and may also require the repayment of the full amount of grant payments awarded under this Agreement, upon the occurrence of any of the following:
 - 1) the City of Medina determines that the certification as to delinquent taxes required by this Agreement is fraudulent, or
 - 2) In the event that Ravago Americas, LLC vacates the Facility and/or moves the Project out of the City of Medina or terminates its operations at the Facility altogether during a 8 (numeral) year period beginning on the effective date of this Agreement.

The City of Medina may, absent any legislative action, resolution or court ordered mandate to the contrary, collect any and all grant payments awarded under this Agreement, and Ravago Americas, LLC shall pay directly to the City of Medina or its authorized agent any and all grant payments awarded under this Agreement due on the date Ravago Americas, LLC moves the Project out of the City of Medina or terminates its operations at the Facility altogether during the 8 year period beginning on the effective date of this Agreement; or within ten (10) days from the date Ravago Americas, LLC is notified by the City of Medina that any tax certification is fraudulent.

- G. Ravago Americas, LLC or successor entity shall promptly notify the City of Medina if any of the following events occur:
 - (i) If control of Ravago Americas, LLC or substantially all of its assets located at the Project site is obtained by another entity or shareholders or
 - (ii) If Ravago Americas, LLC merges with another entity or
 - (iii) If Ravago Americas, LLC substantially restructures itself through an acquisition or divestiture or otherwise

and if any of these events affects the ability of Ravago Americas, LLC or its successor entity to perform substantially the obligations of Ravago Americas, LLC under this Agreement and to meet the employment and payroll projections anticipated herein. "Control of Ravago Americas, LLC" for the

purposes of this subsection means that persons and/or entities owning the majority of Company's outstanding voting stock at the date of this Agreement cease to own such or cease to have the unconditional right to elect a majority of Ravago Americas, LLC's board of directors.

- H. Each provision for modification or termination hereunder shall not affect Ravago Americas, LLC's obligations or the City of Medina's rights under any other provision of this Agreement.
13. Fees. Ravago Americas, LLC shall pay an annual fee of \$ 500 (five hundred dollars) in each year that Ravago Americas, LLC has a grant agreement in effect upon notification that such payment is due. The proceeds will be used to defray costs of program administration and to help fund the program.
14. Any notices, statements, acknowledgements, consent approvals, certificates, or requests required to be given on behalf of either party shall be made in writing addressed as follows:

If to the City to: Dennis Hanwell, Mayor
Medina City Hall
132 N. Elmwood Avenue
Medina, Ohio 44256

With a copy to: Director of Law– City of Medina
Gregory Huber
Medina City Hall
132 N. Elmwood Avenue
Medina, Ohio 44256

If to _____ to:

Ravago Americas, LLC

1900 Summit Tower Blvd. Suite 900
Orlando, FL 32810

or such other address as may be noticed.

15. Condition Precedent. Ravago Americas, LLC and Medina acknowledge that this Agreement must be approved by formal action of the legislative authority of the City of Medina as a condition for the Agreement to take effect.

IN WITNESS WHEREOF, the City of Medina, Ohio, by Dennis Hanwell, its Mayor, and pursuant to Ordinance No. 154-07 and **Ravago Americas, LLC**, by **Rebekah S. Shrock**, its **Operations Manager**, have caused this instrument to be executed on the _____ day of _____, 2018.

WITNESSED BY:

WITNESSED BY:

CITY OF MEDINA

By: _____

Title: Mayor

By: _____

Title: _____

The legal form and correctness of the within instrument is hereby approved.

DIRECTOR OF LAW— CITY OF MEDINA

By: _____

Date: _____

RESOLUTION NO. 2-19

**A RESOLUTION REQUESTING THE COUNTY AUDITOR
TO MAKE TAX ADVANCES DURING THE YEAR 2019
PURSUANT TO OHIO REVISED CODE SECTION 321.34.**

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MEDINA, OHIO:

- SEC. 1:** That the County Auditor is hereby requested to draw and the County Treasurer to pay on such draft, to the Director of Finance of the City of Medina, Ohio such money as may be in the county treasury from time to time during the year 2019, to the account of the City of Medina, Ohio and lawfully applicable to the purpose of the current fiscal year in which such request is made. Such payments are to be made from time to time as the Director of Finance may request.
- SEC. 2:** That the Clerk of Council is hereby directed to transmit a certified copy of this resolution to the Medina County Auditor.
- SEC. 3:** That it is found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with the law.
- SEC. 4:** That this Resolution shall be in full force and effect at the earliest period allowed by law.

PASSED: _____

SIGNED: _____

President of Council

ATTEST: _____

APPROVED: _____

Clerk of Council

SIGNED: _____

Mayor

REQUEST FOR ADVANCE OF TAXES COLLECTED
MUNICIPALITIES, SCHOOL DISTRICTS, TOWNSHIPS

Rev. Code Sec. 321.34

To the Auditor of Medina County, Ohio:

Medina, Ohio, 20 19.

YOU ARE HEREBY REQUESTED to issue your warrant upon the County Treasurer of said County in favor of Keith Dirham as Finance Director of The City of Medina in said County for all available Dollars, of the current collection of taxes assessed and collected for and in behalf of said City which shall be held and treated as an advance payment on the current collection of taxes due said City at the ensuing settlement, 20 19, as provided by law.

Pursuant to a Resolution adopted by the Medina City Council, adopted 2-19, 20 19, Resolution No. 2-19.

(President of Board - City - Village Treasurer)

Fiscal Officer/Treasurer

1. Fiscal Officer or Treasurer
2. School District, Township or Municipality
3. District, Township or Municipality
4. Board of Education of said School District, Board of Trustees of said Township, or Council of said Municipality

Res. 2-19



Medina County Auditor

MIKE KOVACK

144 North Broadway St. • Medina, Ohio 44256

Date: December 05, 2018

To: Township Fiscal Officers
Village Clerks
City Finance Directors
Library Treasurers
School Treasurers

From: MaryBeth Guenther, Tax Settlements
Medina County Auditor's Office

Re: Tax Advances (1st half 2019 collection)
(2nd half 2019 collection)

Schedule for Advances on the First Half Tax Collection:

REQUEST SLIP DUE BY

PAYMENT DATES:

THURSDAY: January 17, 2019

FRIDAY: January 25, 2019

FRIDAY: February 08, 2019

FRIDAY: February 22, 2019

FRIDAY: March 08, 2019

Schedule for Advances on the Second Half Tax Collection:

PAYMENT DATES:

FRIDAY: July 5, 2019

FRIDAY: July 19, 2019

FRIDAY: August 2, 2019

Just send in one request slip and a copy of your resolution or ordinance stating that you want the advances for the year of 2019.

There will be seven advances for the year, four the first half and three the second half. Just pass your resolution or ordinance stating you will want all available advances for the year.

If you will not have a meeting until after the first request date, and you want the first advance please call and let me know.

If you have any special needs or questions, please call
330/725-9781

ORDINANCE NO. 3-19

AN ORDINANCE AUTHORIZING THE MAYOR TO ADVERTISE FOR COMPETITIVE BIDS AND TO AWARD A CONTRACT TO THE SUCCESSFUL BIDDER FOR THE WEST SMITH ROAD RECONSTRUCTION PROJECT, PHASE 3.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MEDINA, OHIO:

SEC. 1: That the Mayor is hereby authorized and directed to advertise for competitive bids and to award a contract to the successful bidder for the West Smith Road Reconstruction Project Phase 3 (City Job #1024) in accordance with plans and specifications on file in the office of the Mayor.

SEC. 2: That the estimated cost of the project, in the amount of \$1,647,200.00, is available as follows: \$1,191,594.00 in Account No. 108-0685-54414, and \$455,606.00 from Account No. 380-0685-54414.

SEC. 3: That it is found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with the law.

SEC. 4: That this Ordinance shall be in full force and effect at the earliest period allowed by law.

PASSED: _____

SIGNED: _____
President of Council

ATTEST: _____
Clerk of Council

APPROVED: _____

SIGNED: _____
Mayor

ORDINANCE NO. 4-19

AN ORDINANCE AMENDING SECTION 31.07 OF THE SALARIES AND BENEFITS CODE OF THE CITY OF MEDINA, OHIO RELATIVE TO THE SANITATION DEPARTMENT, AND APPROVING THE REVISED JOB DESCRIPTIONS OF SANITATION SUPERINTENDENT AND FOREMAN.

WHEREAS: At the December 5, 2018 Civil Service Commission meeting the commission approved the revisions to the job descriptions of Sanitation Superintendent and Foreman.

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

SEC. 1: That a copy of the approved job descriptions are marked Exhibits A and B, attached hereto, and incorporated herein.

SEC. 2: That it is found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with the law.

SEC. 3: That this Ordinance shall be in full force and effect at the earliest period allowed by law.

PASSED: _____

SIGNED: _____

President of Council

ATTEST: _____

APPROVED: _____

Clerk of Council

SIGNED: _____

Mayor

THE CITY OF MEDINA
JOB DESCRIPTION

PROPOSED

ORD 4-19
Exh. A

TITLE: Sanitation Superintendent
REPORTS TO: Public Services Director
DEPARTMENT/DIVISION: Sanitation
CIVIL SERVICES STATUS: Classified
JOB STATUS: Full-time
EXEMPT STATUS: Non-exempt

CLASSIFICATION FEATURES: The individual in this classification supervises the work of the sanitation crews engaged in the collection and disposal of solid waste. Work is performed under the general supervision of the Public Services Director, with considerable leeway granted for the exercise of independent judgment. The individual in this classification is responsible for assigning areas of work, communicating standards that are to be met and performing frequent inspections to ensure that standards are being met.

ESSENTIAL JOB FUNCTIONS:

- Determines routes required for department crews to service the City's collection and disposal of solid waste.
- Schedules and assigns crews to collect solid waste as broken down by area.
- Makes frequent inspections of areas covered by Department crews.
- Receives and investigates complaints from citizens of the City and business and industry, making adjustments as required.
- Oversees residential, commercial and industrial accounts that the City services.
- Determines equipment and supply needs, orders supplies and equipment as required and inspects such items upon receipt to ensure they meet City standards.
- Monitors the disposal of materials that might be considered health or fire hazards.
- Schedules maintenance and repair of department equipment as required.**
- Maintains regular and consistent attendance.
- Keeps records and files reports as needed.
- Assists the Public Services Director in preparation of annual Department budget.
- Attends seminars and briefings as required to keep abreast of state, federal and local developments and legislation pertaining to the field of refuse removal/disposal.

Able to perform physical demands that include but are not limited to being able operate heavy equipment and walk during the scheduled shift with bending, stooping, squatting, climbing, twisting, reaching and working in the open on moving vehicles. Able to operate heavy equipment or working

PROPOSED

outside in all types of weather situations and occupational exposure to interaction with citizens. Able to spend time standing and walking throughout the day.

EDUCATION, TRAINING AND EXPERIENCE:

Supervisory experience at the foreman level or considerable experience in refuse collection and disposal.

High school diploma or GED

Any combination of experience and training that provides the required knowledge, skills and abilities.

License:

Valid commercial driver's license issued by the State of Ohio and must remain insurable under the City of Medina's vehicle insurance plan.

QUALIFICATIONS:

Knowledge of:

- Current regulations and procedures in the field of sanitation collection and disposal and removal work;
- Equipment maintenance used in the collection and disposal solid waste;
- Occupational hazards involved with and safety precautions required in sanitation collection and removal work;
- **Operation systems on refuse trucks and equipment;**
- **Microsoft Excel, Word and Outlook.**

Skilled in:

- Supervising workers in the collection and disposal of solid waste from residential and industrial areas;
- **Proficient computer skills.**

Ability to:

- Communicate effectively in writing or orally with co-workers, supervisors and the general public in person or over a telephone or radio.
- Plan, lay-out and supervise the work of Department employees;
- Establish and maintain effective relationships with co-workers, subordinates, and the general public;
- Understand and follow oral and written instructions;
- **Diagnose problems with refuse trucks and equipment in the field;**
- Operate heavy equipment; and
- Observe unsafe conditions of roadways.

PROPOSED

- Operate standard office equipment including but not limited to, personal computer, fax and copy machines, telephone and printers.

PHYSICAL DEMANDS:

~~This position may require an employee to operate heavy equipment or walking during a scheduled shift with bending, stooping, squatting, climbing, twisting, reaching and working in the open on moving vehicles. It involves operating heavy equipment or working outside in all types of weather situations and occupational exposure to interaction with citizens. Time may also be spent standing and walking.~~

ENVIRONMENTAL ELEMENTS:

This position requires the employee to spend time in an office atmosphere, working at a desk and on the telephone. Time may also be spent riding in or driving a heavy vehicle or in inspection of work of employees operating such equipment. This position may require working outside in all types of weather situations and occupational exposure to interaction with citizens.

WORKING CONDITIONS:

May be required to work outside normal business hours, including weekends, evenings and holidays.

EQUIPMENT USED: Computers, printers, fax machines and other office equipment necessary to do the job. May be required to operate various trucks and heavy equipment to assist crews.

ADDITIONAL REQUIREMENTS: The above information on this description has been designed to indicate the general nature and level of work performed by employee(s) within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employees assigned to this job. Employee understands that conditions may require the City to modify this Job Description and that the City reserves the right to exercise its discretion to make such changes.

EMPLOYEE ACKNOWLEDGMENT: _____

DATE: _____

**THE CITY OF MEDINA
JOB DESCRIPTION**

PROPOSED

Ord. 4-19
Exh. B

TITLE: Sanitation Department Foreman
REPORTS TO: Sanitation Superintendent
DEPARTMENT/DIVISION: Sanitation
CIVIL SERVICES STATUS: Classified
JOB STATUS: Full-Time
EXEMPT STATUS: Non-Exempt

CLASSIFICATION FEATURES: The individual in this classification supervises a group of employees in the Laborer and Motor Equipment Operator classifications, who are engaged in general solid waste collection and disposal work. Such work includes assigning and inspecting the work of employees in the Laborer and Motor Equipment Operator classification, and may require technical knowledge or skill. The Sanitation Department Foreman assists the department Superintendent in route formulation and the calculation of rates. Areas of work and standards to be met are assigned by the Superintendent.

ESSENTIAL JOB FUNCTIONS:

- Assigns and supervises the work of employees in the Laborer and Motor Equipment Operator classification in solid waste collection and disposal.
- Acts as the Sanitation Superintendent when the Superintendent is unavailable.
- Assigns and supervises Department employees in other tasks involving manual labor.
- Assigns trucks to transport employees to job sites.
- Discusses job requirements with and receives instructions from Sanitation Superintendent.
- Inspects work in progress to assure conformity with instructions given.
- Makes and adjusts work assignments.
- Requests necessary equipment and supplies needed to perform the jobs tasked to the Sanitation Department.
- Maintains material and inventory records for the Sanitation Department.
- Receives and investigates complaints from citizens of the City and business and industry, making adjustments as required.
- Oversees residential, commercial and industrial accounts that the City services.
- Monitors the disposal of materials that might be considered health or fire hazards.
- Performs or assists in performing more difficult or skilled operations.
- Maintains regular and consistent attendance.

PROPOSED

Attends seminars and briefings as required to keep abreast of state, federal and local developments and legislation pertaining to the field of refuse removal/disposal.

Keeps time records for payroll purposes.

Assembles and maintains a variety of forms and reports to aid in the evaluation of operations of the Sanitation Department.

Prepares work reports.

Able to perform physical demands that include but are not limited to being able to have the strength and agility sufficient to lift and maneuver heavy objects and climb into and operate large equipment and trucks. Able to spend time walking, standing, bending, stooping, crawling, squatting, lifting, kneeling and reaching throughout the day.

EDUCATION, TRAINING AND EXPERIENCE:

Considerable experience as a laborer and motor equipment operator.

High school diploma or GED

Any equivalent combination of experience and training that provides the required knowledge, skills, and abilities.

Licenses:

Valid commercial driver's license issued by the State of Ohio and must remain insurable under the City of Medina's vehicle insurance plan.

QUALIFICATIONS:

Knowledge of:

- Department repair and maintenance requirements;
- **Operation systems on refuse trucks and equipment;**
- Traffic and safety regulations and accident prevention practices; and
- **Microsoft Excel, Word and Outlook.**

Skilled in:

- Supervising workers performing general laborer or motor equipment operator duties;
-
- Assigning daily tasks to workers in order to further the department's purpose; and
- **Proficient computer skills.**

Ability to:

- Communicate effectively in writing or orally with co-workers, supervisors and the general public in person or over a telephone or radio;

PROPOSED

- Understand and follow oral and written instructions;
- Assign and supervise department work;
- Oversee department operations in the Superintendent's absence;
- Establish and maintain effective relationships with co-workers, subordinates and the general public;
- Operate heavy equipment;
- **Diagnose problems with refuse trucks and equipment in the field;**
- Observe unsafe conditions of roadways; and
- **Operate standard office equipment including but not limited to, personal computer, fax and copy machines, telephone and printers.**

PHYSICAL DEMANDS:

~~Strength and agility sufficient to lift and maneuver heavy objects and climb into and operate large equipment and trucks. Time may also involve occasional walking, standing, bending, stooping, crawling, squatting, lifting, kneeling and reaching.~~

ENVIRONMENTAL ELEMENTS:

This position requires that the employee spend time in an office atmosphere, working at a desk and on the telephone. Time may also be spent riding in or driving a heavy vehicle or in inspection of work of employees operating such equipment. This position may require working outside in all types of weather situations and occupational exposure to interaction with citizens.

WORKING CONDITIONS:

May be required to work outside normal business hours including weekends, evenings and holidays.

EQUIPMENT USED: Computers, printers, fax machines and other office equipment necessary to do the job. May be required to operate various trucks and heavy equipment to assist crews.

ADDITIONAL REQUIREMENTS: The above information on this description has been designed to indicate the general nature and level of work performed by employee(s) within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employees assigned to this job. Employee understands that conditions may require the City to modify this Job Description and that the City reserves the right to exercise its discretion to make such changes.

EMPLOYEE ACKNOWLEDGMENT: _____

DATE: _____

ORDINANCE NO. 5-19

AN ORDINANCE AUTHORIZING THE INCREASE OF THE EXPENDITURE TO WALTER & HAVERFIELD TO \$40,000 FOR THE LAW DEPARTMENT, AND DECLARING AN EMERGENCY.

WHEREAS: The Law Director has requested to increase Purchase Order #2018000754 from \$25,000.00 to \$40,000.00, which requires the Council's approval; and

NOW, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MEDINA, OHIO:

SEC. 1: That the increase to Purchase Order #2018000754 from \$25,000 to \$40,000 is hereby authorized for the Law Department.

SEC. 2: That the funds to cover this expenditure are available in Account No. 001-0704-52225.

SEC. 3: That it is found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with the law.

SEC. 4: That this Ordinance shall be considered an emergency measure necessary for the immediate preservation of the public peace, health and safety, and for the further reason to pay the vendor in a timely manner; wherefore, this Ordinance shall be in full force and effect immediately upon its passage and signature by the Mayor.

PASSED: _____

SIGNED: _____

President of Council

ATTEST: _____

APPROVED: _____

Clerk of Council

SIGNED: _____

Mayor

ORDINANCE NO. 6-19

AN ORDINANCE AUTHORIZING THE PURCHASE OF ONE (1) 2019 FORD F250 SUPERCAB TRUCK WITH SNOWPLOW FROM MONTROSE FORD TO BE USED BY THE PARKS DEPARTMENT.

WHEREAS: In accordance with ORC 125.04 the City of Medina, Ohio requested authority to participate in State contracts which the Department of Administrative Services has entered into for the purchase of supplies, services, equipment and certain materials; and

WHEREAS: The request for participation provides for the waiving of the state and local competitive bidding requirements and allows the City the ability to purchase from centralized state contracts; and

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

SEC. 1: That the purchase of one (1) 2019 Ford F250 4X4 Supercab Truck from Montrose Ford under the Community University Education Purchasing Association Contract (C.U.E.), is hereby authorized to be used by the Parks Department.

SEC. 2: That in accordance with Ohio Revised Code §5705.41(D), at the time that the contract or order was made and at the time of execution of the Finance Director's certificate, sufficient funds were available or in the process of collection, to the credit of a proper fund, properly appropriated and free from any previous encumbrance.

SEC. 3: That the funds to cover this purchase, in the amount of \$36,898.75.00, are available in Account No. 104-0301-54417.

SEC. 4: That it is found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with the law.

SEC. 5: That this Ordinance shall be in full force and effect at the earliest period allowed by law.

PASSED: _____

SIGNED: _____

President of Council

ATTEST: _____

APPROVED: _____

Clerk of Council

SIGNED: _____

Mayor

ORDINANCE NO. 7-19

AN ORDINANCE AMENDING SECTION 31.02 (B)(12) AND 31.05 OF THE SALARIES AND BENEFITS CODE OF THE CITY OF MEDINA, OHIO RELATIVE TO THE LAW DEPARTMENT, AND DECLARING AN EMERGENCY.

WHEREAS: Section 31.02 (B)(12) of the Salaries and Benefits Code of the City of Medina, Ohio presently reads as follows pertaining to the Law Department:

(12) **LAW DEPARTMENT**

1 (Ord. 2-04)	Clerical Help	<u>Hourly Rate</u> Pay Grade 5A
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WHEREAS: Section 31.05 of the Salaries and Benefits Code of the City of Medina, Ohio presently reads as follows pertaining to the Law Department:

LAW DEPARTMENT

<u>Number</u>	<u>Classification</u>	<u>Steps Authorized</u>	<u>Classified Service</u>
1		Law Director/Chief Prosecutor (full time)	Pay Grade 108 (annual salary paid bi-weekly)
1		Assistant Prosecutor (full time)	Pay Grade 107 (annual salary paid bi-weekly)
1		Law Director/Prosecutor (part-time)	Pay Grade 105
1		Asst. Law Director/Asst. Prosecutor (part-time)	Pay Grade 106
2		Assistant Prosecutor (part-time*)	Pay Grade 102
1		Assistant Prosecutor (part-time)	Pay Grade 101
1		Law Department Secretary (unclassified)	9 A-F
1		Clerk (part-time)**	Sec. 31.02(B)(11)

(A) For services in connection with the proceedings for issuing bonds, with or without the vote of the electors, \$100.00 with the exception of special assessment bonds:

(B) For all services in connection with any special assessment proceedings, except sidewalk assessments, including the sale of bonds for said proceedings: \$200.00

*-See Section 31.04(H) for special regulations concerning this position.

** Each part-time clerk not to exceed 29 hours per week.

Ord. 5-03, 2-04, 22-04, 7-06, 17-08, 41-10, 134-11

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

SEC 1: Section 31.02 (B)(12) of the Salaries and Benefits Code of the City of Medina, Ohio shall be amended to read as follows pertaining to the Law Department:

(12) LAW DEPARTMENT

± 2
(Ord. 2-04, 7-19)

Clerical Help

Hourly Rate
Pay Grade 5A

SEC. 2: That Section 31.05 of the Salaries and Benefits Code of the City of Medina, Ohio shall be amended to read as follows pertaining to the Law Department:

LAW DEPARTMENT

<u>Number</u>	<u>Classification</u>	<u>Steps Authorized</u>	<u>Classified Service</u>
1		Law Director/Chief Prosecutor (full time)	Pay Grade 108 (annual salary paid bi-weekly)
1		Assistant Prosecutor (full time)	Pay Grade 107 (annual salary paid bi-weekly)
1		Law Director/Prosecutor (part-time)	Pay Grade 105
1		Asst. Law Director/Asst. Prosecutor (part-time)	Pay Grade 106
2		Assistant Prosecutor (part-time*)	Pay Grade 102
1		Assistant Prosecutor (part-time)	Pay Grade 101
1		Law Department Secretary (unclassified)	9 A-F
± 2		Clerk (part-time)	Sec. 31.02(B)(11)

(A) For services in connection with the proceedings for issuing bonds, with or without the vote of the electors, \$100.00 with the exception of special assessment bonds:

(B) For all services in connection with any special assessment proceedings, except sidewalk assessments, including the sale of bonds for said proceedings: \$200.00

*-See Section 31.04(H) for special regulations concerning this position.

Ord. 5-03, 2-04, 22-04, 7-06, 17-08, 41-10, 134-11, 7-19

SEC. 3: That it is found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with the law.

SEC. 4: That this Ordinance shall be considered an emergency measure necessary for the immediate preservation of the public peace, health and safety; wherefore, this Ordinance shall be in full force and effect immediately upon its passage and signature by the Mayor.

PASSED: _____

SIGNED: _____

President of Council

ATTEST: _____

APPROVED: _____

Clerk of Council

SIGNED: _____

Mayor

ORDINANCE NO. 8-19

**AN ORDINANCE AMENDING ORDINANCE NO. 195-18,
PASSED DECEMBER 10, 2018. (Amendments to 2019 Budget)**

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MEDINA, OHIO:

SEC. 1: That Ordinance No. 177-17, passed December 11, 2017, shall be amended by the following additions:

<u>Account No./Line Item</u>	<u>Additions</u>
902-0355-52215 (Bicentennial sales)	60.00 *
902-0355-52214 (Bicentennial sales)	70.00 *
104-0309-53313 (Park Maintenance)	504.00 *
104-0305-54412 (Parks-Gazebo Railing Project)	24,580.00 *

SEC. 2: That it is found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with the law.

SEC. 3: That this Ordinance shall be in full force and effect at the earliest period allowed by law.

* - new appropriation

PASSED: _____

SIGNED: _____

President of Council

ATTEST: _____

APPROVED: _____

Clerk of Council

SIGNED: _____

Mayor