

AGENDA

CANFIELD CITY COUNCIL

JUNE 20, 2018 -5:30 P.M.

FRANCIS J. McLAUGHLIN MUNICIPAL BUILDING

1. Call to Order.
2. Pledge of Allegiance.
3. Roll Call: Quorum is Present - Meeting is in Session.
4. Presentations and Proclamations
5. Approval of Minutes.
6. Reading of Communications.
7. Reports of Committees, Boards, City Manager, Finance Director, Chief of Police, Zoning Inspector and Public Works Foreman.
8. Public questions from residents (or representative) related to the above referenced reports. Questions may be limited to three (3) minutes.
9. Recognition of Persons Desiring to Appear Before Council.

10. OLD BUSINESS

Note: After each item is placed on the table for action, public comments from residents (or representative) as to that business item are received. May be limited to three (3) minutes per person and thirty (30) minutes total.

- A. An **Ordinance** Amending Certain Provisions of Chapter 1183 And Chapter 1151 Of The Codified Ordinances of The City of Canfield.

Public Comments

11. NEW BUSINESS

Note: After each item is placed on the table for action, public comments from residents (or representative) as to that business item are received. May be limited to three (3) minutes per person and thirty (30) minutes total.

- A. An **Ordinance** Amending Ordinance 2018-13, For The Purchase of Police Vehicles.

Public Comments.

- B. An **Ordinance** Authorizing The City Manager To Purchase A Ford F-550 Cab and Chassis with A 37' Aerial Unit.

Public Comments.

- C. An **Ordinance** Authorizing The City Manager To Purchase An F-550 Chassis XL, 9' Dump Body, And Salt Spreader.

Public Comments.

- D. An **Ordinance** Amending Ordinance 2018-07. Annual Appropriation Ordinance To Make Appropriations For Current Expenses and Other Expenditures of the City of Canfield, State of Ohio, During the Fiscal Year Ending December 31, 2018.

Public Comments

OVER→

- E. An **Ordinance** Authorizing Payment to Ohio Public Entity Consortium-Healthcare Cooperative (OPEC-HC) - In Receivership and to Declare Such Ordinance An Emergency.

Public Comments

- F. An **Ordinance** Amending Ordinance 2017-38 Adopting Salary and Benefits For All Full and Part Time Non-Bargaining Unit Employees.

Public Comments

- G. A **Motion** Appointing A Member of Council To Assist with Organizing the "State of the City" Informational Meeting.

Public Comments.

12. Council Comments.

13. Adjournment.

RECORD OF ORDINANCES

Ordinance No. _____

Passed _____, _____

Introduced by: _____

First Reading: _____

AN ORDINANCE AMENDING
CERTAIN PROVISIONS OF CHAPTER 1183 AND
CHAPTER 1151 OF THE CODIFIED ORDINANCES OF
THE CITY OF CANFIELD

WHEREAS, the Zoning Inspector of the City of Canfield has made certain suggestions to clarify the administration and enforcement of Chapter 1183 and Chapter 1151 of the Codified Ordinances of the City; and

WHEREAS, the Council of the City of Canfield desires to amend certain provisions of 1183 and 1151 of the Codified Ordinances of the City.

NOW THEREFORE, BE IT ORDAINED, BY THE COUNCIL OF THE CITY OF CANFIELD, COUNTY OF MAHONING, AND STATE OF OHIO:

Section 1: That Section 1183.03(c) (1) (F) of the Codified Ordinances of the City of Canfield is hereby deleted.

Section 2: That Section 1151.01 (c) (1) shall be amended to read as follows:

“151.03(C) (1) Compliance with Subsections (b) (5) above.”

Section 3: That this Ordinance and all deliberations relating to the passage of this Ordinance were held in open meetings of this Council, all pursuant to Section 121.22 of the Ohio Revised Code and Section 3.11 of the Charter of the Municipality of Canfield.

PASSED IN COUNCIL THIS _____ DAY OF _____, 2018.

PRESIDENT OF COUNCIL

ATTEST:

CLERK OF COUNCIL

Certification of Publication

I, the undersigned Clerk of Council of the City of Canfield, Ohio, hereby certify that the foregoing Ordinance was posted in a prominent place at the Municipal Building, Canfield, Ohio for seven continuous days, to wit: _____

CLERK OF COUNCIL

APPROVED AS TO FORM:

MUNICIPAL ATTORNEY

RECORD OF ORDINANCES

BARRETT BROTHERS - DAYTON, OHIO

Form 6220S

Ordinance No. _____

Passed _____

Introduced By: _____
First Reading: _____

ORDINANCE

AN ORDINANCE AMENDING ORDINANCE 2018-13, FOR THE PURCHASE OF POLICE VEHICLES.

WHEREAS, the City of Canfield has ordered two (2) Police vehicles;
Pursuant to State Purchasing guidelines; and

WHEREAS, the vendor in which they were ordered from has been
revised.

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

Section 1: The Vendor in which the (2) Police Vehicles were ordered
should be amended to read Columbiana Chrysler-Jeep-Dodge.

Section 2: That this Ordinance and all deliberations relating to the
passage of this Ordinance were held in open meetings of this Council, all pursuant to
Section 121.22 of the Ohio Revised Code and Section 3.11 of the Charter of the
Municipality of Canfield.

PASSED IN COUNCIL THIS _____ DAY OF _____ A.D., 2018.

PRESIDENT OF COUNCIL

ATTEST:

CLERK OF COUNCIL

Certification of Publication

I, the undersigned Clerk of Council of the City of Canfield, Ohio, hereby
certify that the foregoing Ordinance was posted in a prominent place at the Municipal
Building, Canfield, Ohio for seven continuous days, to-wit: _____

CLERK OF COUNCIL

APPROVED AS TO FORM:

MUNICIPAL ATTORNEY

RECORD OF ORDINANCES

Ordinance No. _____

Passed _____, _____

Introduced By: _____

First Reading: _____

ORDINANCE

AN ORDINANCE AUTHORIZING THE CITY MANAGER
TO PURCHASE A FORD F-550 CAB AND
CHASSIS WITH A 37' AERIAL UNIT.

WHEREAS, the Public Works Department has requested the purchase of a F-550 Cab and Chassis with a 37' Aerial Unit; and

WHEREAS, Council desires to purchase an F-550 Cab and Chassis with a 37' Aerial Unit.

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

Section 1: The City Manager is hereby authorized to enter into a contract with UTE, Inc., for the purchase of a Ford F-550 Cab and Chassis with a 37' Aerial Unit. Through the ODOT State Purchasing contract #800463.

Section 2: The cost of said purchase shall not exceed \$106,550.00

Section 3: That this Ordinance and all deliberations relating to the passage of this Ordinance were held in open meetings of this Council, all pursuant to Section 121.22 of the Ohio Revised Code and Section 3.11 of the Charter of the Municipality of Canfield.

PASSED IN COUNCIL THIS _____ DAY OF _____ A.D., 2018.

PRESIDENT OF COUNCIL

ATTEST:

CLERK OF COUNCIL

Certification of Publication

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CLERK OF COUNCIL

APPROVED AS TO FORM:

MUNICIPAL ATTORNEY

RECORD OF ORDINANCES

Ordinance No. _____

Passed _____, _____

Introduced By: _____

First Reading: _____

ORDINANCE

AN ORDINANCE AUTHORIZING THE CITY MANAGER TO PURCHASE AN F-550 CHASSIS XL, 9' DUMP BODY, AND SALT SPREADER.

WHEREAS, the Public Works Department has requested the purchase of a F-550 Chassis XL, 9' Dump Body, and salt spreader; and

WHEREAS, Council desires to purchase the truck, 9' dump body, and salt spreader through the ODOT State Purchasing Contract.

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

Section 1: The City Manager is hereby authorized to enter into a contract with Northern Ohio Peterbilt to purchase an F-550 Chassis XL, 9' dump body, and salt spreader through the ODOT State Purchasing Contract.

Section 2: The total cost of the purchase shall not exceed \$ 63,186.00.

Section 3: That this Ordinance and all deliberations relating to the passage of this Ordinance were held in open meetings of this Council, all pursuant to Section 121.22 of the Ohio Revised Code and Section 3.11 of the Charter of the Municipality of Canfield.

PASSED IN COUNCIL THIS _____ DAY OF _____ A.D., 2018.

PRESIDENT OF COUNCIL

ATTEST:

CLERK OF COUNCIL

Certification of Publication

I, the undersigned Clerk of Council of the City of Canfield, hereby certify that the foregoing Ordinance was posted in a prominent place at the Municipal Building, Canfield, Ohio for seven continuous days, to-wit: _____

CLERK OF COUNCIL

APPROVED AS TO FORM:

MUNICIPAL ATTORNEY

RECORD OF ORDINANCES

Ordinance No. _____

Passed _____, _____

Introduced By: _____

First Reading: _____

ORDINANCE

AN ORDINANCE AMENDING ORDINANCE 2018-07, ANNUAL APPROPRIATION ORDINANCE TO MAKE APPROPRIATIONS FOR CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF CANFIELD, STATE OF OHIO, DURING THE FISCAL YEAR ENDING DECEMBER 31, 2018.

WHEREAS, it is necessary to make adjustments, changes and additional appropriations as to the financial needs of the City of Canfield; and

WHEREAS, the Council of the City of Canfield desires to make these adjustments, changes and additional appropriations to meet said financial needs.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CANFIELD, MAHONING COUNTY, OHIO:

Section 1: The following adjustments, changes and additional appropriations are hereby made as follows:

	Annual Appropriation Ord 2018-07	Adjustment	Annual Appropriation
General Fund			
Mayor and Council			
Personal Services	56,510.00		56,510.00
Travel	200.00	200.00	400.00
Contractual Services	8,925.00		8,925.00
Supplies and Materials	5,150.00	375.00	5,525.00
Capital Outlay	3,650.00	100.00	3,750.00
Other Uses	0.00		0.00
Total Mayor and Council	74,435.00	675.00	75,110.00
City Manager			
Personal Services	251,300.00		251,300.00
Travel	400.00		400.00
Contractual Services	7,725.00		7,725.00
Supplies and Materials	7,525.00	675.00	8,200.00
Capital Outlay	7,150.00	175.00	7,325.00
Other Uses	0.00		0.00
Total City Manager	274,100.00	850.00	274,950.00
Mayor's Court			
Personal Services	34,785.00		34,785.00
Travel	1,600.00		1,600.00
Contractual Services	10,200.00		10,200.00

RECORD OF ORDINANCES

Ordinance No. _____ *Passed* _____, _____

Supplies and Materials	550.00		550.00
Capital Outlay	3,650.00	100.00	3,750.00
Other Uses	0.00		0.00
Total Mayor's Court	50,785.00	100.00	50,885.00
 Finance Department			
Personal Services	202,550.00		202,550.00
Travel	500.00		500.00
Contractual Services	19,500.00		19,500.00
Supplies and Materials	4,260.00		4,260.00
Capital Outlay	14,700.00	350.00	15,050.00
Other Uses	0.00		0.00
Total Finance Department	241,510.00	350.00	241,860.00
 Income Tax Department			
Personal Services	85,240.00	2,000.00	87,240.00
Travel	1,500.00		1,500.00
Contractual Services	15,950.00		15,950.00
Supplies and Materials	5,880.00		5,880.00
Capital Outlay	7,150.00	175.00	7,325.00
Other Uses	80,000.00		80,000.00
Total Income Tax Department	195,720.00	2,175.00	197,895.00
 Municipal Building			
Contractual Services	44,860.00		44,860.00
Supplies and Materials	9,025.00		9,025.00
Capital Outlay	6,850.00		6,850.00
Total Municipal Building	60,735.00	0.00	60,735.00
 Cell Tower Parcel N Broad St			
Contractual Services	400.00		400.00
Total Cell Tower Parcel N Broad St	400.00	0.00	400.00
 Civil Service Commission			
Personal Services	1,410.00		1,410.00
Travel	0.00		0.00
Contractual Services	1,625.00		1,625.00
Supplies and Materials	2,025.00		2,025.00
Capital Outlay	0.00		0.00
Total Civil Service Commission	5,060.00	0.00	5,060.00
 Charter Review Commission			
Travel	0.00		0.00
Contractual Services	350.00		350.00
Supplies and Materials	0.00		0.00
Total Charter Review Commission	350.00	0.00	350.00
 County Auditor and Treasurer Fees			
Contractual Services	4,025.00		4,025.00
Total County Auditor and Treasurer Fees	4,025.00	0.00	4,025.00
 State Examiners Fees			

RECORD OF ORDINANCES

Ordinance No. _____ *Passed* _____, _____

Contractual Services	27,075.00		27,075.00
Total State Examiners Fees	27,075.00	0.00	27,075.00
 Municipal Attorney			
Personal Services	62,000.00		62,000.00
Travel	0.00		0.00
Contractual Services	10,175.00		10,175.00
Supplies and Materials	0.00		0.00
Total Municipal Attorney	72,175.00	0.00	72,175.00
 General Services			
Travel	0.00		0.00
Contractual Services	126,100.00		126,100.00
Supplies and Materials	2,500.00		2,500.00
Capital Outlay	0.00		0.00
Total General Services	128,600.00	0.00	128,600.00
 Cardinal Joint Fire District Reimbursement			
Travel	0.00		0.00
Contractual Services	11,050.00		11,050.00
Supplies and Materials	20,500.00		20,500.00
Capital Outlay	0.00		0.00
Other Uses	0.00		0.00
Total Cardinal Joint Fire District Reimbursement	31,550.00	0.00	31,550.00
 IT Department			
Personal Services	170,410.00		170,410.00
Travel	0.00		0.00
Contractual Services	18,300.00		18,300.00
Supplies and Materials	3,000.00		3,000.00
Capital Outlay	14,700.00	350.00	15,050.00
Other Uses	0.00		0.00
Total IT Department	206,410.00	350.00	206,760.00
 Street Lights			
Contractual Services	42,750.00		42,750.00
Total Street Lights	42,750.00	0.00	42,750.00
 Police Department			
Personal Services	2,056,000.00		2,056,000.00
Travel	6,000.00		6,000.00
Contractual Services	180,400.00		180,400.00
Supplies and Materials	128,725.00	2,000.00	130,725.00
Capital Outlay	71,200.00	2,000.00	73,200.00
Debt Service	71,000.00		71,000.00
Other Uses	0.00		0.00
Total Police Department	2,513,325.00	4,000.00	2,517,325.00
 Payment to County Health Program			
Contractual Services	60,150.00		60,150.00
Total Payment to County Health	60,150.00	0.00	60,150.00

RECORD OF ORDINANCES

Ordinance No. _____

Passed _____, _____

Program			
Planning and Zoning			
Personal Services	83,225.00		83,225.00
Travel	2,500.00		2,500.00
Contractual Services	8,325.00		8,325.00
Supplies and Materials	1,035.00		1,035.00
Capital Outlay	3,650.00	100.00	3,750.00
Other Uses	100.00		100.00
Total Planning and Zoning	98,835.00	100.00	98,935.00
Other Uses/Transfers			
Other Uses	0.00		0.00
Advances	0.00		0.00
Transfers	80,000.00		80,000.00
Total Other Uses/Transfers	80,000.00	0.00	80,000.00
Grand Total General Fund	4,167,990.00	8,600.00	4,176,590.00
Self Insurance Fund			
Personal Services	0.00		0.00
Travel	0.00		0.00
Contractual Services	3,000.00		3,000.00
Supplies and Materials	3,000.00		3,000.00
Capital Outlay	0.00		0.00
Other Uses	0.00		0.00
Transfers	0.00		0.00
Total Self Insurance Fund	6,000.00	0.00	6,000.00
Unclaimed Monies Fund			
Other Uses	0.00		0.00
Transfers	0.00		0.00
Total Unclaimed Monies Fund	0.00	0.00	0.00
Grand Total General Fund with Self Insurance Fund	4,173,990.00	8,600.00	4,182,590.00
Special Revenue Funds			
Parks Fund			
Village Green			
Personal Services	3,290.00		3,290.00
Travel	0.00		0.00
Contractual Services	4,625.00		4,625.00
Supplies and Materials	4,850.00		4,850.00
Capital Outlay	3,600.00		3,600.00
Transfers	0.00		0.00
Total Village Green	16,365.00	0.00	16,365.00
Village Green (Parks Board)			
Travel	100.00		100.00
Contractual Services	2,750.00		2,750.00

RECORD OF ORDINANCES

Ordinance No. _____ *Passed* _____, _____

Supplies and Materials	3,550.00		3,550.00
Capital Outlay	0.00		0.00
Total Village Green (Parks Board)	6,400.00	0.00	6,400.00
 Greasel Park			
Personal Services	9,120.00		9,120.00
Travel	0.00		0.00
Contractual Services	5,275.00		5,275.00
Supplies and Materials	2,100.00		2,100.00
Capital Outlay	23,600.00		23,600.00
Other Uses	120.00		120.00
Total Greasel Park	40,215.00	0.00	40,215.00
 Greasel Park (Parks Board)			
Travel	0.00		0.00
Contractual Services	1,600.00		1,600.00
Supplies and Materials	1,800.00		1,800.00
Capital Outlay	0.00		0.00
Total Greasel Park (Parks Board)	3,400.00	0.00	3,400.00
 Greasel Park (Playground Equipment)			
Contractual Services	0.00		0.00
Supplies and Materials	715.00		715.00
Capital Outlay	0.00		0.00
Total Greasel Park (Playground Equipment)	715.00	0.00	715.00
 Fair Park			
Personal Services	6,300.00		6,300.00
Travel	0.00		0.00
Contractual Services	21,660.00		21,660.00
Supplies and Materials	4,050.00		4,050.00
Capital Outlay	3,600.00		3,600.00
Other Uses	1,000.00		1,000.00
Total Fair Park	36,610.00	0.00	36,610.00
 Fair Park (Parks Board)			
Travel	0.00		0.00
Contractual Services	1,800.00		1,800.00
Supplies and Materials	7,900.00		7,900.00
Capital Outlay	0.00		0.00
Total Fair Park (Parks Board)	9,700.00	0.00	9,700.00
 Transfers			
Transfers	0.00		0.00
Total Transfers	0.00	0.00	0.00
 Grand Total Parks Fund	 113,405.00	 0.00	 113,405.00
 Parks and Village Green Trust Fund			
 Village Green			

RECORD OF ORDINANCES

Ordinance No. _____ *Passed* _____, _____

Capital Outlay	0.00		0.00
Other Uses	0.00		0.00
Total Village Green	0.00	0.00	0.00
 Greasel Park			
Capital Outlay	0.00		0.00
Other Uses	0.00		0.00
Total Greasel Park	0.00	0.00	0.00
 Fair Park			
Capital Outlay	0.00		0.00
Other Uses	0.00		0.00
Total Fair Park	0.00	0.00	0.00
 Grand Total Parks and Village Green Trust Fund			
	0.00	0.00	0.00
 Fair Park Trust Fund			
Transfers	0.00		0.00
Total Fair Park Trust Fund	0.00	0.00	0.00
 Recreation Fund			
 Concerts on the Green			
Travel	0.00		0.00
Contractual Services	3,720.00		3,720.00
Supplies and Materials	500.00		500.00
Total Concerts on the Green	4,220.00	0.00	4,220.00
 Memorial Day			
Contractual Services	920.00		920.00
Total Memorial Day	920.00	0.00	920.00
 Fourth of July Activities			
Contractual Services	5,000.00		5,000.00
Total Fourth of July Activities	5,000.00	0.00	5,000.00
 Grand Total Recreation Fund	 10,140.00	 0.00	 10,140.00
 Cemeteries Fund			
 Cemeteries Operating			
Personal Services	33,530.00		33,530.00
Travel	0.00		0.00
Contractual Services	1,585.00		1,585.00
Supplies and Materials	4,875.00		4,875.00
Capital Outlay	7,200.00		7,200.00
Other Uses	0.00		0.00
Transfers	0.00		0.00
Total Cemeteries Operating	47,190.00	0.00	47,190.00
 Cemeteries (Parks Board)			
Travel	0.00		0.00

RECORD OF ORDINANCES

Ordinance No. _____ *Passed* _____, _____

Contractual Services	25.00		25.00
Supplies and Materials	2,500.00		2,500.00
Capital Outlay	0.00		0.00
Total Cemeteries (Parks Board)	2,525.00	0.00	2,525.00
Grand Total Cemeteries Fund	49,715.00	0.00	49,715.00
Street C M & R Fund			
Street C M & R Operating			
Personal Services	354,150.00		354,150.00
Travel	250.00		250.00
Contractual Services	128,325.00	6,000.00	134,325.00
Supplies and Materials	137,625.00		137,625.00
Capital Outlay	603,780.00	27,500.00	631,280.00
Total Street C M & R Operating	1,224,130.00	33,500.00	1,257,630.00
Street C M & R (Parks Board)			
Travel	0.00		0.00
Contractual Services	6,100.00		6,100.00
Supplies and Materials	2,000.00		2,000.00
Capital Outlay	0.00		0.00
Total Street C M & R (Parks Board)	8,100.00	0.00	8,100.00
Other Uses/Transfers			
Advances	0.00		0.00
Transfers	0.00		0.00
Total Other Uses/Transfers	0.00	0.00	0.00
Grand Total Street C M & R Fund	1,232,230.00	33,500.00	1,265,730.00
State Highway Fund			
Travel	0.00		0.00
Contractual Services	23,150.00		23,150.00
Supplies and Materials	39,250.00		39,250.00
Capital Outlay	0.00		0.00
Total State Highway Fund	62,400.00	0.00	62,400.00
Street Lighting Special Assessment Fund			
Street Lighting Miscellaneous			
Contractual Services	0.00		0.00
Transfers	0.00		0.00
Total Street Lighting Miscellaneous	0.00	0.00	0.00
Street Lights-Topaz Cir			
Contractual Services	2,820.00		2,820.00
Total Street Lights-Topaz Cir	2,820.00	0.00	2,820.00
Street Lights-Woodridge			
Contractual Services	2,224.00		2,224.00
Total Street Lights-Woodridge	2,224.00	0.00	2,224.00

RECORD OF ORDINANCES

Ordinance No. _____

Passed _____, _____

Street Lights-Timber Run			
Contractual Services	2,740.00		2,740.00
Total Street Lights-Timber Run	2,740.00	0.00	2,740.00
Street Lights-Russo Ave			
Contractual Services	3,820.00		3,820.00
Total Street Lights-Russo Ave	3,820.00	0.00	3,820.00
Street Lights-Jade Cir			
Contractual Services	2,220.00		2,220.00
Total Street Lights-Jade Cir	2,220.00	0.00	2,220.00
Street Lights-Willow Way			
Contractual Services	780.00		780.00
Total Street Lights-Willow Way	780.00	0.00	780.00
Street Lights-Morningview Cir			
Contractual Services	1,420.00		1,420.00
Total Street Lights-Morningview Cir	1,420.00	0.00	1,420.00
Street Lights-Laurel Hills			
Contractual Services	1,020.00		1,020.00
Total Street Lights-Laurel Hills	1,020.00	0.00	1,020.00
Street Lights-Montgomery			
Contractual Services	4,125.00		4,125.00
Total Street Lights-Montgomery	4,125.00	0.00	4,125.00
Street Lights-Preserve Blvd			
Contractual Services	2,220.00		2,220.00
Total Street Lights-Preserve Blvd	2,220.00	0.00	2,220.00
Street Lights-Willow Bend			
Contractual Services	425.00		425.00
Total Street Lights-Willow Bend	425.00	0.00	425.00
Street Lights-Stonebridge 4			
Contractual Services	1,720.00		1,720.00
Total Street Lights-Stonebridge 4	1,720.00	0.00	1,720.00
Street Lights-Hickory Hollow			
Contractual Services	1,020.00		1,020.00
Total Street Lights-Hickory Hollow	1,020.00	0.00	1,020.00
Street Lights-Stonebridge 5			
Contractual Services	1,420.00		1,420.00
Total Street Lights-Stonebridge 5	1,420.00	0.00	1,420.00
Street Lights-Laurel Hills 2			
Contractual Services	1,220.00		1,220.00
Total Street Lights-Laurel Hills 2	1,220.00	0.00	1,220.00

RECORD OF ORDINANCES

Ordinance No. _____ *Passed* _____, _____

Street Lights-Willow Bend Ph 2

Contractual Services	720.00		720.00
Total Street Lights-Willow Bend Ph 2	720.00	0.00	720.00

Street Lights-Preserve-Plat 8-Mallard Crossing

Contractual Services	1,530.00		1,530.00
Total Street Lights-Preserve-Plat 8-Mallard Crossing	1,530.00	0.00	1,530.00

Street Lights-Preserve-Plat 9-Woodland Run/Oakview Crossing

Contractual Services	1,420.00		1,420.00
Total Street Lights-Preserve-Plat 9-Woodland Run/Oakview Crossing	1,420.00	0.00	1,420.00

Street Lights-Stonebridge Plat 7-Alabaster/Charleston

Contractual Services	1,420.00		1,420.00
Total Street Lights-Stonebridge Plat 7-Alabaster/Charleston	1,420.00	0.00	1,420.00

Street Lights-Stonebridge Plat 6-Lake Wobegon/Timber Run

Contractual Services	1,420.00		1,420.00
Total Street Lights-Stonebridge Plat 6-Lake Wobegon/Timber Run	1,420.00	0.00	1,420.00

Street Lights-Kings Lake Subdivision

Contractual Services	4,520.00	150.00	4,670.00
Debt Service	35,417.06		35,417.06
Total Street Lights-Kings Lake Subdivision	39,937.06	150.00	40,087.06

Grand Total Street Lighting Special Assessment Fund

	75,641.06	150.00	75,791.06
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Red Gate Operating Fund

Personal Services	0.00		0.00
Travel	0.00		0.00
Contractual Services	32,450.00		32,450.00
Supplies and Materials	2,050.00		2,050.00
Capital Outlay	0.00		0.00
Debt Service	0.00		0.00
Other Uses	0.00		0.00
Transfers	0.00		0.00
Total Red Gate Operating Fund	34,500.00	0.00	34,500.00

Police Department Operating Levy Fund

Personal Services	533,650.00		533,650.00
Travel	0.00		0.00
Contractual Services	23,800.00	10,000.00	33,800.00
Supplies and Materials	93,000.00		93,000.00
Capital Outlay	71,100.00		71,100.00
Debt Service	32,579.86		32,579.86
Other Uses	0.00		0.00

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Total Police Department Operating Levy Fund	754,129.86	10,000.00	764,129.86
Law Enforcement Trust Fund			
Travel	0.00		0.00
Contractual Services	0.00		0.00
Supplies and Materials	1,000.00		1,000.00
Capital Outlay	5,000.00		5,000.00
Other Uses	0.00		0.00
Total Law Enforcement Trust Fund	6,000.00	0.00	6,000.00
Mandatory Drug Fine Fund			
Travel	0.00		0.00
Contractual Services	0.00		0.00
Supplies and Materials	27.90		27.90
Capital Outlay	0.00		0.00
Other Uses	0.00		0.00
Total Mandatory Drug Fine Fund	27.90	0.00	27.90
Education Enforcement Trust Fund			
Travel	0.00		0.00
Contractual Services	0.00		0.00
Supplies and Materials	0.00		0.00
Capital Outlay	0.00		0.00
Other Uses	0.00		0.00
Total Education Enforcement Trust Fund	0.00	0.00	0.00
DEA Federal Forfeiture Fund			
Travel	0.00		0.00
Contractual Services	0.00		0.00
Supplies and Materials	500.00		500.00
Capital Outlay	5,000.00		5,000.00
Other Uses	0.00		0.00
Total DEA Federal Forfeiture Fund	5,500.00	0.00	5,500.00
OVI Task Force Grant Fund FY2018			
Personal Services	31,144.77		31,144.77
Travel	0.00		0.00
Contractual Services	3,977.41		3,977.41
Supplies and Materials	1,861.41		1,861.41
Capital Outlay	0.00		0.00
Total OVI Task Force Grant Fund FY2018	36,983.59	0.00	36,983.59
Grand Total Special Revenue Funds	2,380,672.41	43,650.00	2,424,322.41
Debt Service Funds			
Red Gate Debt Retirement Fund			
Debt Service-Principal	68,662.92		68,662.92
Debt Service-Interest	13,699.56		13,699.56
Total Red Gate Debt Retirement Fund	82,362.48	0.00	82,362.48
Total Debt Service Funds	82,362.48	0.00	82,362.48

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Capital Projects Funds

General Capital Improvement Fund

Capital Outlay	0.00		0.00
Transfers	0.00		0.00
Total General Capital Improvement Fund	0.00	0.00	0.00

Total Capital Projects Funds 0.00 0.00 0.00

Permanent Funds

Cemetery Perpetual Care Fund

Contractual Services	0.00		0.00
Transfers	0.00		0.00
Total Cemetery Perpetual Care Fund	0.00	0.00	0.00

Total Permanent Funds 0.00 0.00 0.00

Water Enterprise Funds

Water Operating Fund

Personal Services	268,850.00		268,850.00
Travel	1,000.00		1,000.00
Contractual Services	1,251,485.00		1,251,485.00
Supplies and Materials	63,285.00		63,285.00
Capital Outlay	25,500.00	29,400.00	54,900.00
Debt Service	0.00		0.00
Other Uses	57,000.00		57,000.00
Transfers	0.00		0.00
Total Water Operating Fund	1,667,120.00	29,400.00	1,696,520.00

Waterline Improvements Fund

Contractual Services	0.00		0.00
Capital Outlay	250,000.00		250,000.00
Debt Service	14,093.06		14,093.06
Other Uses	0.00		0.00
Transfers	0.00		0.00
Total Waterline Improvements Fund	264,093.06	0.00	264,093.06

Total Water Enterprise Funds 1,931,213.06 29,400.00 1,960,613.06

Sanitary Sewer Enterprise Funds

Sanitary Sewer Operating Fund

Personal Services	280,150.00		280,150.00
Travel	250.00		250.00
Contractual Services	1,152,950.00	10,000.00	1,162,950.00
Supplies and Materials	25,550.00	20,400.00	45,950.00
Capital Outlay	22,200.00		22,200.00
Other Uses	61,500.00		61,500.00
Transfers	0.00		0.00

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Total Sanitary Sewer Operating Fund	1,542,600.00	30,400.00	1,573,000.00
Sanitary Sewer System Debt Retirement Fund			
Debt Service	41,165.98		41,165.98
Other Uses	0.00		0.00
Total Sanitary Sewer System Debt Retirement Fund	41,165.98	0.00	41,165.98
Sanitary Sewer System Improvements Fund			
Contractual Services	0.00		0.00
Capital Outlay	0.00		0.00
Other Uses	0.00		0.00
Transfers	0.00		0.00
Total Sanitary Sewer System Improvements Fund	0.00	0.00	0.00
Total Sanitary Sewer Enterprise Funds	1,583,765.98	30,400.00	1,614,165.98
Storm Water Enterprise Funds			
Storm Water Operating Fund			
Personal Services	41,875.00		41,875.00
Travel	100.00		100.00
Contractual Services	14,060.00	30,000.00	44,060.00
Supplies and Materials	13,780.00		13,780.00
Capital Outlay	7,150.00	55,200.00	62,350.00
Debt Service	21,518.38		21,518.38
Other Uses	10,250.00		10,250.00
Transfers	0.00		0.00
Total Storm Water Operating Fund	108,733.38	85,200.00	193,933.38
Total Storm Water Enterprise Funds	108,733.38	85,200.00	193,933.38
Private Purpose Trust Funds			
Cemetery Endowment Fund			
Contractual Services	0.00		0.00
Transfers	0.00		0.00
Total Cemetery Endowments Fund	0.00	0.00	0.00
Total Private Purpose Trust Funds	0.00	0.00	0.00
Grand Totals All Funds	10,260,737.31	197,250.00	10,457,987.31

Section 2: And the Finance Director is hereby authorized to draw warrants for payments from any of the foregoing appropriations to make expenditures for items of expense constituting a legal obligation against the City.

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Section 3: That this Ordinance and all deliberations relating to the passage of this Ordinance were held in open meetings of this Council, all pursuant to Section 121.22 of the Ohio Revised Code and Section 3.11 of the Charter of the Municipality of Canfield.

PASSED IN COUNCIL THIS _____ DAY OF _____ A.D., 2018.

PRESIDENT OF COUNCIL

ATTEST:

CLERK OF COUNCIL

Certification of Publication

I, the undersigned Clerk of Council of the City of Canfield, hereby certify that the foregoing Ordinance was posted in a prominent place at the Municipal Building, Canfield, Ohio for seven continuous days, to-wit: _____

CLERK OF COUNCIL

APPROVED AS TO FORM:

MUNICIPAL ATTORNEY

RECORD OF ORDINANCES

Ordinance No. _____

Passed _____, _____

Introduced By: _____

First Reading: _____

ORDINANCE

AN ORDINANCE AUTHORIZING PAYMENT TO OHIO PUBLIC ENTITY CONSORTIUM – HEALTHCARE COOPERATIVE (OPEC-HC- IN RECEIVERSHIP) AND TO DECLARE SUCH ORDINANCE AN EMERGENCY.

WHEREAS, the City of Canfield has determined it to be in the best interests of the City of Canfield to withdraw from the Ohio Public Entity Consortium – Healthcare Cooperative (“OPEC – HC”-In Receivership), and

WHEREAS, as a member of (OPEC-HC,-in receivership) the City of Canfield is required to pay run-out claim costs.

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

Section 1: The City of Canfield hereby authorizes payment to Ohio Public Entity Consortium – Healthcare Cooperative, In Receivership.

Section 2: The payment to Ohio Public Entity Consortium – Healthcare Cooperative shall not exceed \$140,400.00.

Section 3: That this Ordinance is hereby declared an emergency for the public peace, health, safety, and welfare of the citizens of the City of Canfield. Said emergency exists by reason of the fact that payment is needed immediately to process claims for the City of Canfield this Ordinance will take effect immediately upon its passage and approval.

Section 4: That this Ordinance and all deliberations relating to the passage of this Ordinance were held in open meetings of this Council, all pursuant to Section 121.22 of the Ohio Revised Code and Section 3.11 of the Charter of the Municipality of Canfield.

PASSED IN COUNCIL THIS _____ DAY OF _____ A.D., 2018.

PRESIDENT OF COUNCIL

ATTEST:

CLERK OF COUNCIL

RECORD OF ORDINANCES

Ordinance No. _____

Passed _____, _____

Introduced by: _____

First Reading: _____

ORDINANCE

AN ORDINANCE AMENDING ORDINANCE 2017-38
ADOPTING SALARY AND BENEFITS FOR ALL FULL
AND PART TIME NON-BARGAINING UNIT EMPLOYEES

WHEREAS, the City of Canfield has established salary and benefits for Full and Part time employees; and

WHEREAS, the Council of the City of Canfield desires to modify the salary and benefits for Police Department Clerks (2);

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

Section 1: The following compensation shall be in effect for employees from January 1, 2018 through December 31, 2020 or until such time as a successor Ordinance is approved:

A. Full Time Employees

(1) Administrative Employees

Position	Annual Salary		
	2018	2019	2020
City Manager	101,000	103,020	105,080
Asst. City Manager	80,677		
Police Chief/HR Director	105,157	107,260	109,405
Finance Director	80,677	82,291	83,937
Information Technology Mgr.	66,590	67,922	69,280
Zoning Inspector	50,499	53,024	55,675

(2) Non-Administrative Employees

Position	Hourly Rate of Pay		
	2018	2019	2020
Clerk of Council	24.42	24.91	25.41
Receptionist / Secretary	13.34	13.61	13.88
Deputy Finance Director	26.09	27.39	28.76
Income Tax Administrator	24.82	25.32	25.83
Account Clerk	22.41	22.86	23.32
Utility Laborer	18.42	18.79	19.17
Police Dept. Clerk (2)	23.00	23.46	23.93
IT Network and Systems Admin.	26.09	27.39	28.76
PW Foreman	32.01	32.65	33.30
PW Coordinator (1)	30.00	30.60	31.21
PW Equipment Operator (1)	27.40	27.95	28.51
PW Laborer (6)	25.94	26.46	26.99

The Annual salary rate of newly hired administrative employees and the hourly rate of all newly hired non-administrative employees shall be determined by the City Manager at the time of their appointment, but in no case shall exceed the rate listed above in

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Section 1, A,(1), & A,(2).

B. Part Time Hourly Employees

The rate of pay for Part Time Hourly employees shall be determined by the City Manager and may range from the State minimum wage to a maximum of \$16.50 per hour

Part time Officers scheduled to work on the OVI Task Force, shall be compensated at the Overtime rate based on their current hourly rate.

All Client paid details scheduled through the Canfield Police Department shall be paid at a rate of \$25 per hour, excluding the Canfield Fair.

Section 2: Effective January 1, 2018, all the positions, identified in Section 1, A, (1) may elect for the required attendance of all scheduled council meetings (a) the rate of one and one-half (1-1/2) times the Employee's regular hourly rate of pay, or (b) by electing "compensatory time off" which is computed at a rate of one and one-half times the overtime hours worked. These same positions may accumulate up to a maximum of 100 hours of Compensatory Time for each hour worked in excess of forty (40) hours per week. The positions designated in Section 1, A, (1) shall not be paid for Compensatory Time unless authorized by City Council. Accumulated Compensatory Time may be used as compensatory time off when approved by the City Manager. An accurate record of compensatory time earned and time taken shall be maintained by the Deputy Finance Director. The City shall be under no obligation to pay said employees for unused accumulated Compensatory Time upon termination or expiration of employment.

Employees, employed in positions identified in Section 1,A, (2)that have overtime hours worked, shall have the option of being paid for the overtime hours worked at (a) the rate of one and one-half (1-1/2) times the Employee's regular hourly rate of pay, or (b) by electing "compensatory time off" which is computed at a rate of one and one-half times the overtime hours worked. This election must be approved by the City Manager or designee and "compensatory time off" hours can be accumulated but only up to a maximum of 100 hours.

Section 3: The probationary period of all original and promotional appointments of employees, including provisional appointments, shall be twelve (12) months. No originally or provisionally appointed probationary employee will be eligible for sick leave, vacation or personal leave during the initial ninety (90) days of employment.

Section 4: The City Manager, with City Council approval, may grant additional compensation, based on individual performance, to employees identified in Section 1, A, (1) and Section 1, A, (2).

The Police Chief shall receive holiday compensation, fitness bonus, uniform maintenance and purchase of uniform on the same basis as is provided to members of the Police Department Collective bargaining Unit pursuant to the current Collective bargaining Agreement, effective from the date of appointment as Police Chief. The Police Chief shall also earn overtime at the rate of one and one-half (1-1/2) times the Employee's regular hourly rate of pay on activities that are reimbursed by outside sources.

Section 5: All full time non-administrative employees shall work forty (40) hours per week. The work hours of each Administrative employee shall be scheduled by the City

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Manager and insofar as possible, shall be five (5) consecutive days of 8 hours each or four (4) consecutive days of 10 hours each or other scheduled hours as set forth from time to time by the City Manager. The pay of any scheduled full time employee that works less than forty (40) hours per week, excluding absences identified in Sections 7, 8, 9, 10, 11, 12, 13, 14, 15 and Compensatory Time off, will be reduced by the number of hours not worked times(x) that employees' hourly rate of pay or, for Administrative employees, his/hers annual salary divided by 2080 hours.

Section 6: A, Part Time Hourly employees are not eligible to receive any of the benefits identified in Sections 7, 9, 10, 11, 12, 13, 14, 15, 16, and 18 .

B, Seasonal Part Time Hourly employees are not eligible to receive any of the benefits identified in Sections 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, and 18.

Section 7: Employees shall be entitled to take vacation after completion of initial ninety (90) days of employment. Time off for vacations must be approved by the City Manager or his/her designee. Employees shall accumulate vacation days at the following rates, if the employee is in full pay status for at least (20) days during such month:

Years of Service – After	Accumulative Rate
1 month through 3 years	5/6 of a day per month
4 years through 5 years	1 day per month
6 years though 10 years	1-1/4 days per month
11 years through 15 years	1-1/2 days per month
16 years through 20 years	1-3/4 days per month
21 years through 25 years	2 days per month
26 years and more	2-1/2 days per month

Each employee shall take at least five (5) days of vacation per year and may accumulate the unused portion of entitled vacation days up to a maximum of 25 vacation days. Vacation days cannot be taken in anticipation of entitlement.

An employee desiring to resign from employment should give a minimum of two weeks notice of resignation to the City Manager or his/her designee. The employee, after the submission of his/her notice of resignation, will then be eligible to receive payment for his/her accumulated vacation pay for up to a maximum of 25 working days.

An employee that qualifies for "Family Leave" to care for a spouse, son, daughter or parent with a "serious health condition" may request in writing a one-year advance on vacation time. Said request may be approved by the Manager after reviewing medical certifications. Said advance shall be granted only once per "serious health condition". Said vacation advance shall not entitle the employee to payment upon employee's termination of service, whether voluntary or involuntary. (For the purposes of this Ordinance, the terms "family leave" and "serious health condition" shall be defined as provided in the Family and Medical Leave Act of 1993.)

Section 8: Employees may use sick leave upon approval of the City Manager or his/her designee and may use sick leave segments of one (1) 8 hour day, unless prior approval is granted.

A. Sick leave shall be defined as an absence with pay necessitated by: (1) illness or injury to the employee or his/her "immediate family" as defined in subsection C below; (2) exposure by the employee to a contagious disease

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communicable to other employees; or (3) serious illness, injury, childbirth by the employee or the employee's spouse; or (4) medical, dental and optical examinations or treatment which prevents the employee from performing his/her assigned duties.

- B. All full time employees shall earn sick leave at the rate of five (5) hours per pay or ten (10) hours per month or one and one-quarter (1-1/4) days per month and may accumulate such sick leave to a maximum of 2000 hours or two hundred fifty (250) work days; provided, however, that an employee shall not earn sick leave for any month unless he is in full pay status for at least twenty (20) work days during such monthly period.
- C. When the use of sick leave is due to illness or injury in the immediate family, "immediate family" shall be defined to only include the employee's spouse, children or parents.
- D. Upon the death of an Employee who has at least five (5) years of continuous full-time service, or upon the retirement of a full-time employee who has at least ten (10) years of continuous service with the City of Canfield, such employee shall be entitled to receive a cash payment equal to their hourly rate of pay at the time of retirement multiplied by one fourth (1/4) the total number of accumulated but unused sick hours earned by the employee, as certified by the Deputy Finance Director, providing that such resulting number of hours to be paid shall not exceed five hundred (500) hours.
- E. The accumulated sick leave hours of an employee who transfers from one department to another will not be impacted because of his/her transfer.
- F. The City Manager may require an employee to furnish a satisfactory medical excuse, in writing, for absences of three (3) days or greater, that indicates that the absence was the result of one or more of the incidents described in Section 8, A.. Any abuse of sick leave shall be just and sufficient cause for discipline as may be determined by the City Manager or his designee.
- G. An employee that qualifies for "Family Leave" to care for a spouse, son, daughter or parent with a "serious health condition" may request in writing a one-year advance on sick leave. Said request may be approved by the Manager after reviewing medical certifications. Said advance shall be granted only once per "serious health condition". Said sick leave advance shall not entitle the employee to payment upon employee's termination of service, whether voluntary or involuntary. (For the purposes of this Ordinance, the terms "family leave" and "serious health condition" shall be defined as provided in the Family and Medical Leave Act of 1993.)

Section 9: A sick day bonus of six (6) hours of pay per quarter (defined in table below) will be paid on May 30th for the first half and November 30th for the second half of each year to those full time employees who have taken no sick days in the respective quarter. Each quarter will be evaluated independently for use of sick time. For example, if an employee uses sick leave in the first quarter and no sick leave in the second quarter, they will receive a bonus of six (6) hours of pay on May 30th. Payment will be made by separate check.

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Quarter	Begin Date	End Date
1	November 16	February 15
2	February 16	May 15
3	May 16	August 15
4	August 16	November 15

Section 10: Each full time City employee shall be granted two (2) Personal Days per calendar year with the following stipulations:

- A. Each employee identified in Section 1, A, (1), and 1, A, (2), must have their Personal Day approved in advance by the City Manager or his/her designee.
- B. Personal Days must be taken (or lost) by May 30th of the succeeding year.

Section 11: A full time employee shall be granted time off with pay (not to be deducted from the employee's sick leave) for the purposes of attending the funeral of a member of the employee's immediate family. Immediate family shall be defined to only include the employee's mother, father, spouse, former spouse, child, brother, sister, father-in-law, mother-in-law, grandparents and grandchildren. The employee may request up to a maximum of four (4) work days for each death in the immediate family.

An employee shall be granted time off with pay (not to be deducted from the employee's sick leave) one (1) day to attend the funeral of an employee's aunt, uncle, niece, nephew, or other relative living in your household under your care.

Section 12: An employee of the City of Canfield who may be injured in the course of duty in the employment of the City shall, upon filing with the Industrial Commission Workers' Compensation Division, a claim for such injury, receive from the City of Canfield injury leave with pay at their regular salary or hourly rate based on forty (40) hours per week.

Any compensation received in lieu of wages under Workers' Compensation Act or other insurance, the premiums of which were paid by the City, shall be reimbursed to the City or deducted from the employee's pay.

The maximum limit for injury leave with pay shall be ninety (90) days.

In case of an injury to an employee, the City manager or his designee shall cause a report of injury to be made to an appropriate physician within two (2) days. This physician shall be asked to submit a report to the City Manager, within ten (10) days after receiving the City Manager's report, stating what the employees' disability is, if any, and what action has been or will be taken to correct the cause of any disability and the estimated time the employee will be absent from work, if any. The injured employee shall not return to duty until a written certified statement from his physician authorizing the return to work is received by the City Manager.

Section 13: The terms and conditions under which a full time City Employee can request a leave of absence without pay will be governed by Section 8.05 of the Civil Service Commission of the Municipality of Canfield, Ohio's Rules and Regulations adopted November 14, 1973 and subsequently amended. For the first three (3) months, any employee granted a leave of absence without pay by the City Manager with the approval of City Council, shall continue to receive all benefits they are entitled to by their employment contract or this Ordinance. In the event that the Civil Service Commission grants a leave of absence to an employee for more than three (3) months, the Council of the City of Canfield will determine on

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a case-by-case basis if said employee will continue to receive their benefits after the third month of the leave of absence.

Section 14: An Employee who has been employed by the City of Canfield for at least twelve (12) months and has worked 1250 hours during the previous twelve-month period is an "eligible Employee" for family leave.

Family leave is twelve (12) weeks (60 working days), is unpaid and shall be granted to an "eligible employee":

- A. Because of the birth of a son or daughter of the Employee and in order to care for such son or daughter.
- B. Because of the placement of a son or daughter with the Employee for adoption or foster care.
- C. Because of a serious health condition of the Employee that makes the Employee unable to perform the functions of the job.
- D. Because of the need to care for the employee's spouse, son, daughter or parent with a "serious health condition".

An eligible Employee shall be granted, when requested, a total of twelve (12) weeks of family leave within the first twelve (12) months after a baby's birth or placement or for the need to care for the employee's spouse, son, daughter or parent with a "serious health condition".

Said leave may be taken by either parent.

During family leave, the eligible Employee shall first use all accumulated vacation, compensatory time and sick leave. However, the Employee may request to reserve some portion of vacation, compensatory time and sick leave, not exceeding 5 days. Then the Employee shall take the balance of family leave as unpaid leave.

Leave for the birth or placement of a child must be taken in one block of time, unless approved by the Employer.

Leave for the "serious health condition" of the employee's spouse, son, daughter or parent may be intermittent.

An Employee is required to request leave in writing thirty (30) days prior to commencement, if possible.

The Employer may request medical certification regarding the "serious health condition" and the probable duration of care.

If both parents are employed by the same Employer, the total amount of leave provided shall not exceed twelve (12) weeks (60 working days).

During the unpaid leave, all health care and life insurance benefits will be paid by the Employer.

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If an Employee elects not to return to work after the expiration of the family leave, the Employer may recover from the Employee the cost of medical premiums paid during the unpaid portion of the leave.

Section 15: Holidays: The following twelve (12) Holidays shall be observed by all full time employees covered by this Ordinance: 1. New Year's Day, 2. Martin Luther King Day, 3. President's Day, 4. Good Friday, 5. Memorial Day, 6. Independence Day, 7. Labor Day, 8. Veteran's Day, 9. Thanksgiving Day, 10. Day after Thanksgiving Day, 11. Day before Christmas, 12. Christmas Day. When the holiday falls on a Saturday, Friday will be observed as the holiday day. If the holiday falls on a Sunday, Monday will be observed as the holiday day. Only the individuals who are required to work to maintain the minimum service that is necessary shall be scheduled to work the holiday. This schedule shall be determined by the City Manager or his/her designee. Employees identified in Section 1, A, (2) shall be compensated at a rate of time and one half for actual work on a holiday.

Section 16: Insurance: The City of Canfield shall provide and pay a portion of the costs of a group hospitalization, surgical insurance, and major medical plan for all full time employees during their employment with the City except as otherwise excluded in this Ordinance. The employees shall contribute the following amounts toward payment of the premiums as follows:

	2018	2019	2020	
Single	12%	12%	12%	% per pay of the annual premium divided by 24
Employee/Child	12%	12%	12%	% per pay of the annual premium divided by 24
Employee/Spouse	12%	12%	12%	% per pay of the annual premium divided by 24
Family	12%	12%	12%	% per pay of the annual premium divided by 24

The City may elect to provide optional Vision and Dental plans and coverage. All employees desiring the aforementioned insurance shall make proper application with the Deputy Finance Director of the City of Canfield.

The City will also pay the full premium for all full time employees for a convertible term life insurance policy in the face value of Thirty-five Thousand Dollars (\$35,000).

Section 17: Professional Liability: The City of Canfield will provide professional liability coverage for employees whose job may require such coverage as determined by the City Manager.

Section 18: Jury Duty: Any full time employee who is called for jury duty, at either a Federal, County or Municipal Court, shall be paid his/her regular salary or his/her regular hourly rate for this lost time.

Section 19: Compensation for all work performed by City employees is scheduled to be paid semi-monthly on the 15th and 30th of each month, with the exception of February where the second pay shall be made on the last day of the month. If the 15th or 30th falls on a Saturday, Sunday or holiday, the employee will be paid on the last scheduled workday preceding the 15th or 30th or holiday.

Section 20: Mileage reimbursements for use of personal vehicle on City business shall be at the current published rate established by IRS. All expenses conforming to the City Travel Policy will be reimbursed, in a reasonable period of time, when requested and authorized by Purchase Order.

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Section 21: Sick/Vacation Leave Cash Buyout Plan. When an employee chooses to retire, he/she will be afforded the opportunity to avail themselves of a pre-retirement Sick/Vacation Leave Buyout Plan as follows;

- A. In addition to the severance pay allowable by this Ordinance, employees who have a minimum of 23 years service credit with OPERS may request an early payout of their accumulated sick leave and/or vacation leave hours.
- B. This **Sick/Vacation Leave Cash Buyout Plan** shall allow for the early payout of accumulated sick and/or vacation leave and shall be limited to a maximum of two hundred forty (240) hours of sick leave each year prior to retirement or a maximum of two hundred (200) hours of vacation leave each year prior to retirement, or any combination of both up to a maximum combined total of two hundred and forty (240) hours each year prior to retirement. These early payouts will be paid to a retiring employee during a maximum of three (3) years prior to the employees' retirement date. The payment value of these sick/vacation leave hours shall be calculated using the hourly rate in existence at the time the employee gives notice of retirement. Each payment shall be subject to normal payroll deductions. Enrolling in the **sick/vacation leave cash buyout plan** will not interfere with the employees' eligibility to earn a sick leave bonus.
- C. In order to participate in the **Sick/Vacation Leave Cash Buyout Plan** the employee must give written notice to the employer of his/her intention to retire in 3 years or less from the date of the written notice. Within 90 days, following the date of the employee notice, a letter of understanding, that identifies the date of retirement and the payout option listed below, that fits with the retirement date, must be signed by both the employee and the employer.

If the retirement date is:

Option 1:

Three years from the date of the signed letter of agreement, then the accumulated sick and vacation entitlement shall be paid out in equal installments, on scheduled pay dates, over three (3) years and paid at the current value of the entitled hours in existence at the date of the agreement.

Option 2:

Two years from the date of the signed letter of agreement, then the accumulated sick and vacation entitlement shall be paid out in equal installments, on scheduled pay dates, over two (2) years and paid at the current value of the entitled hours in existence at the date of the agreement.

Option 3:

Ordinance No. _____

Passed _____, _____

One year from the date of the signed letter of agreement, then the accumulated sick and vacation entitlement shall be paid out in equal installments in one year, on scheduled pay dates and paid at the current value of the entitled hours in existence at the date of the agreement.

All payments of **Sick/Vacation Leave Cash Buyout Plan** benefits will be made on regularly scheduled payroll payment dates.

D. When the letter of understanding agreement has been signed, - the total buyout hours identified in that agreement will be deducted from the accumulated sick and/or vacation leave hours in effect immediately before the signing of the agreement and only the remaining balance of accumulated sick and/or vacation leave hours shall be available for normal use by the retiring employee during his/hers remaining years of employment before retirement.

E. If the employee, subsequent to the signing of the letter of understanding agreement, experiences a documented long term or extenuating catastrophic illness, then, but only after a complete review of the circumstances by the Employer together with the approval of the Canfield City Council;

- the letter of understanding agreement between the employee and the employer shall be suspended and

- the hours of sick and/or vacation leave, identified in the letter of understanding agreement, shall be added back to the employees current accumulated sick and/or vacation hours and the hours paid to the employee, under the **Sick/Vacation Leave Cash Buyout Plan**, shall be deducted from that same current balance of accumulated sick and/or vacation hours.

F. A retiring employee may only apply for the benefits under the **Sick/Vacation Leave Cash Buyout Plan** once during his/her employment with the City of Canfield unless his/her participation in the plan was suspended as indicated in Sec. 21 E.

Section 22: Emergency Ordinance. That this Ordinance is hereby declared to be an emergency necessary for the health, safety and welfare of the citizens of the City, to enable the provision of human resource services described herein immediately.

Section 23: This Ordinance and all deliberations relating to the passage of this Ordinance were held in open meetings of this Council, all pursuant to Section 121.22 of the Ohio Revised Code and Section 3.11 of the Charter of the Municipality of Canfield.

RECORD OF ORDINANCES

Ordinance No. _____

Passed _____, _____

PASSED IN COUNCIL THIS ____ DAY OF _____ A.D., 2018.

PRESIDENT OF COUNCIL

ATTEST:

CLERK OF COUNCIL

Certification of Publication

I, the undersigned Clerk of Council of the City of Canfield, Ohio, hereby certify that the foregoing Ordinance was posted in a prominent place at the Municipal Building, Canfield, Ohio for seven continuous days, to-wit: _____

CLERK OF COUNCIL

APPROVED AS TO FORM:

MUNICIPAL ATTORNEY

Introduced By: _____

Motion No. _____

MOTION

A MOTION APPOINTING A MEMBER OF
COUNCIL TO ASSIST WITH ORGANIZING
THE "STATE OF THE CITY" INFORMATIONAL MEETING

WHEREAS, the Council of the City of Canfield would like to appoint a member of Council to assist with organizing the "State of the City" informational meeting; and

WHEREAS, Council desires to make this appointment.

NOW, THEREFORE, IT IS HEREBY MOVED BY THE COUNCIL OF THE CITY OF CANFIELD, OHIO:

Section 1: The Council of the City of Canfield hereby appoints _____ to assist with the "State of the City" informational meeting.

Section 2: That this Motion and all deliberations relating to the passage of this Motion were held in open meetings of this Council, all pursuant to Section 121.22 of the Ohio Revised Code and Section 3.11 of the Charter of the Municipality of Canfield.

PASSED IN COUNCIL THIS _____ DAY OF _____ A.D., 2018.

CLERK OF COUNCIL

Certification of Publication

I, the undersigned Clerk of Council of the City of Canfield, Ohio, hereby certify that the foregoing Motion was posted in a prominent place at the Municipal Building, Canfield, Ohio for seven continuous days, to-wit: _____

CLERK OF COUNCIL

APPROVED AS TO FORM:

MUNICIPAL ATTORNEY