

THE CITY OF STREETSBORO, OHIO
SERVICE COMMITTEE MEETING AGENDA

Monday, April 14, 2025

TIME: Immediately following the Safety Committee Meeting
PLACE: Streetsboro City Council Chambers
CHAIR: Marianne Glenn 330.780.5355
VICE-CHAIR: Anthony Lombardo 440.669.6922

1. **Call to Order**

2. **Roll Call**

3. **Disposition of Minutes**

Service Committee Meeting of July 8, 2024
Service Committee Meeting of August 12, 2024
Service Committee Meeting of February 10, 2025
Service Committee Meeting of March 10, 2025

4. **Old Business**

None.

5. **New Business**

- a. T-7686 Amend Building Permit Fees (D'Agostino)
- b. T-7754 Purchase of Hamm Vibratory Tandem Roller from McLean Co. (B. Miller)
- c. T-7755 Contract to Purchase 2025 Ford F-350 XL Crew Cab Truck and graphics for Water Department (B. Miller)
- d. T-7756 Contract with ODOT to Purchase Road Salt through the ODOT 2025-2026 Winter Salt Purchase Contract (B. Miller)
- e. T-7759 Amend Sec. 147.06 of Title Five, Part One of the Codified Ordinances relating to Accrual and Use of Vacation Leave (Mayor/Lockhart-Reece)

6. **Citizens' Comments**

7. **Announcements**

A Special Finance Committee Meeting and Regular Council Meeting will immediately follow this meeting.

8. **Adjournment**

RECORD OF ORDINANCES

GOVERNMENT FORMS & SUPPLIES 844 224-3338 FORM NO. 30043

Ordinance No. _____ Passed _____, 20____

Fee Payment. The following permit fees are required to be paid at the same time as the payment of the general building permit: plumbing, HVAC, electrical, concrete, fireplace, and other permits as required by the Building Director, unless this requirement is waived by the Building Director. Plumbing, HVAC and electrical permits will not be considered issued until a signed copy of the permit application has been received by the Building Department. Any work started prior to the issuance of this permit is subject to Section 149.09 of the fee schedule and Section 1303.11 of the Building Code.

(i)	<u>Fence.</u> (Over 6 feet tall)	65.00 includes post hole inspection <u>\$80.00</u>
(j)	<u>[Reserved]</u>	
(k)	<u>Fireplace.</u> (factory or masonry)	factory 50.00 masonry 75.00 <u>\$100.00</u>
(l)	Fire Protection. (1) Hood suppression (2) Sprinklers – base fee New Construction – <u>or</u> Changing heads-	150.00 150.00 + \$3.00 per sprinkler head <u>\$165.00</u> 150.00 <u>\$160.00</u> + <u>\$4.00/head</u> 150.00 + \$.10/sq. ft. <u>\$160.00 + \$4.00/head</u>
(m)	<u>HVAC.</u> (1) <u>Air conditioning.</u> Replace existing unit New unit in existing building <u>New building</u> (2) <u>Combination units.</u> Replace existing unit <u>Install</u> New unit in existing building (3) <u>Ductwork.</u> (4) <u>Heating.</u> Replace existing unit New unit in existing building Space heaters (radiant garage or <u>through</u> <u>the wall direct vent</u>) new or replace. - (5) <u>New Construction for Heating and Air</u> <u>Conditioning.</u> (6) <u>Additions</u>	75.00 <u>\$85.00</u> 75.00 <u>\$100.00</u> (see new construction) 125.00 <u>\$135.00</u> 125.00 <u>\$135.00</u> 50.00 + \$.05/sq. ft. \$60.00 + \$.15/sq. ft. 75.00 <u>\$85.00</u> 75.00 <u>\$85.00</u> 75.00 <u>\$85.00</u> 150.00 + \$.10/sq. ft. <u>\$165.00 + \$.15/sq. ft.</u> 100.00 + \$.05/sq. ft. <u>\$165.00 + \$.15/sq. ft.</u>
(n)	<u>Plumbing.</u> (1) Base fee (2) Remodeling (3) Repairs/alterations (4) Swimming pool <u>gas line</u> (5) Water heater (New or Replacement)	240.00 + \$.10/sq. ft. <u>\$250.00 + \$.15/sq. ft.</u> 75.00 + \$.10/sq. ft. <u>\$85.00 + \$.15/sq. ft.</u> 75.00 <u>\$85.00 + \$.15/sq.</u> <u>ft.</u> 75.00 <u>\$85.00</u> 75.00 <u>\$85.00</u>

RECORD OF ORDINANCES

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 30043

Ordinance No. _____ Passed _____, 20____

	(6) Lawn sprinkler system <u>(including backflow)</u>	75.00 (Plus \$4.00 per head)(Plus \$.04/sq. ft. <u>\$170.00</u>
	(7) Gas line	<u>\$85.00</u>
(o)	Roofing. For replacing existing roof, per building	110.00 + .03/sq. ft. <u>\$130.00 + \$.10/sq. ft.</u>
(p)	Siding. For residing an existing building	110.00 + .03/sq. ft. <u>\$130.00 + \$.10/sq. ft.</u>
(q)	Structural. (1) Addition (2) New building (3) Remodeling (including non-structural) (4) Building Permit <u>Other structural</u>	200.00 + .10/sq. ft. <u>\$250.00 + \$.15/sq. ft.</u> 200.00 + .10/sq. ft. <u>\$250.00 + \$.15/sq. ft.</u> 200.00 + .10/sq. ft. <u>\$150.00 + \$.15/sq. ft.</u> 200.00 + .10/sq. ft. <u>\$150.00 + \$.15/sq. ft.</u>
(r)	Swimming Pool. In-Ground 150.00, above 100.00	<u>\$175.00</u>
(s)	[Reserved] Signs (1) Less than 50 Sq. ft. (2) 50 sq. ft. or greater	<u>\$50.00</u> <u>\$100.00</u>

149.03 COMMERCIAL OUTSOURCED PLANS EXAMINATION

Whenever the City outsources plans examination work necessary to review a permit application filed under Sections 149.02 or 149.04, the applicant shall reimburse the City for the actual cost incurred by the City in obtaining the services of an independent contractor. Such costs shall be deemed part of the permit fee and shall be collected in the same manner as the permit fee. In the case of The fees and charges for the examination of commercial plans and specifications related to a permit application filed under Section 149.02, shall include an administrative charge of seventy-five dollars (\$75.00) will be added to the reimbursement required under this Section, plus the City's actual cost incurred in completion of the examination through the City's retained commercial plans examiner. The administrative fee shall be paid at the time of application.

149.04 BUILDING SCHEDULE OF FEES FOR ONE, TWO AND THREE FAMILY DWELLINGS.

Subsection	Permit Requirement	Fee
(a)	<u>Accessory Buildings.</u> Buildings over 200 sq.ft., including detached garages and pole barns	150.00 includes plans exam <u>\$160 + \$0.15/sq. ft.</u>
(b)	<u>Additions.</u> (base fee)	100.00 + .05 /sq. ft. <u>\$100.00 + \$0.15/sq. ft.</u>
(c)	<u>Asphalt and Concrete.</u> (for driveways and parking lots)	50.00 <u>\$60.00</u>
(d)	<u>Concrete.</u> [Reserved.]	50.00
(e)	<u>Decks.</u>	75.00 includes plans exam <u>\$85.00</u>

RECORD OF ORDINANCES

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 30043

Ordinance No. _____ Passed _____, 20____

(f)	<u>Demolition</u> , (required for all buildings excluding storage sheds)	<u>\$100.00</u>
(g)	<u>Electrical</u> (1) Accessory buildings (2) Additions (3) Adding outlets or fixtures (4) New Homes 0 to 2,000 sq. ft. 2,001 to 3,000 sq. ft. 3,001 to 4,000 sq. ft. 4,001 and above (5) Replace existing service <u>and Generator</u> (6) Remodeling and alterations (7) Temporary service	<u>50.00 + .05/sq. ft.</u> <u>\$60.00 + \$0.15/sq. ft.</u> <u>75.00 + .05/sq. ft.</u> <u>\$85.00 + \$0.15/sq. ft.</u> <u>50.00 + .05/sq. ft.</u> <u>\$60.00 + \$0.15/fixture</u> <u>140.00 + .05/sq. ft.</u> <u>\$150.00 + \$0.15/sq. ft.</u> <u>160.00 + .05/sq. ft.</u> <u>\$170.00 + \$0.15/sq. ft.</u> <u>180.00 + .05/sq. ft.</u> <u>\$190.00 + \$0.15/sq. ft.</u> <u>200.00 + .05/sq. ft.</u> <u>\$225.00 + \$0.15/sq. ft.</u> <u>75.00</u> <u>\$85.00</u> <u>75.00 + .05/sq. ft.</u> <u>\$85.00 + \$0.15/sq. ft.</u> <u>50.00</u> <u>\$60.00</u>
(h)	<u>Low voltage wiring (base)</u> (1) Phone, cable, data, fire alarm	<u>70.00 (Plus</u> <u>\$.25/opening) \$85.00 +</u> <u>\$0.25/opening</u>
(i)	Waterproofing: Exterior or interior	<u>75.00</u> <u>\$85.00</u>
(j)	Drain Tile Replacement	<u>35.00 + \$20/linear ft.</u> <u>\$50.00 + \$0.20/linear ft.</u>
(k)	[Reserved]	
<u>Fee Payment:</u> The following permit fees are required to be paid at the same time as the payment of the general building permit: plumbing, HVAC, electrical, concrete, fireplace, and other permits as required by the Building Director, unless this requirement is waived by the Building Director. Plumbing, HVAC and electrical permits will not be considered issued until a signed copy of the permit application has been received by the Building Department. Any work started prior to the issuance of this permit is subject to Section 149.09 of the fee schedule and Section 1303.11 of the Building Code.		
(l)	<u>Fence</u> , (Over 6 feet tall)	<u>50.00</u> <u>\$75.00</u>
(m)	<u>Filling and Grading</u> , [Reserved]	<u>50.00</u>
(n)	<u>Fireplace</u> , (factory or masonry)	<u>50.00</u> <u>\$60.00</u> Factory <u>75.00</u> <u>\$85.00</u> Masonry

RECORD OF ORDINANCES

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 30643

Ordinance No. _____

Passed _____ 20__

(o)	<p><u>HVAC.</u></p> <p>(1) <u>Air conditioning.</u> Replace existing unit <u>or new unit in existing home</u> New unit in existing home</p> <p>(2) <u>Ductwork.</u> Extension of existing</p> <p>(3) <u>Heating.</u> Replace existing unit <u>or new unit in existing home</u> Install a new or replace existing heating appliance. such as garage heater, through-the-wall <u>direct vent</u> heater, etc.</p> <p>(4) <u>New system in new single family home or new two or three dwelling unit home.</u> (per unit)</p> <p>0 to 2,000 sq. ft.</p> <p>2,001 to 3,000 sq. ft.</p> <p>3,001 to 4,000 sq. ft.</p> <p>4,001 sq. ft. and above.</p>	<p>\$5.00 <u>\$75.00</u></p> <p>\$5.00</p> <p>\$0.00 <u>\$65.00</u></p> <p>\$5.00 <u>\$75.00</u></p> <p>\$5.00 <u>\$55.00</u></p> <p>\$40.00 + .05/sq. ft. <u>\$125.00 + .15/sq. ft.</u></p> <p>\$20.00 + .05/sq. ft. <u>\$135.00 + .15/sq. ft.</u></p> <p>\$40.00 + .05/sq. ft. <u>\$155.00 + .15/sq. ft.</u></p> <p>\$60.00 + .05/sq. ft. <u>\$175.00 + .15/sq. ft.</u></p>
(p)	<p><u>New Home. (General building)</u></p> <p><u>Under 2,000 sq. ft.</u></p> <p><u>Under 3,000 sq. ft.</u></p> <p><u>Under 4,000 sq. ft.</u></p> <p><u>General Building Permit</u> Plans exam fee (all new homes)</p>	<p>200.00 base fee + .06/sq. ft.</p> <p>200.00 base fee + .06/sq. ft.</p> <p>200.00 base fee + .06/sq. ft.</p> <p><u>\$250.00 + .50/sq. ft.</u> <u>\$150.00</u></p>
(q)	<p><u>Plumbing.</u></p> <p>(1) Additions</p> <p>(2) Adding fixtures</p> <p>(3) New home.</p> <p>0 to 2,000 sq. ft.</p>	<p>70.00 + .05/sq. ft. <u>\$85.00 + .15/sq. ft.</u></p> <p>45.00 (Plus \$4.00/fixture) <u>\$55.00 + 5.00/fixture</u></p> <p>\$40.00 + .05/sq. ft. <u>\$155.00 + .15/sq. ft.</u></p>

RECORD OF ORDINANCES

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 30043

Ordinance No. _____

Passed _____, 20____

	2.001 to 3.000 sq. ft.	160.00 + .05/sq. ft. <u>\$175.00+ .15/sq. ft.</u>
	3.001 to 4.000 sq. ft.	180.00 + .05/sq. ft. <u>\$190.00+ .15/sq. ft.</u>
	4.001 and above	200.00 + .05/sq. ft. <u>\$220.00+ .15/sq. ft.</u>
	(4) Water Heater Replacement	55.00 <u>\$70.00</u>
	(5) Remodel/Alteration	75.00 + .05/sq. ft. <u>\$85.00+ .15/sq. ft.</u>
(r)	<u>Roof Replacement</u> Excludes roof repairs less than 100 sq. ft.	75.00 <u>\$85.00+ .15/sq. ft.</u>
(s)	<u>Siding</u>	75.00 <u>\$85.00</u>
(t)	<u>Swimming Pool</u> Above-ground In-ground <u>Electrical bonding</u> <u>Plumbing gas line</u>	100.00 <u>\$125.00</u> 150.00 <u>\$175.00</u> <u>\$75.00</u> <u>\$50.00</u>
(u)	Alterations, remodeling, structural repairs of any existing buildings or structures where no additional floor space is added	100.00+ .10/sq. ft. <u>\$100.00+ .15/sq. ft.</u>

149.05 INSPECTION FEES AND EXTRAORDINARY AND SUPPLEMENTAL INSPECTION AND TIME CHARGES.

(a)	Reinspection fees for failed inspections and incomplete work requiring additional inspections	\$75.00
(b)	Extraordinary and supplemental inspections not specified	50.00 <u>\$75.00</u>
(c)	Inspections scheduled for Monday through Friday after 7 p.m. or for any and all inspections completed on a Saturday, Sunday or Holiday (Electrical, HVAC, Plumbing, Building)	<u>\$125.00</u>

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Streetsboro, Portage County, Ohio, that:

SECTION 1: Sections 149.02, 149.03, 149.04 and 149.05 of the Codified Ordinances of the City of Streetsboro are hereby amended to read in full as follows:

149.02 BUILDING SCHEDULE OF FEES, COMMERCIAL AND INDUSTRIAL.

Subsection	Permit Requirement	Fee
(a)	<u>Accessory Buildings.</u> (Over 200 sq.ft.)	\$175 + \$0.10/sq. ft.
(b)	[Reserved]	
(c)	<u>Asphalt.</u> (1) Installation and repairs up to 3,000 sq. ft. (2) For each 1,000 square feet or fraction thereof in excess of 3,000 sq. ft.	\$120.00 \$15.00

RECORD OF ORDINANCES

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 35043

Ordinance No. _____

Passed _____, 20____

(d)	<u>Concrete.</u> (1) For public and private sidewalks, aprons, driveways and parking lots up to 3,000 SF (2) For each 1,000 SF or fraction thereof in excess of 3,000 SF	\$125.00 \$15.00
(e)	<u>Decks.</u>	\$125.00
(f)	<u>Demolition.</u> (1) Buildings or structures per 5,000 sq. ft. (2) Interior and partial demolition	\$200.00+\$0.50/s.f. \$200.00+\$0.50/s.f.
(g)	<u>Electrical.</u> (1) Additions (2) Adding outlets or fixtures (3) Adding circuits for machines (4) New Buildings (5) Replace existing service (6) Remodeling (7) Swimming pool (a) Above-ground (b) In-ground (8) Temporary service	\$145.00+ .05/sq.ft. \$90.00 +\$5.00/fixture \$90.00 + \$5.00/circuit \$275.00 + \$0.15/sq. ft. \$200.00 \$85.00 + \$0.15/sq.ft. \$130.00 \$180.00 \$90.00
(h)	<u>Low voltage wiring</u> (1) Phone, cable, data, fire alarm	\$130.00 + \$0.15/linear ft.
(i)	<u>Fence.</u> (Over 6 feet tall)	\$80.00
(j)	<u>Reserved</u>	
(k)	<u>Fireplace.</u> (factory or masonry)	\$100.00
(l)	<u>Fire Protection.</u> (1) Hood suppression (2) Sprinklers – base fee New Construction – or Changing heads–	\$165.00 \$160.00 + \$4.00/head \$160.00 + \$4.00/head
(m)	<u>HVAC.</u> (1) <u>Air conditioning.</u> Replace existing unit New unit in existing building (2) <u>Combination units.</u> Replace existing unit Install New unit in existing building (3) <u>Ductwork.</u> (4) <u>Heating.</u> Replace existing unit	\$85.00 \$100.00 \$135.00 \$135.00 \$60.00 + \$.15/sq. ft. \$85.00

RECORD OF ORDINANCES

GOVERNMENT FORMS & SUPPLIES 644-224-3336 FORM NO. 30043

Ordinance No. _____ Passed _____, 20____

	New unit in existing building Space heaters (radiant garage or direct vent) new or replace. —	\$85.00 \$85.00
(5)	<u>New Construction for Heating and Air Conditioning.</u>	\$165.00 + \$.15/sq. ft.
(6)	<u>Additions</u>	\$165.00 + \$.15/sq. ft.
(n)	<u>Plumbing.</u> (1) Base fee (2) Remodeling (3) Repairs/alterations (4) Swimming pool gas line (5) Water heater (New or Replacement) (6) Lawn sprinkler system (including backflow) (7) Gas line	\$250.00 + \$.15/sq. ft. \$85.00 + \$.15/sq. ft. \$85.00 + \$.15/sq. ft. \$85.00 \$85.00 \$170.00 \$85.00
(o)	<u>Roofing.</u> For replacing existing roof, per building	\$130.00 + \$.10/sq. ft.
(p)	<u>Siding.</u> For residing an existing building	\$130.00 + \$.10/sq. ft.
(q)	<u>Structural.</u> (1) Addition (2) New building (3) Remodeling (including non-structural) (4) Other structural	\$250.00 + \$.15/sq. ft. \$250.00 + \$.15/sq. ft. \$150.00 + \$.15/sq. ft. \$150.00 + \$.15/sq. ft.
(r)	<u>Swimming Pool.</u>	\$175.00
(s)	Signs (1) Less than 50 Sq. ft. (2) 50 sq. ft. or greater	\$50.00 \$100.00

149.03 OUTSOURCED PLANS EXAMINATION

Whenever the City outsources plans examination work necessary to review a permit application filed under Sections 149.02 or 149.04, the applicant shall reimburse the City for the actual cost incurred by the City in obtaining the services of an independent contractor. Such costs shall be deemed part of the permit fee and shall be collected in the same manner as the permit fee. In the case of examination of commercial plans and specifications related to a permit application filed under Section 149.02, an administrative charge of seventy-five dollars (\$75.00) will be added to the reimbursement required under this Section. The administrative fee shall be paid at the time of application.

149.04 BUILDING SCHEDULE OF FEES FOR ONE, TWO AND THREE FAMILY DWELLINGS.

RECORD OF ORDINANCES

GOVERNMENT FORMS & SUPPLIES 044-224-3338 FORM NO. 50943

Ordinance No. _____ Passed _____, 20____

Subsection	Permit Requirement	Fee
(a)	<u>Accessory Buildings.</u> Buildings over 200 sq.ft., including detached garages and pole barns	\$160 + \$0.15/sq. ft.
(b)	<u>Additions.</u> (base fee)	\$100.00 + \$0.15/sq. ft.
(c)	<u>Asphalt and Concrete.</u> (for driveways and parking lots)	\$60.00
(d)	[Reserved.]	
(e)	<u>Decks.</u>	\$85.00
(f)	<u>Demolition.</u> (required for all buildings excluding storage sheds)	\$100.00
(g)	<u>Electrical.</u> (1) Accessory buildings (2) Additions (3) Adding outlets or fixtures (4) New Homes 0 to 2,000 sq. ft. 2,001 to 3,000 sq. ft. 3,001 to 4,000 sq. ft. 4,001 and above (5) Replace existing service and Generator (6) Remodeling and alterations (7) Temporary service	 \$60.00 + \$0.15/sq. ft. \$85.00 + \$0.15/sq. ft. \$60.00 + \$0.15/fixture \$150.00 + \$0.15/sq. ft. \$170.00 + \$0.15/sq. ft. \$190.00 + \$0.15/sq. ft. \$225.00 + \$0.15/sq. ft. \$85.00 \$85.00 + \$0.15/sq. ft. \$60.00
(h)	<u>Low voltage wiring</u> (1) Phone, cable, data, fire alarm	\$85.00 + \$0.25/opening
(i)	<u>Waterproofing:</u> Exterior or interior	\$85.00
(j)	<u>Drain Tile Replacement</u>	\$50.00 + \$0.20/linear ft.
(k)	[Reserved]	
(l)	<u>Fence.</u> (Over 6 feet tall)	\$75.00
(m)	[Reserved]	
(n)	<u>Fireplace.</u> (factory or masonry)	\$60.00 Factory \$85.00 Masonry
(o)	<u>HVAC.</u> (1) <u>Air conditioning.</u> Replace existing unit or new unit in existing home (2) <u>Ductwork.</u> Extension of existing (3) <u>Heating.</u> Replace existing unit or new unit in existing home Install a new or replace existing heating appliance, such as garage heater, direct vent heater, etc.	 \$75.00 \$65.00 \$75.00 \$55.00

RECORD OF ORDINANCES

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 30043

Ordinance No. _____ Passed _____, 20____

	(4) New system in new single-family home or new two or three dwelling unit home. (per unit) 0 to 2,000 sq. ft. 2,001 to 3,000 sq. ft. 3,001 to 4,000 sq. ft. 4,001 sq. ft. and above.	\$125.00+ .15/sq. ft. \$135.00+ .15/sq. ft. \$155.00+ .15/sq. ft. \$175.00+ .15/sq. ft.
(p)	<u>New Home.</u> General Building Permit Plans exam fee (all new homes)	\$250.00+ .50/sq. ft. \$150.00
(q)	<u>Plumbing.</u> (1) Additions (2) Adding fixtures (3) New home. 0 to 2,000 sq. ft. 2,001 to 3,000 sq. ft. 3,001 to 4,000 sq. ft. 4,001 and above (4) Water Heater Replacement (5) Remodel/Alteration	\$85.00+ .15/sq. ft. \$55.00 + 5.00/fixture \$155.00+ .15/sq.ft. \$175.00+ .15/sq. ft. \$190.00+ .15/sq. ft. \$220.00+ .15/sq. ft. \$70.00 \$85.00+ .15/sq. ft.
(r)	<u>Roof</u> Excludes roof repairs less than 100 sq. ft.	\$85.00+ .15/sq.ft.
(s)	<u>Siding</u>	\$85.00
(t)	<u>Swimming Pool</u> Above-ground In-ground Electrical bonding Plumbing gas line	\$125.00 \$175.00 \$75.00 \$50.00
(u)	Alterations, remodeling, structural repairs of any existing buildings or structures where no additional floor space is added	\$100.00+ .15/sq. ft.

149.05 INSPECTION FEES AND EXTRAORDINARY AND SUPPLEMENTAL INSPECTION AND TIME CHARGES.

(a)	Reinspection fees for failed inspections and incomplete work requiring additional inspections	\$75.00
(b)	Extraordinary and supplemental inspections not specified	50.00 \$75.00
(c)	Inspections scheduled for Monday through Friday after 7 p.m. or for any and all inspections completed on a Saturday, Sunday or Holiday (Electrical, HVAC, Plumbing, Building)	\$125.00

SECTION 3: Existing Sections 149.02, 149.04 and 149.05 of the Codified Ordinances, as amended by Ord. No. 2022-36, passed February 28, 2022, are hereby repealed. Existing Section 149.03 of the Codified Ordinances, as amended by Ord. No. 2022-183, passed December 19, 2022, is hereby repealed.

RECORD OF ORDINANCES

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 30043

Ordinance No. _____ Passed _____, 20____

SECTION 4: It is found and determined that all formal actions of this Council concerning and relating to the adoption of this ordinance were adopted in an open meeting of this Council and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, to the extent applicable, including Chapter 107 of the Codified Ordinances.

SECTION 5: This ordinance is hereby declared to be an emergency measure necessary for the preservation of the public peace, health, safety, convenience and welfare of the residents of this City for the reason that Council wishes to implement the fee schedule as soon as possible, and provided it receives the affirmative vote of three-fourths of the members elected or appointed to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor.

PASSED: _____
Date Justin Ring, President of Council

ATTEST: _____
Bridget Pavlick, Deputy Clerk of Council

APPROVED: _____
Date Glenn M. Broska, Mayor

Prepared and approved as to legal content by: _____
David L. Nott, Law Director

Date Submitted to Mayor for Approval: _____ Returned: _____

Sponsored by: Mayor Broska

RECORD OF ORDINANCES

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 30043

Ordinance No. _____ Passed _____, 20____

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT, WITHOUT COMPETITIVE BIDDING, WITH THE MCLEAN COMPANY FOR THE PURCHASE OF A NEW HAMM VIBRATORY TANDEM ROLLER, FOR AN AMOUNT NOT TO EXCEED \$49,236.00, AND DECLARING AN EMERGENCY IN ORDER TO PUT THE VEHICLE INTO SERVICE AS SOON AS POSSIBLE.

WHEREAS, the Mayor wishes to enter into a contract with The McLean Company, without competitive bidding, for the purchase of a new Hamm Vibratory Tandem Roller, Model HD 12 VV for an amount not to exceed \$49,236.00,

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Streetsboro, Portage County, Ohio, that:

SECTION 1: The Mayor is hereby authorized to enter into a contract with The McLean Company, without competitive bidding, for the purchase of a new Hamm Vibratory Tandem Roller, Model HD 12 VV for an amount not to exceed \$49,236.00.

SECTION 2: The Director of Finance is hereby authorized and directed to make payment for the same from the GL 401-61-5745- Equipment.

SECTION 3: It is found and determined that all formal actions of this Council concerning and relating to the adoption of this ordinance were adopted in an open meeting of this Council and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, to the extent applicable, including Chapter 107 of the Codified Ordinances.

SECTION 4: This ordinance is hereby declared to be an emergency measure necessary for the preservation of the public peace, health, safety, convenience and welfare of the residents of this City for the reason that the Council wishes to put the aforementioned vehicle into service as soon as possible, and provided it receives the affirmative vote of three-fourths of the members elected or appointed to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise it shall take effect and be in force at the earliest period allowed by law.

PASSED: _____
Date Justin Ring, President of Council

ATTEST: _____
Bridget Pavlick, Deputy Clerk of Council

APPROVED: _____
Date Glenn M. Broska, Mayor

Prepared and approved as to legal content by: _____
David L. Nott, Law Director

Date Submitted to Mayor for Approval: _____ Returned: _____

Sponsored by: Service Director

RECORD OF ORDINANCES

GOVERNMENT FORMS & SUPPLIES 644-224-3338 FORM NO. 90043

Ordinance No. _____ Passed _____, 20____

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT, WITHOUT COMPETITIVE BIDDING, WITH THE CRONIN FORD NORTH, LLC FOR THE PURCHASE OF A 2025 FORD F-350 XL CREW CAB TRUCK FOR USE BY THE WATER DEPARTMENT AND A CONTRACT, WITHOUT COMPETITIVE BIDDING, WITH GRAPHIC EXPRESSIONS TO WRAP THE TRUCK, FOR AN AMOUNT NOT TO EXCEED \$66,358.94 AND DECLARING AN EMERGENCY IN ORDER TO PUT THE VEHICLE INTO SERVICE AS SOON AS POSSIBLE.

WHEREAS, the Mayor wishes to enter into a contract, without competitive bidding, with Cronin Ford North LLC., for the purchase of a Ford 2025 Truck F-350 XL Crew Cab SRW 2WD, for an amount not to exceed \$65,558.94; and

WHEREAS, the Mayor wishes to enter into a contract, without competitive bidding, with Graphic Expressions, to wrap the truck for an amount not to exceed \$800.00.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Streetsboro, Portage County, Ohio, that:

SECTION 1: The Mayor is hereby authorized to enter into a contract, without competitive bidding, with Cronin Ford North LLC., for the purchase of a Ford 2025 Truck F-350 XL Crew Cab SRW 2WD, for an amount not to exceed \$65,558.94.

SECTION 2: The Mayor is hereby authorized to enter into a contract, without competitive bidding, with Graphic Expressions, to wrap the aforementioned truck, for an amount not to exceed \$800.00.

SECTION 2: The Director of Finance is hereby authorized and directed to make payment for the same from the GL 501.52.5743 Trucks and Equipment.

SECTION 3: It is found and determined that all formal actions of this Council concerning and relating to the adoption of this ordinance were adopted in an open meeting of this Council and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, to the extent applicable, including Chapter 107 of the Codified Ordinances.

SECTION 4: This ordinance is hereby declared to be an emergency measure necessary for the preservation of the public peace, health, safety, convenience and welfare of the residents of this City for the reason that the Council wishes to put the aforementioned vehicle as soon as possible, and provided it receives the affirmative vote of three-fourths of the members elected or appointed to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise it shall take effect and be in force at the earliest period allowed by law.

PASSED:

Date

Justin Ring, President of Council

ATTEST:

Bridget Pavlick, Deputy Clerk of Council

APPROVED:

Date

Glenn M. Broska, Mayor

RECORD OF ORDINANCES

GOVERNMENT FORMS & SUPPLIES 644-224-3330 FORM NO. 30043

Ordinance No. _____ Passed _____, 20____

Prepared and approved as to legal content by: _____
David L. Nott, Law Director

Date Submitted to Mayor for Approval: _____ Returned: _____

Sponsored by: Service Director

RECORD OF ORDINANCES

GOVERNMENT FORMS & SUPPLIES 844-224-3538 FORM NO. 30043

Ordinance No. _____ Passed _____, 20____

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH THE OHIO DEPARTMENT OF TRANSPORTATION ("ODOT") FOR THE PURCHASE OF ROAD SALT THROUGH PARTICIPATION IN THE ODOT 2025-2026 WINTER SALT PURCHASE CONTRACT AND DECLARING AN EMERGENCY IN ORDER TO EXPEDITE THE CONTRACT.

WHEREAS, the Ohio Department of Transportation ("ODOT") has offered the City the opportunity to purchase road salt for the 2025-2026 winter season by and through participation in the ODOT winter contract for road salt, pursuant to Ohio Revised Code §5513.01(B); and

WHEREAS, the City of Streetsboro, pursuant to Section 5513.01(B), requests authorization from the Director of Transportation to participate in the 2025-2026 ODOT contract, for road salt; and

WHEREAS, said purchase, although exempt from competitive bidding by the City, would be at costs competitively bid by the Director of Transportation; and

WHEREAS, the savings would greatly benefit the community and further promote the health, safety and welfare of the citizens of Streetsboro.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Streetsboro, Portage County, Ohio, that:

SECTION 1: The Mayor or his designee (Service Director) is hereby authorized to enter into a contract with the Ohio Department of Transportation ("ODOT") in the form of contract attached hereto at Exhibit "A" and entitled "Resolution Authorizing Participation in the ODOT Road Salt Contract Awarded in 2025" under which the City will be obligated to purchase its requirements for road salt through participation in the ODOT road salt purchase contract. The Mayor and the Service Director are hereby designated authorized signers of Exhibit "A."

SECTION 2: The Director of Finance is hereby authorized and directed to make payment for the same from the GL 101.51.5657 General Fund/ Snow & Ice Materials; the GL 201.61.5657 Street Fund/ Snow & Ice Materials; the GL 202.61.5657 Highway Fund/ Snow & Ice Materials; and the GL 203.61.5657 State and Permissive Fund/ Snow & Ice Materials.

SECTION 3: It is found and determined that all formal actions of this Council concerning and relating to the adoption of this ordinance were adopted in an open meeting of this Council and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, to the extent applicable, including Chapter 107 of the Codified Ordinances.

SECTION 4: This ordinance is hereby declared to be an emergency measure necessary for the preservation of the public peace, health, safety, convenience and welfare of the residents of this City for the reason that the immediate emergency being the necessity for the City to join in a cooperative purchasing program with ODOT as soon as possible to acquire road salt for the 2025-2026 winter season at a reduced cost, and provided it receives the affirmative vote of three-fourths of the members elected or appointed to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor.

PASSED:

Date _____

Justin Ring, President of Council _____

RECORD OF ORDINANCES

GOVERNMENT FORMS & SUPPLIES 944-224-3338 FORM NO. 30043

Ordinance No. _____ Passed _____, 20____

ATTEST: _____
Bridget Pavlick, Deputy Clerk of Council

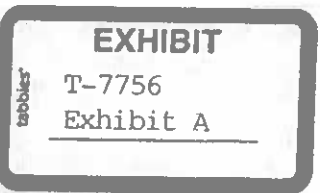
APPROVED: _____
Date _____ Glenn M. Broska, Mayor

Prepared and approved as to legal content by: _____
David L. Nott, Law Director

Date Submitted to Mayor for Approval: _____ Returned: _____

Sponsored by: Service Director

**RESOLUTION AUTHORIZING PARTICIPATION
IN THE ODOT ROAD SALT CONTRACTS AWARDED IN 2025**



WHEREAS, the (INSERT POLITICAL SUBDIVISION NAME, COUNTY LOCATION) (hereinafter referred to as the "Political Subdivision") hereby submits this written agreement to participate in the Ohio Department of Transportation's (ODOT) annual road salt bid in accordance with Ohio Revised Code 5513.01(B) and hereby agrees to all of the following terms and conditions in its participation of the ODOT road salt contract:

- a. The Political Subdivision hereby agrees to be bound by all terms and conditions established by ODOT in the road salt contract and acknowledges that upon award of the contract by the Director of ODOT it shall be bound by all such terms and conditions included in the contract; and
- b. The Political Subdivision hereby acknowledges that upon the Director of ODOT's signing of the road salt contract, it shall effectively form a contract between the awarded salt supplier and the Political Subdivision; and
- c. The Political Subdivision agrees to be solely responsible for resolving all claims or disputes arising out of its participation in the ODOT road salt contract and agrees that each party hereto shall be responsible for liability associated with that party's own errors, actions, and failures to act.
- d. The Political Subdivision's electronic order for Sodium Chloride (Road Salt) will be the amount the Political Subdivision agrees to purchase from its awarded salt supplier at the delivered bid price per ton awarded by the Director of ODOT; and
- e. The Political Subdivision hereby agrees to purchase a minimum of 90% of its electronically submitted salt quantities from its awarded salt supplier during the contract's effective period; and
- f. The Political Subdivision hereby agrees to place orders with and directly pay the awarded salt supplier on a net 30 basis for all road salt it receives pursuant to ODOT salt contract; and
- g. The Political Subdivision acknowledges that should it wish to rescind this participation agreement it will do so by written, emailed request by no later than Friday, May 2, by 5:00 p.m. The written, emailed request to rescind this participation agreement must be received by the ODOT Office of Contract Sales, Purchasing Section email: Contracts.Purchasing@dot.ohio.gov by the deadline. The Department, upon receipt, will respond that it has received the request and that it has effectively removed the Political Subdivision's participation request. Furthermore, it is the sole responsibility of the Political Subdivision to ensure ODOT has received this participation agreement as well as the receipt of any request to rescind this participation agreement. The Department shall not be held responsible or liable for failure to receive a Political Subdivision's participation agreement and/or a Political Subdivision's request to rescind its participation agreement.

NOW, THEREFORE, be it ordained by the following authorized person(s) that this participation agreement for the ODOT road salt contract is hereby approved, funding has been authorized, and the Political Subdivision agrees to the above terms and conditions regarding participation on the ODOT salt contract:

_____	(Authorized Signature)	_____	Approval Date
_____	(Authorized Signature)	_____	Approval Date
_____	(Authorized Signature)	_____	Approval Date
_____	(Authorized Signature)	_____	Approval Date
_____	(Authorized Signature)	_____	Approval Date

THIS RESOLUTION MUST BE UPLOADED TO THE SALT PARTICIPATION WEBSITE BY NO LATER THAN MAY 2, 2025.

PLEASE NOTE: THE DEPARTMENT WILL NOT ACCEPT TYPED SIGNATURES. PARTICIPATION AGREEMENTS SUBMITTED WITH TYPED SIGNATURES WILL BE INVALID AND INELIGIBLE FOR APPROVAL. YOU CANNOT SUBMIT A WORD DOCUMENT VERSION OF THIS PARTICIPATION AGREEMENT. NO EXCEPTIONS.

RECORD OF ORDINANCES

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 30043

Ordinance No. _____

Passed _____, 20____

AN ORDINANCE AMENDING SECTION 147.06 OF TITLE FIVE, PART ONE (ADMINISTRATIVE CODE) OF THE CODIFIED ORDINANCES, RELATING TO ACCRUAL AND USE OF EMPLOYEE VACATION LEAVE, AND DECLARING AN EMERGENCY TO IMPLEMENT THE CITY'S EMPLOYEE VACATION AWARD AND ACCRUAL POLICY AS SOON AS POSSIBLE.

WHEREAS, this Council hereby finds and determines that the City's management of its employee benefit program is a matter of local self-government protected under Article 18, Section 3 of the Ohio Constitution; and

WHEREAS, Mayor Broska recommends that Section 147.06 of the Codified Ordinances be amended as follows (new text underlined; deleted text in ~~strikethrough~~):

147.06 VACATION LEAVE.

(a) All full-time employees shall accrue paid vacation leave upon commencement of employment and shall be awarded and entitled to use earned vacation leave annually beginning on the January 1st of the calendar year following the employee's hire date and on January 1st of each subsequent calendar year. The rates of accrual and amount of paid vacation leave awarded and available for use shall be as determined in subsection (c) hereof.

(b) Vacation time shall be taken at a time approved in advance by the Department Head or the Mayor. The days of vacation are in terms of working hours and forty (40) hours are considered to be one week of vacation. Part-time employees, temporary (seasonal) employees, elected officials, and independent contractors are not entitled to any vacation benefits except as provided for in the Charter.

(c) For purposes of vacation accrual rates, the employee's first calendar year of employment begins on the date of hire and ends on December 31st of the calendar year of the date of hire. Subsequent calendar years of employment begin on January 1st and end on December 31st. Vacation accrual rates and the amount of vacation earned, awarded and available for use in the first year of employment and all subsequent years of employment shall be determined according to the following schedule:

Calendar Year of Employment	Vacation leave accrual rate	Vacation leave earned, awarded and available for use.
1 st	1.54 hrs. x each 80 hr. pay period	None, except as provided in subsection (c).
2 nd	80 hrs.	As accrued in 1 st year of employment
3 rd	80 hrs.	80 hrs.
4 th	80 hrs.	80 hrs.
5 th	120 hrs.	80 hrs.
6 th	128 hrs.	120 hrs.
7 th	136 hrs.	128 hrs.
8 th	144 hrs.	136 hrs.
9 th	152 hrs.	144 hrs.
10 th	160 hrs.	152 hrs.
11 th	168 hrs.	160 hrs.
12 th	176 hrs.	168 hrs.
13 th	184 hrs.	176 hrs.
14 th	192 hrs.	184 hrs.
15 th and each	200 hrs. in year 15 and in	192 hrs. in year 15 and 200 hrs. in

RECORD OF ORDINANCES

GOVERNMENT FORMS & SUPPLIES 644-224-3338 FORM NO. 30043

Ordinance No. _____ Passed _____, 20____

year thereafter. each year thereafter. each year thereafter.

(d) Employees hired with prior full-time service with the State of Ohio or any political subdivision of the State may have their vacation leave accrual rate adjusted according to the duration of full-time service completed with such prior employers if such employment cumulatively exceeds one year. The duration of prior service considered shall be in increments of one year only, and fractional years will be rounded down to the nearest full year. For vacation accrual purposes only, an employee receiving prior service credit will have the credit time added to the employee's accrual rate effective as of January 1st of the employee's second calendar year of employment. (Example: an employee hired with 3 years and 8 months of recognized prior service credit will, on January 1st of the employee's second calendar year of employment, be deemed for vacation accrual purposes only to be at the start of his or her 5th calendar year of employment.) To be recognized, prior service must be independently documented by the prior employer(s) and such documentation shall be maintained in the employee's personnel record.

(c) Notwithstanding and as an exception to subsections (a), (c) and (d) above, lateral hires hired after July 7, 2023 with prior service creditable under subsection (d) will, on their hire date, be immediately assigned to a deemed year of employment in the subsection (c) schedule corresponding with their prior service credit, and shall be immediately awarded usable vacation leave corresponding to their deemed calendar year of employment, prorated from the date of hire to December 31 of the year of hire. On January 1 of the lateral hire's second actual calendar year of employment, a lateral employee will be awarded vacation leave based on a full year of service in their completed deemed year of employment and accrue future vacation leave based on their next deemed year of employment. (Example: A lateral hire with 5 years of creditable prior service credit, hired on July 1, will be deemed in his/her 6th year of employment, and will be immediately credited with 60 hours of usable vacation leave, (prorated from the 120 hours provided for a full year per the subsection (c) schedule). On January 1 of the lateral hire's second actual year of employment, the lateral hire will be deemed in his/her 7th year of employment and will be awarded 128 hours of vacation leave and accrue future vacation leave as provided for the 7th calendar year of employment in the subsection (c) schedule.) For the purposes of this Section, "lateral hire" means a full-time employee hired with no break in service from the State of Ohio or another political subdivision of the state, into the same or substantially similar classification as the one previously held.

~~(e)(f)~~ All vacation leave shall be taken in increments of eight (8) hours or ten (10) hours for employees who work ten-hour days. Office and administrative staff who work independently and do not require a replacement to cover for them, are eligible to use vacation in 2-hour increments with approval of the Department Head or Mayor. After six months of initial employment, an employee may be permitted to take up to one week of vacation "in advance." Such vacation paid in advance shall be deducted from the employee's last paycheck if the employee separates from the City, for any reason, prior to serving one full year of employment.

~~(f)(g)~~ Vacations are not cumulative and shall not be postponed until the following year unless there have been exceptional circumstances which caused postponement. A maximum of ten (10) days may be carried forward. In such cases, a written request for holdover must be approved by the Mayor or the Council President if the request is made by the Clerk of Council. All leave carried over must be taken within the first three (3) months of the year.

~~(g)(h)~~ Absence due to sickness, injury or disability in excess of that hereinafter authorized for such a purpose, may, at the request of the employee, and with the approval of the Mayor, be charged against vacation leave.

RECORD OF ORDINANCES

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 30049

Ordinance No. _____

Passed _____, 20____

(h)(i) When a holiday is observed by the City during an employee's vacation period, the employee shall not be charged for a day of vacation.

(h)(j) Retired or deceased employees shall be entitled to vacation pay for the months worked. The vacation pay shall be computed on the basis of one-twelfth (1/12) of their entitled vacation as determined herein for each month in which an employee worked a minimum of one (1) full pay period. In the instance of deceased employees, the vacation pay shall be made to the deceased's beneficiaries or estate.

(h)(k) On termination of employment, the employee shall be paid for any unused vacation balance, except that the Mayor may rule such balance void if a resignation is submitted with less than ten days' notice, or if the employee is discharged for fraud or dishonesty. It is the declared intention hereof that terminating employees may qualify for no more than a pro rata vacation credit based upon the calendar year and the years of service compared to their date of termination.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Streetsboro, Portage County, Ohio, that:

SECTION 1: Section 147.06 of the Codified Ordinances of the City of Streetsboro is hereby amended to read in full as follows:

147.06 VACATION LEAVE.

(a) All full-time employees shall accrue paid vacation leave upon commencement of employment and shall be awarded and entitled to use earned vacation leave annually beginning on the January 1st of the calendar year following the employee's hire date and on January 1st of each subsequent calendar year. The rates of accrual and amount of paid vacation leave awarded and available for use shall be as determined in subsection (c) hereof.

(b) Vacation time shall be taken at a time approved in advance by the Department Head or the Mayor. The days of vacation are in terms of working hours and forty (40) hours are considered to be one week of vacation. Part-time employees, temporary (seasonal) employees, elected officials, and independent contractors are not entitled to any vacation benefits except as provided for in the Charter.

(c) For purposes of vacation accrual rates, the employee's first calendar year of employment begins on the date of hire and ends on December 31st of the calendar year of the date of hire. Subsequent calendar years of employment begin on January 1st and end on December 31st. Vacation accrual rates and the amount of vacation earned, awarded and available for use in the first year of employment and all subsequent years of employment shall be determined according to the following schedule:

Calendar Year of Employment	Vacation leave accrual rate	Vacation leave earned, awarded and available for use.
1 st	1.54 hrs. x each 80 hr. pay period	None, except as provided in subsection (e).
2 nd	80 hrs.	As accrued in 1 st year of employment
3 rd	80 hrs.	80 hrs.
4 th	80 hrs.	80 hrs.
5 th	120 hrs.	80 hrs.
6 th	128 hrs.	120 hrs.
7 th	136 hrs.	128 hrs.
8 th	144 hrs.	136 hrs.

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 30043

Ordinance No. _____

Passed _____, 20____

9 th	152 hrs.	144 hrs.
10 th	160 hrs.	152 hrs.
11 th	168 hrs.	160 hrs.
12 th	176 hrs.	168 hrs.
13 th	184 hrs.	176 hrs.
14 th	192 hrs.	184 hrs.
15 th and each year thereafter.	200 hrs. in year 15 and in each year thereafter.	192 hrs. in year 15 and 200 hrs. in each year thereafter.

(d) Employees hired with prior full-time service with the State of Ohio or any political subdivision of the State may have their vacation leave accrual rate adjusted according to the duration of full-time service completed with such prior employers if such employment cumulatively exceeds one year. The duration of prior service considered shall be in increments of one year only, and fractional years will be rounded down to the nearest full year. For vacation accrual purposes only, an employee receiving prior service credit will have the credit time added to the employee's accrual rate effective as of January 1st of the employee's second calendar year of employment. (Example: an employee hired with 3 years and 8 months of recognized prior service credit will, on January 1st of the employee's second calendar year of employment, be deemed for vacation accrual purposes only to be at the start of his or her 5th calendar year of employment.) To be recognized, prior service must be independently documented by the prior employer(s) and such documentation shall be maintained in the employee's personnel record.

(e) Notwithstanding and as an exception to subsections (a), (c) and (d) above, lateral hires hired after July 7, 2023 with prior service creditable under subsection (d) will, on their hire date, be immediately assigned to a deemed year of employment in the subsection (c) schedule corresponding with their prior service credit, and shall be immediately awarded usable vacation leave corresponding to their deemed calendar year of employment, prorated from the date of hire to December 31 of the year of hire. On January 1 of the lateral hire's second actual calendar year of employment, a lateral employee will be awarded vacation leave based on a full year of service in their completed deemed year of employment and accrue future vacation leave based on their next deemed year of employment. (Example: A lateral hire with 5 years of creditable prior service credit, hired on July 1, will be deemed in his/her 6th year of employment, and will be immediately credited with 60 hours of usable vacation leave, (prorated from the 120 hours provided for a full year per the subsection (c) schedule). On January 1 of the lateral hire's second actual year of employment, the lateral hire will be deemed in his/her 7th year of employment and will be awarded 128 hours of vacation leave and accrue future vacation leave as provided for the 7th calendar year of employment in the subsection (c) schedule.) For the purposes of this Section, "lateral hire" means a full-time employee hired with no break in service from the State of Ohio or another political subdivision of the state, into the same or substantially similar classification as the one previously held.

(f) All vacation leave shall be taken in increments of eight (8) hours or ten (10) hours for employees who work ten-hour days. Office and administrative staff who work independently and do not require a replacement to cover for them, are eligible to use vacation in 2-hour increments with approval of the Department Head or Mayor. After six months of initial employment, an employee may be permitted to take up to one week of vacation "in advance." Such vacation paid in advance shall be deducted from the employee's last paycheck if the employee separates from the City, for any reason, prior to serving one full year of employment.

(g) Vacations are not cumulative and shall not be postponed until the following year unless there have been exceptional circumstances which caused postponement. A maximum of ten (10) days may be carried forward. In such cases, a written request for holdover must be approved by the Mayor or the Council President if the request is made by the Clerk of Council. All leave carried over must be taken within the first three (3) months of the year.

RECORD OF ORDINANCES

GOVERNMENT FORMS & SUPPLIES 944-274-3338 FORM NO. 30043

Ordinance No. _____

Passed _____, 20____

(h) Absence due to sickness, injury or disability in excess of that hereinafter authorized for such a purpose, may, at the request of the employee, and with the approval of the Mayor, be charged against vacation leave.

(i) When a holiday is observed by the City during an employee's vacation period, the employee shall not be charged for a day of vacation.

(j) Retired or deceased employees shall be entitled to vacation pay for the months worked. The vacation pay shall be computed on the basis of one-twelfth (1/12) of their entitled vacation as determined herein for each month in which an employee worked a minimum of one (1) full pay period. In the instance of deceased employees, the vacation pay shall be made to the deceased's beneficiaries or estate.

(k) On termination of employment, the employee shall be paid for any unused vacation balance, except that the Mayor may rule such balance void if a resignation is submitted with less than ten days' notice, or if the employee is discharged for fraud or dishonesty. It is the declared intention hereof that terminating employees may qualify for no more than a pro rata vacation credit based upon the calendar year and the years of service compared to their date of termination.

SECTION 2: Vacation award and accrual rates for lateral employees hired after July 7, 2023 will be adjusted retroactively to conform with this Ordinance.

SECTION 3: Existing Section 147.06 of the Codified Ordinances, as amended by Ord. No. 2024-156, passed November 25, 2024, is hereby repealed.

SECTION 4: It is found and determined that all formal actions of this Council concerning and relating to the adoption of this ordinance were adopted in an open meeting of this Council and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, to the extent applicable, including Chapter 107 of the Codified Ordinances.

SECTION 5: This ordinance is hereby declared to be an emergency measure necessary for the preservation of the public peace, health, safety, convenience and welfare of the residents of this City for the reason that the Council wishes to give effect to the City's vacation award and accrual policy as soon as possible, and provided it receives the affirmative vote of three-fourths of the members elected or appointed to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor.

PASSED:

Date _____

Justin Ring, President of Council

ATTEST:

Bridget Pavlick, Deputy Clerk of Council

APPROVED:

Date _____

Glenn M. Broska, Mayor

Prepared and approved as to legal content by:

David L. Nott, Law Director

Date Submitted to Mayor for Approval: _____

Returned: _____

Sponsored by: Mayor Broska