

**URBANA CITY COUNCIL  
PUBLIC HEARING  
TUESDAY, FEBRUARY 15, 2022, AT 6:00 P.M.**

The Urbana City Council will hold a public hearing at 6:00 pm on Tuesday, February 15, 2022 in the City Municipal Building Council Chambers located at 205 South Main St. in Urbana, OH 43078 to consider the following proposals:

1. Repealing and Replacing section 931.24 (Sanitary Sewer Capacity Fee) of the Urbana Codified Ordinances.
2. Repealing and Replacing section 939.07 (Water Capacity Fee) of the Urbana Codified Ordinances.

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**URBANA CITY COUNCIL  
REGULAR SESSION MEETING  
February 15, 2022**

**(To be held in the Training Room on the 3<sup>rd</sup> Floor of the Municipal Building)**

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Urbana City Council meetings are now be streamed via Facebook Live. These live streams can be found by visiting the City Council of Urbana, Ohio Facebook page via clicking on the link on the City Council's website: <https://www.urbanaohio.com/city-council.html>

All comments must continue to be made in person. Due to this, the ability to comment on City Council Facebook streams will be disabled.

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- **Call to Order**
  - **Roll Call**
  - **Pledge of Allegiance**
  - **Approval of Minutes:**  
Urbana City Council Work Session Meeting Minutes of January 25, 2022 and Regular Session Meeting Minutes of February 1, 2022.
  - **Communications (see attached)**
    1. OPERS Minimum Earnable Salary in 2022 (See Attached)
    2. City of Urbana 2021 Recycling Report (See Attached)
    3. OneOhio Memorandum of Understanding – Toolkit for Local Governments (See Attached)
  - **Board of Control:**

1. The Board of Control recommends Council authorize a purchase order to Terran Corporation for 2022 landfill groundwater monitoring services (including residential wells) in the amount of \$52,300.00. This expense will be charged to the General Fund – Miscellaneous Non-Departmental and is in the 2022 budget (see attached). **VOTE: 3-0**

\*\*\*Footnote – Purchase Orders \$2,501 - \$50,000 for January 2022 (see attached)\*\*\*

- **Citizen Comments:** (In Person Only; Must Sign-in)
- **Ordinances and Resolutions**

### **Old Business:**

#### **Third Reading:**

**Ordinance 4559-22:** An ordinance to amend Section 1133.08 (Parking Space Requirements) of the Codified Ordinances of the City of Urbana, Ohio. (Three readings, public hearing required)

**Ordinance 4560-22:** An ordinance to update the City of Urbana’s Official Zoning Map by establishing zoning for parcel K48-25-11-01-30-004-00, also known as 1673 US Hwy 68 as R-1 Low Density Residential District. (Three readings, public hearing required)

**Ordinance 4561-22:** An ordinance to create a new subsection of code to be placed in Chapter 1133 (Off-Street Parking and Loading) of the Codified Ordinances of the City of Urbana, Ohio. (Three readings, public hearing required)

**Ordinance 4562-22:** An ordinance to update the City of Urbana’s Official Zoning Map by establishing City designated zoning classification for two recently-annexed properties as BR-1 (Business Residential) District. (Three readings, public hearing required)

**Ordinance 4563-22:** An ordinance to amend the City of Urbana’s Official Zoning Map by rezoning approximately 45 parcels in the area of Storms Avenue, College Way, Grand Avenue, and Clay Street currently zoned M-1 Manufacturing District, to R-2 Medium Density Residential District. (Three readings, public hearing required)

#### **Second Reading:**

**Ordinance 4564-22:** An ordinance accepting the annexation of two tracts (Now combined into parcel #I30-09-12-19-00-008-00) totaling 2.030 acres, more or less, to the City of Urbana, Ohio. (Three readings)

**Ordinance 4565-22:** An ordinance repealing and replacing section 931.24 (Sanitary Sewer Capacity Fee) of the Urbana Codified Ordinances (Three readings, public hearing required)

**Ordinance 4566-22:** An ordinance repealing and replacing section 939.07 (Water Capacity Fee) of the Urbana Codified Ordinances (Three Readings, public hearing required)

**New Business:**

**First Reading:**

**Resolution 2466-22:** A resolution authorizing the acceptance of the Victims of Crime Act (“VOCA”) Grant as administered by the Ohio Attorney General, and declaring an emergency. (Passage on 1<sup>st</sup> Reading)

**Resolution 2628-22:** A ceremonial resolution in support of the Champaign County Historical Society’s efforts to reconfigure and expand the Champaign County Historical Museum and to obtain additional grant funding from the State of Ohio capital budget through the State’s Cultural Facilities Grant Program. (Ceremonial Resolution – Passage on 1<sup>st</sup> Reading)

**Ordinance 4397-22:** An ordinance establishing the salary and benefits for the Fire Chief for the City of Urbana (Three readings)

**Ordinance 4398-22:** An ordinance establishing the salary and benefits for Assistant Fire Chief for the City of Urbana (Three readings)

**Ordinance 4399-22:** An ordinance establishing the salary and benefits for the Central Staff Employees of the City of Urbana (Three readings)

**Ordinance 4400-22:** An ordinance establishing the salary and benefits for the Police Chief of the City of Urbana (Three readings)

**Ordinance 4401-22:** An ordinance establishing the salary and benefits for the Police Lieutenant of the City of Urbana (Three readings)

**Ordinance 4405-22:** An ordinance fixing salary and other benefits for the Director of Administration (Three readings)

**Ordinance 4406-22:** An ordinance fixing salary and other benefits for the Director of Finance (Three readings)

**Ordinance 4407-22:** An ordinance fixing salary and other benefits for the Director of Law (Three readings)

- **Committee Reports:**
  - Determination of Council Department Representatives
- **Miscellaneous Business:**

1. Council
    - Final Salary Commission Recommendation Decisions
  2. Administration
  3. Council Clerk
- **Next Meeting:** Tuesday, March 1, 2022
  - **Adjourn**
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**URBANA CITY COUNCIL  
WORK SESSION MINUTES  
TUESDAY, JANUARY 25, 2022**

President Hess called the City of Urbana Work Session to order at 6:00 pm.

**City Staff attending:** Director of Law Mark Feinstein, City Zoning and Compliance Officer Preston Carter

**All Council members present**

**Committees**

Mr. Thackery passed out guidelines for potential committee structures. He proposed six council committees. Examples would include Economic and Community Development (potentially including Doug Crabill) and a new committee focusing on the Budget.

Mr. Paul indicated Council should ask the new members what they would be interested in. Also, there should not be more than three members per committee.

Mr. Thackery would like to see each committee chaired by a council member with a city staff person as well. He would also like to see it organized by the first council meeting in February.

Mr. Paul would like to see some flexibility to the committees. Things change and Council should be able to create or remove as they see fit.

Mr. Feinstein suggested Council could amend the rules of Council to include rules regarding committees. He indicated in Columbus, each council member is a chair of a committee. Any potential new ordinance goes to that committee first, where the chair would be the sponsor when it goes to the full council.

Mr. Paul indicated he liked the idea of multiple council members on each committee. Mr. Hess indicated that is easier in Columbus where city council members are full time jobs.

Mr. Thackery likes the idea of sponsorship and presentation of legislation. He indicated, however, that city staff should lead the charge. He believes the communication and support from Council should be ongoing through the development of the legislation.

Mr. Paul indicated he liked the Work Force Development committee that Columbus has. Ms. Jumper inquired if these committees are similar to the parking committee the City previously had. This committee had issues with enforcement.

Mr. Thackery indicated it was important for each committee to have proper minutes. Mr. Scott questioned the value of minutes for committees. For infrastructure, he indicated until it actually comes up with a game plan, there was nothing worth taking minutes for. Mr. Thackery indicated it's important to know specifically what is done at each committee meeting. He would like to see committee meetings more formalized here. Each committee should have public meetings, where even if there is nothing specific to talk about, Council members would still be there to answer questions from the general public.

Mr. Hess inquired if anything was getting accomplished in current committee meetings. Mr. Thackery stated that when the Safety Committee is active, he feels it is was productive in learning

about the number of runs, shortages, etc. Mr. Carter indicated that sometimes it is harder to have quantifiable objectives to work towards. Often, it becomes what have we done, instead of what we're working towards. Mr. Paul agreed, stating that last year was more of seeing where things went.

Mr. Scott like the idea of having the committees have specific purposes. For example, the Infrastructure committee would work to find grants to use to pave streets that otherwise couldn't be funded. Mr. Thackery indicated that the committees could work together, i.e. a Budget committee would work to also help find funding. Ways need to be found, otherwise nothing would ever get done.

Mrs. Bean is unsure about council members being the chairs of the committees. City Staff may potentially have better experience. Mr. Paul indicated that currently meetings are informal, everyone casually talks. Mrs. Bean would potentially like to sponsor any future fireworks legislation.

Mr. Hess indicated each council member used to have a department he or she was responsible for. That department would go to their liaison for any needs. It made Council more involved with what was going on in the City. Theoretically, Mr. Thackery would be responsible for the Fire Department as he already has a relationship with Chief Ortleib being on the current safety committee. Mr. Thackery expanded by saying Infrastructure would talk with water and sewer. Mr. Scott indicated he was more familiar with the streets.

Ms. Jumper inquired if CEP was already handling Community Development. Mr. Thackery stated CEP was more for the County than the City, but they do some support work.

Mrs. Collier stated that she preferred the committee as opposed to the direct liaison. She felt she had a better indication of everything going on this way. Mr. Hess stated that liaisons would theoretically be a one-person committee that would report directly to Council. It would be more singularly focused.

Mr. Thackery indicated that it appeared to be pretty split between committees and liaisons. He asked to take a quick poll to see where each person stood. Mrs. Bean liked the committee idea. Mrs. Collier liked the committee approach and was curious why the other way didn't work. Mr. Paul indicated it just kind of stopped. He stated that it was still pretty muddied on what committees would actually be needed. If he had to pick at this moment, he would pick department representatives because the role is more clear cut. Mr. Scott and Ms. Jumper both agreed with Mr. Paul.

Ms. Jumper indicated if Council were to have committees, they would not necessarily have to meet every month. Mr. Thackery stated that specific meetings would have to be scheduled due to the public open meetings requirement. Mr. Carter indicated that there would not be any open meetings requirement with department liaisons. One could just swing by whenever needed.

Mr. Feinstein suggested why not start with department representatives. If they don't work, Council could go back to committees. This way, you wouldn't need a specific purpose, and may actually accomplish more. Mr. Paul then added that each council member would report at each meeting if there was anything to update.

Ms. Bean agreed with this plan. Mr. Thackery now agreed with this plan as well. As long as something was structured with reports at Council meetings. Mr. Thackery and Mr. Feinstein will meet to list the departments and potential assignments.

Mr. Hess asked if this would need to be passed by ordinance. Mr. Feinstein stated this would require a resolution.

### **Salary Committee**

Mr. Feinstein indicated that the salary committee previously met and made recommendations. Council can accept (all/some) or reject those recommendations. Each recommendation should be brought up and decided yea or nay. Unlike the planning commission, if it is rejected, than the recommendation is dead. Mr. Feinstein indicated that nothing is enacted yet. Each passed recommendation would go into effect during the next term, as no one can vote themselves a raise.

Mr. Scott indicated it should just be brought up at the next meeting. Each item should be voted on to just be done with it. The remaining council members all agreed.

### **Ordinance 4561-22**

Mr. Feinstein indicated these were planning commission recommendations. Any thoughts Council has would be sent back to the planning commission.

Mr. Scott has an issue with the 72 hours per year language. Mr. Carter stated that it can sit on your property (on the durable surface) for as long as you want. One just can't live in it for more than 72 hours. Mr. Paul asked how prevalent this issue was. Mr. Carter indicated enough to warrant this ordinance. Ms. Jumper added that people live in vans and tents under bridges. This is all visible from her property.

Mr. Carter indicated that enforcement would be like any other zoning violation. First, a letter would be issued that takes time. Then a violator would be given ten days to address the violation. Typically guests are going to be gone by then. If not, it goes to Court. First offense is a minor misdemeanor. Subsequent offenses are misdemeanors of the fourth degree (potential jail time). Mr. Thackery asked if these are complaints that are initiated by the general public. Mr. Carter answered that yes, typically that is what zoning responds to. Zoning needs a vantage point to view. If he can't see it, he can't enforce it.

Ms. Jumper asked if this is something that one could get permission for ahead of time. Mr. Carter indicated no.

Mr. Thackery stated the guidance is to keep the neighborhood so everyone can appreciate it. Mr. Hurst indicated that in a lot of more updated zoning cities, it is becoming an issue of taking utilities, which becomes a hazard. Need a stricter threshold to keep it from becoming an issue. Campers are growing with weeds in back yards. There are approximately 10-12 rotting away which brings down property values.

Mr. Paul brought up the issue previously with mowing lawn into street. Voted down because police said they would never enforce it. This issue would be for the habitual abuser.

Mr. Carter added the point of zoning is not to overturn every rock. It's to keep things as harmonious as possible.

Mrs. Bean stated the explanation for enforcement made perfect sense.

Mr. Carter added the term utility trailer was added to address anything basically that has wheels, which cannot be parked on grass. He referenced storage facilities if one couldn't do that in one's own yard. Those facilities are still required to not be on grass.

Mr. Hess brought up a potential issue with business like SVG and White's parking in lots versus parking in grass like they currently do.

Mr. Hurst asked why do they need to park in grass. There are parking standards for environmental reasons. If there is a legitimate reason these businesses need to park in grass, they can apply for a variance.

**Ordinance 4562-22**

No council member had any comment on the issue.

**WORK SESSION COMPLETED AT 7:29 p.m.**

**NEXT SCHEDULED MEETING**  
February 1, 2021, at 6:00 p.m.

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Council Clerk

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Council President



**URBANA CITY COUNCIL  
PUBLIC HEARING  
TUESDAY, FEBRUARY 1, 2022**

President Hess called the Public Meeting to order. This first topic discussed was the amendment to Section 1133.08 (Parking Space Requirements) of the Codified Ordinances of the City of Urbana, Ohio.

Preston Carter spoke that the current requirement for parking spaces in the city calls for one space per 1,000 square feet of office space. The new requirement would be 1.1 spaces per every employee. Restaurants would also see a change in parking requirements. This ordinance would require 1 parking space per employee and 1 space for every four seats for patrons instead of the current standard of 1 space per 1,000 square feet.

There were no comments from the public.

The second topic was updating the City of Urbana's Official Zoning Map by establishing zoning for parcel K48-25-11-01-30-004-00, also known as 1673 US HWY 68 (Urbana City Schools K-8 Building) as R-1 Low Density Residential District.

Mr. Carter informed Council that the area is currently unzoned. This would match the designation the township previously had, while leaving it open to any future plans the school district may have. There were no comments from the public.

The next topic was creating a new subsection of code to be placed in Chapter 1133 (Off-Street Parking and Loading) of the Codified Ordinances of the City of Urbana, Ohio.

Mr. Carter stated that this legislation would be for RVs, campers, etc. It would require these vehicles to be parked on a paved surface or gravel if it predates the passage of the paved requirements. It also would prevent the storage of semi-trucks or commercial trailers on residential properties. Finally, it would prevent the occupancy of RVs, campers, etc. for greater than 72 hours on any premises not specifically designated for its use.

Jill Gunsaulies (745 Pindar) – Believes the ordinance goes too far and 72 hours is not enough.

Eric Turnmire (128 W. Ward) – Stated it placed an undue burden to pave parking spaces. His street does not have enough street parking and his backyard is only grass.

Sherry Turnmire (128 W. Ward) – Concerned she won't be able to park in parking spaces because she didn't put gravel in her lot.

Eugene Fields (922 S. Walnut) – Believes that people with proper tags and insurance will just move their vehicles on the street every 72 hours. He stated this will affect a lot of people and urged Council to vote no.

The fourth topic was to update the Official Zoning Map by establishing two recently-annexed properties as BR-1 (Business Residential) District.

Mr. Carter stated that these two residences are surrounded by commercial properties and would allow flexibility in the future.

There were no comments from the public.

The final topic was to amend the Official Zoning Map by rezoning approximately 45 parcels in the area of Storms Avenue, College Way, Grand Avenue, and Clay Street, currently zoned M-1 Manufacturing District, to R-2 Medium Density Residential District.

Mr. Carter explained this would more accurately reflect what was currently in existence. There were no comments from the public.

President Hess called the Public Hearing closed at 6:22 pm.

**URBANA CITY COUNCIL  
REGULAR SESSION MEETING  
TUESDAY, FEBRUARY 1, 2022**

President Hess called the City of Urbana Regular Session Meeting to order at 6:23 pm.

**City Staff attending:** Mayor Bill Bean, Director of Administration Kerry Brugger, Director of Finance Chris Boettcher, City Engineer Tyler Bumbalough, City Zoning and Compliance Officer Preston Carter, Community Development Manager Doug Crabill, Superintendent of Public Works Chad Hall and Fire Chief Dean Ortleib.

**President Called Roll:** Ms. Jumper, present; Mr. Scott, absent; Mr. Paul, present; Mr. Thackery, present; Mrs. Collier, present; and Mrs. Bean, present.

**Proclamation by the Mayor**

Mayor Bean informed Council that Urbana has recently lost two individuals who meant a great deal to the City: 94-year-old Clarence (Bud) Brown, Jr., and Member of the Board of Zoning Appeals Donald “Skip” Mintchell. Mr. Bean stated that each served in their own way and with distinction. Therefore, to honor all citizens who helped shape Urbana to what it is today, Mayor Bean is declaring that February will be Urbana Appreciation Month.

**Chamber of Commerce Visitor’s Bureau update**

Sara Neer spoke to Council about the Chamber of Commerce Visitor’s Bureau. She discussed the new logo and visitor’s guide the Bureau has drafted. She also provided copies of these guides and lists of upcoming events. She mentioned currently the Bureau is working with Travel Ohio, a state coop that will cover 75% of the Bureau’s advertising.

Mr. Paul inquired where to sign up for the newsletter. Ms. Neer indicated it should be on the website, but she would also send a link via e-mail. Mr. Thackery stated what a great job the Bureau has done over the last few years to get where it is today.

**Minutes**

Mr. Thackery moved to put the minutes of January 18, 2022 on the floor for discussion and possible approval. Mr. Paul seconded. Mr. Thackery noted missing voice votes that needed filled. Voice vote on approval of amended minutes: all ayes; nays, none.

Motion passed 5-0

**Communications**

1. Oak Dale Cemetery Board Meeting Minutes of November 21, 2021.
2. Communication from the Ohio Division of Liquor Control dated January 7, 2022, regarding the new liquor permit application for the Spotted Cow Coffeehouse, 113 N. Main St.
3. Safety Committee Meeting Minutes of January 20, 2022.
4. Ohio Ethics Commission Filing Reminder

Mr. Thackery moved to put the communications on the floor for further discussion and possible passage. Mrs. Bean seconded.

Mr. Crabill mentioned the liquor permit request was the first from the D5L revitalization.

Voice vote on approval: all ayes; nays, none.

Motion passed 5-0.

#### **Administrative Reports – Board of Control**

1. American Rock Salt Co., LLC for the purchase of 880 tons of roadway salt in the amount of \$55,431.20. This purchase is through the 2021-2022 ODOT Salt Bid program. This expense will be charged to the Street Fund and is in the 2022 budget.

Mrs. Bean moved to put this request on the floor for further discussion and possible discussion. Mr. Paul seconded.

Ms. Boettcher stated that this was omitted from the blanket P.O.s and with the upcoming winter weather, needed to be brought to Council's attention.

Mr. Hall added that the City used 393 tons in January. Also, the little snow events use as much salt as the big events. He felt the City was in good shape for the upcoming snow storm.

Mr. Paul asked if 800 tons was around typical. Mr. Brugger replied that generally in the 700-800 ton range. The City is allowed up to 10% more and decided to take it.

Mr. Hall added that the City had around 600 tons to start the year. Taking into account the new addition with the January usage, the City will be around 1,100 tons.

Mrs. Collier asked if the City uses beet juice. Mr. Hall informed no, that rain before snow would wash it away.

Mr. Hess inquired if it was a collective bid with the rest of Champaign County. Mr. Brugger stated no, that ODOT just bundles for usage purposes. The City could bid from other sources, but any savings in material would be eaten up by delivery costs.

Voice vote on approval; all ayes, nays none.

**Citizen Comments:** None

#### **ORDINANCES AND RESOLUTIONS**

**Third Reading:**

None

**Second Reading:**

**Ordinance 4559-22**

An ordinance to amend Section 1133.08 (Parking Space Requirements) of the Codified Ordinances of the City of Urbana, Ohio. (Three readings, public hearing required)

Mr. Thackery moved to put this Ordinance on the floor for discussion. Mrs. Collier seconded.

Mr. Carter repeated from earlier public hearing that the current requirement for parking spaces in the city calls for one space per 1,000 square feet of office space. The new requirement would be 1.1 spaces per every employee. Restaurants would also see a change in parking requirements. This ordinance would require 1 parking space per employee and 1 space for every four seats for patrons instead of the current standard of 1 space per 1,000 square feet.

Mr. Paul stated the items taken out were ludicrous and that trimming it down makes sense.

Mr. Thackery added that the City has been needing this for a long time.

President Hess declared this Ordinance to have its second reading.

**Ordinance 4560-22**

An ordinance to update the City of Urbana's Official Zoning Map by establishing zoning for parcel K48-25-11-01-30-004-00, also known as 1673 US Hwy 68 as R-1 Low Density Residential District. (Three readings, public hearing required)

Mr. Thackery moved to put this Ordinance on the floor for discussion. Mr. Paul seconded.

Mr. Carter added that the School is not at the point to add input on a PUD designation. In the meantime, this places the School on the Zoning map.

Mr. Thackery likes this least restrictive zoning. Mr. Paul appreciated the City being proactive.

President Hess declared this Ordinance to have its second reading.

**Ordinance 4561-22**

An Ordinance to create a new subsection of code to be placed in Chapter 1133 (Off-Street Parking and Loading) of the Codified Ordinances of the City of Urbana, Ohio. (Three readings, public hearing required)

Mr. Thackery moved to put this Ordinance on the floor for discussion. Mr. Paul seconded.

Mr. Carter stated this would prevent the parking of RVs, trailers, etc. on grass or other unapproved surfaces. If there is a hardship, the Board of Zoning Appeals exists for this reason. One can apply for a variance.

Ms. Jumper asked if the City has an issue with people residing in campers. Mr. Carter stated yes. There are standards for every zoning district and campers don't typically fit into the equation. Currently, individuals could bring in multiple campers on properties and nothing could be done.

Mr. Thackery inquired as to this ordinance being retroactive. Mr. Carter stated that approved surfaces are not changing. If someone is currently allowed gravel, they will continue to be allowed on gravel.

Mr. Paul asked if the zoning department is going to randomly roam the city for violations or is it a case of a violation being blatantly clear. Mr. Carter clarified that the City is not seeking out to overturn every rock. They will listen to citizen input and complaints based on what is negatively impacting individuals. These violations should be blatantly obvious in public view.

President Hess declared this ordinance to have had its second reading.

### **Ordinance 4562-22**

An ordinance to update the City of Urbana's Official Zoning Map by establishing City designated zoning classification for two recently-annexed properties as BR-1 (Business Resident) District. (Three readings, public hearing required)

Mr. Thackery moved to put this Ordinance on the floor for discussion. Mr. Paul seconded.

Mr. Carter spoke that these newly annexed properties are surrounded by business in all directions. In the future, they could potentially be turned into businesses.

Mr. Paul did not see this as spot zoning and was all for it. Mr. Thackery asked in the future if these residences turned into commercial properties, would the city rezone to all commercial. Mr. Carter stated it would depend on what the development looked like.

Mr. Crabill stated that one of these properties has already sold and the other is on the market. It is being marketed as potentially commercial. This is consistent with how the township had the areas.

President Hess declared this ordinance to have had its second reading.

### **Ordinance 4563-22**

An ordinance to amend the City of Urbana's Official Zoning Map by rezoning approximately 45 parcels in the area of Storms Avenue, College Way, Grand Avenue, and Clay Street currently zoned M-1 Manufacturing District, to R-2 Medium Density Residential District. (Three readings, public hearing required)

Mr. Thackery moved to put this Ordinance on the floor for discussion. Mr. Paul seconded.

Mr. Carter reiterated that this would make all residential lots actually zoned as residential lots.

President Hess declared this ordinance to have had its second reading.

**First Reading:**

**Resolution 2584-22**

A resolution authorizing the Director of Administration of the City of Urbana, to execute the Airport Rescue Grant Offer, Grant No. 3-39-0080-026-2022 for the Grimes Field Airport (I74), and declaring it an emergency. (Passage on 1<sup>st</sup> Reading)

Mr. Paul moved to put this Resolution on the floor for further discussion and possible passage. Mr. Thackery seconded.

Mr. Brugger stated that this grant is for assistance for anything having to do with COVID-19. Every once in a while the City will get a surprise like this. The grant is for up to \$32,000. This is in addition to the normal grants the City receives for the airport.

Mr. Paul stated that since we don't have the exact amount, the airport hasn't created plans on what this will be spent on. Mr. Brugger informed that this isn't necessary free money, it's money from our own pockets coming back. Mr. Thackery believes if the City doesn't spend it, someone else will.

President Hess called for a roll call for passage. Mr. Paul, yes; Mr. Thackery, yes; Mrs. Collier, yes; Mrs. Bean, yes; and Ms. Jumper, yes.

Resolution passed 5-0.

**Resolution 2627-22**

A resolution declaring the necessity of improving South and North Main Street in the City of Urbana, Champaign, Ohio by constructing or repairing curbs, gutters, driveway approaches and appurtenances thereto on a section of North Main Street between Court Street and Washington Avenue/Gwynne Street, and declaring an emergency. (Passage on 1<sup>st</sup> Reading)

Mr. Paul moved to put the resolution on the floor. He then amended his motion to include the possible passage. Mrs. Bean seconded.

Mr. Bumbalough mentioned that some of the aforementioned matters are currently in good repair and will remain. This will be about double the size of the project of Scioto Street.

Bids will take place in March and then a three reading ordinance will occur to proceed on improvements. Under the Ohio Revised Code, Mr. Bumbalough reminded Council that this will require three-quarters passage.

Mr. Thackery stated that Scioto Street ran smoothly. If this is the same procedure, the City should be fine.

Mr. Paul inquired as to the timeline for notice. Mr. Bumbalough would send letters on February 7<sup>th</sup> and notice in the paper on February 8<sup>th</sup>. Construction would begin around mid-April with completion by the end of June.

Mr. Paul was also concerned with the amount of notice citizens would have to pay for the process. Mr. Bumbalough stated that the previous sidewalks measure indicated that this procedure would be coming this spring. Similar payment measures would still exist: prepayment or no fee tax assessment over five years. Ms. Boettcher informed Council about 27% of the Scioto Street residences chose prepayment.

Ms. Jumper knew of a couple of addresses that may need up to date resident information. She was going to provide that information to Mr. Bumbalough.

Mr. Hess asked how the estimates were calculated. Mr. Bumbalough stated there were a lot of variables, including the length of the curbs, length of driveways, existence of service walks, etc.

President Hess called for a roll call for passage. Mr. Thackery, yes; Mrs. Collier, yes; Mrs. Bean, yes; Ms. Jumper, yes; and Mr. Paul, yes.

Resolution passed 5-0.

#### **Ordinance 4564-22**

An ordinance accepting the annexation of two tracts (Now combined into parcel #I30-09-12-00-008-00) totaling 2.030 acres, more or less, to the City of Urbana, Ohio. (Three readings)

Mr. Crabill spoke to the previous filing of services for the Oelker residence. The Board of Commissioners approved the annexation on November 16<sup>th</sup>, 2021. By law, it has to sit for sixty days. This brings Council to this ordinance. After passage, the annexation would be recorded after thirty days.

President Hess declared this ordinance to have had its first reading.

#### **Ordinance 4565-22**

An ordinance repealing and replacing section 931.24 (Sanitary Sewer Capacity Fee) of the Urbana Codified Ordinances (Three readings, public hearing required)

Mr. Paul moved to put this Ordinance on the floor for discussion. Mr. Thackery seconded.

Mr. Hall spoke that this ordinance and the next are mirror images. Previous language had a capacity fee cap of \$1,000. Increased by \$50 each year and have finally reached the cap of \$1,600. Majority of the ordinance deals with new constructions, based on EPA guidelines. Noticed the flow amounts are extremely too high, based on design and not actual usage. City has been known to reimburse because of this. The City didn't really have a way of estimate usage for larger users.

Mr. Paul liked the standardization. He asked what the capacity fee fund is currently used for. Ms. Boettcher informed Council that it goes to the sewer fund.

President Hess declared this ordinance to have had its first reading.

### **Ordinance 4566-22**

An ordinance repealing and replacing section 939.07 (Water Capacity Fee) of the Urbana Codified Ordinances (Three readings, public hearing required)

Mr. Thackery moved to put this Ordinance on the floor for discussion. Mrs. Bean seconded.

Mr. Hall indicated this was the same as the previous, only for the water capacity fee.

President Hess declared this ordinance to have had its first reading.

The public hearing for Ordinances 4565-22 and 4566-22 has been scheduled for Tuesday, February 15, 2022 at 6:00 pm.

### **Committee Reports:**

Mr. Thackery stated that at the previous work session, Council discussed having members responsible for departments, as opposed to having committees. He distributed a list to Council members of potential recommendations. The departments were organized into seven like groups with each Council member acting as a liaison.

Mr. Hess volunteered to be the liaison for the Law Department until the Fourth Ward could be filled.

Mrs. Bean stated she would like some time to determine which Council member would be the best fit for each group. Mr. Hess asked Council to discuss prior to the next meeting so we can finalize the liaisons at that time.

### **Miscellaneous Business**

Mr. Thackery stated Council still had to address the salary commission recommendations. Mr. Paul suggested it be definitively added to the next agenda to have a final decision.

Chief Ortleib discussed the upcoming G402 class. It will be held April 23<sup>rd</sup> from 9 am to 1 pm. He stated he would send out a link to register in the future. We are currently living in normal times, but that could change rapidly. We need to be prepared because one tremendous event could have the loss of life or property. Everybody needs to know their role in an emergency operation. This class makes sure everyone is prepared.

Mr. Crabill stated the open house for Legacy Place will be February 14<sup>th</sup> from 1pm to 6 pm. All three buildings (North, South, and the Douglas Inn) will be open for touring. There will be a ribbon cutting at 11:30 am specifically for the partners involved.



Mr. Hall stated that Public Works is ready to go for the upcoming winter storm. They would start using social media more often as well. This will be the first big snow for the new roundabout and urged everyone to be patient.

Ms. Boettcher informed Council that the budget binders have been distributed. Any questions, please see her.

Mr. Brugger thanked the Council for passing the resolution of necessity. There had been a habit of kicking the can down the road on these projects and the City is really starting to roll now. He also stated that the 2021 Annual Review has been distributed and if there are any questions, people can reach out to any division head. This will be placed on the website tomorrow morning.

Mr. Bean stated he would like to see everyone at the Legacy Place open house. He also stated that Bud Brown's funeral would be tomorrow and expected it to be busy.

Council Clerk Roger Steffan informed Council that this was the first use of meetings being streamed on Facebook Live. It seemed to be working well. The main benefit will be the ability to easily watch meetings after the fact.

Mr. Hess reminded Council to get their Ethics Commission paperwork filed. He also stated the new water meters are now online and being read by computers.

Mr. Thackery moved to adjourn. Ms. Jumper seconded. Voice vote on approval: all ayes, nays none. Motion passes 5-0.

**ADJOURNED AT 7:54 p.m.**

**NEXT SCHEDULED MEETING**  
February 15, 2021, at 6:00 p.m.

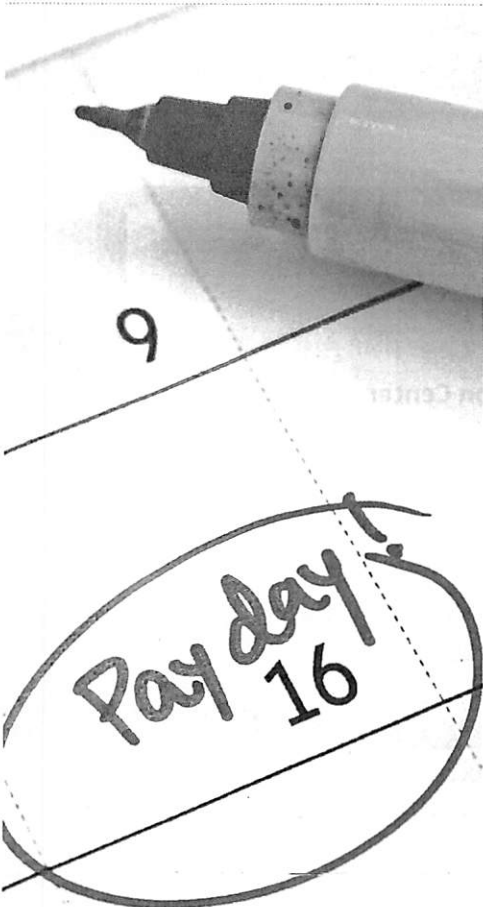
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Council Clerk

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Council President

# Minimum Earnable Salary in 2022



*The minimum amount that OPERS members in the Traditional Pension and Combined Plans must earn each reporting month to qualify for a full month of service credit will increase by 1.75 percent each year between 2020 and 2029.*

The minimum earnable salary for a full month of service credit in 2022 is \$696.84. Members can earn partial service credit for a given month if they earn less than this amount in a reporting month.

To earn a full month of service credit applicable to health care coverage in the Traditional Pension and Combined Plans, you must earn a minimum of \$1,000 per reporting month, and only the following service credit types will apply to health care eligibility:

- Contributing service (which includes plan change service credit)

- Eligible Ohio Retirement System service combined at retirement
- Interrupted military time (USERRA)
- Unreported public service
- Redeposit (refunded/restored) service

*Please note that health care credit is not pro-rated. Members must earn at least \$1,000 in a month to qualify for a month of service credit applicable to health care eligibility.*

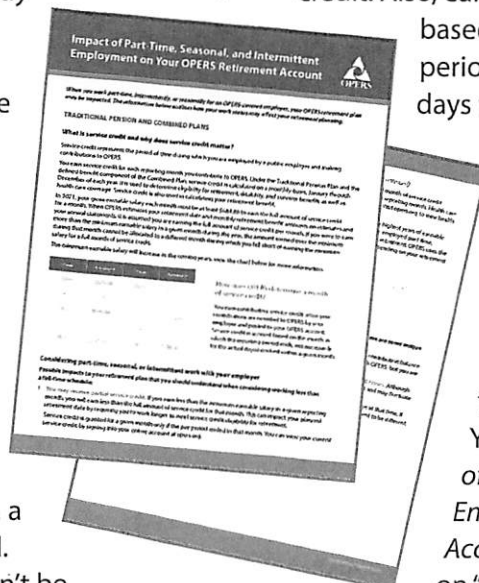
## Fact sheet created for part-time

*Service credit can be affected by those working seasonally, intermittently*

Many OPERS members work part-time, intermittently or in seasonal employment. We've recently created a fact sheet that explains the impact that working part-time, seasonally and intermittently can have on a member's retirement account and their eligibility for the OPERS health care program. It outlines how work status may affect planning for retirement.

Much of the information refers to rules on service credit for those in the Traditional Pension and Combined Plans. For instance, members earn service credit based on a minimum monthly earnings threshold. Earning more money in one month can't be allocated to another month in which a member earns

less than the minimum amount for full-time service credit. Also, earnings applied to service credit are timed based on when the employer's reporting period ends, not necessarily the actual day or days worked within a month.



These considerations can impact one's final average salary, pension benefit and health care eligibility. We encourage all members who work part-time, seasonally or intermittently to review this fact sheet and become familiar with the rules of service credit. You can find this fact sheet titled *Impact of Part-Time, Seasonal, and Intermittent Employment on Your OPERS Retirement Account* by visiting [opers.org](http://opers.org) and clicking on "Member Library" under the Active Members menu.

# City of Urbana, Ohio

## 2021 Curbside Recycling Report

	Recycle	Recycle	Recycle	Recycle	Recycle	Recycle	Recycle	Recycle	Change (Tons)	Change (%)
	Ttl (2021)	Ttl (2020)	Ttl (2019)	Ttl (2018)	Ttl (2017)	Ttl (2016)	Ttl (2015)	Ttl (2014)	(2021 vs. 2020)	(2021 vs. 2020)
<b>Jan.</b>	62.12	48.70	53.47	61.81	29.60	32.94	45.11	50.20	13.42	28%
<b>Feb.</b>	43.85	43.59	49.67	49.20	34.10	31.34	33.80	26.00	0.26	1%
<b>Mar.</b>	61.96	58.86	56.24	62.35	42.50	43.60	39.00	28.71	3.10	5%
<b>Apr.</b>	57.53	71.06	63.18	52.58	37.60	35.52	66.80	33.91	-13.53	-19%
<b>May</b>	46.06	70.17	60.16	68.30	30.30	35.25	38.60	49.80	-24.11	-34%
<b>June</b>	59.43	63.70	55.00	61.54	30.80	45.80	44.60	65.60	-4.27	-7%
<b>July</b>	65.05	62.19	65.16	53.02	30.90	37.20	43.60	73.71	2.86	5%
<b>Aug.</b>	57.20	54.88	55.76	60.46	31.30	26.31	33.52	62.52	2.32	4%
<b>Sept.</b>	56.71	60.82	56.80	47.31	46.61	61.80	33.20	51.31	-4.11	-7%
<b>Oct.</b>	54.92	56.05	54.06	53.30	48.45	31.99	38.31	48.91	-1.13	-2%
<b>Nov.</b>	55.34	56.80	61.78	63.76	63.83	38.03	29.20	54.71	-1.46	-3%
<b>Dec.</b>	63.56	67.52	63.29	56.24	50.66	45.31	48.60	50.40	-3.96	-6%
	683.73	714.34	694.57	689.87	476.65	465.09	494.34	595.78	-30.61	-4%

### 2021 Program Highlights

4% decrease in total tonnage of recyclables collected in 2021 vs. 2020

30.61 less tons of recyclables collected in 2021 vs. 2020

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*Prepared by: David A. Riepenhoff and Marc A. Fishel,  
Fishel Downey Albrecht & Riepenhoff LLP*

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**Q-4: When will Opioid Funds be received and disbursed to Local Governments and the Regions?**

A-4: Millions of settlement dollars have already been deposited as the first installment of funds. The statewide Foundation Board will determine the timing and procedure for disbursement of regional shares under The OneOhio MOU. Additional opioid funds will be paid annually over the next 18 years pursuant to a settlement payment schedule. The Local Governments share (30%) will be paid to the Local Governments directly.

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**Q-5: What can the Opioid Funds be used for?**

A-5: All Opioid Funds, regardless of allocation, must be used for certain Approved Purposes defined in The OneOhio MOU and its Exhibits. Opioid Funds can be used on programs that address prevention, treatment and long-term recovery; criminal justice; and public awareness costs that promote the overall health and well-being of Ohioans, and the Local Government share can also be used for past expenditures consistent with the Approved Purposes. The plan ensures that these funds are preserved and flexible over time as a way of helping combat the ever-evolving drug problem.

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**Q-6: Which Local Governments will receive Opioid Funds and participate in establishing regional governance and representation?**

A-6: The Local Governments under The OneOhio MOU are all counties, cities, villages and townships in Ohio. If a Local Government's share is less than \$500, then that amount will instead be distributed to the county in which the Local Government lies.

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**Q-7: How much will each Local Government receive under The OneOhio MOU?**

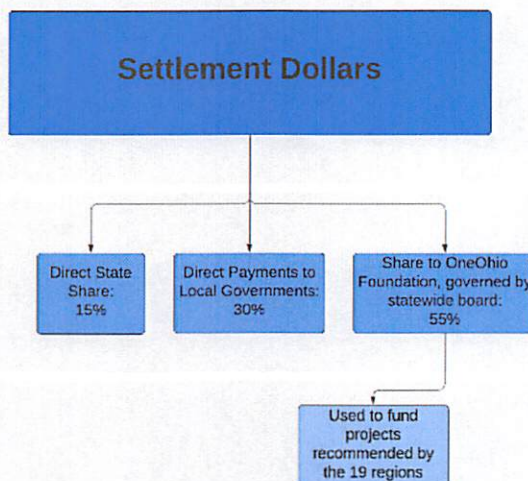
A-7: Each Local Government will receive a direct allocation from the Local Government share (30%) of the Opioid Funds pursuant to an established formula. Further, each Region will be allocated dollars from the Foundation share (55%) of the recovered Opioid Funds for Approved Purposes under The OneOhio MOU. Allocation estimates to both Local Governments and Regions can be found in this Toolkit.

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OneOhio Foundation Framework



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**Q-8: Who will disburse Opioid Funds to Local Governments and Regions?**

A-8: The statewide Foundation created under The OneOhio MOU will develop and approve procedures of the disbursement of regional Opioid Funds consistent with the MOU.

As to regional shares, the Regions will make submissions to the Foundation to fund projects within the Regions which are consistent with the Approved Purposes stated in The OneOhio MOU. Within 90 days after the first receipt of Opioid Funds, and annually thereafter, the Foundation Board shall determine the amount and timing of Foundation funds to be distributed as regional shares. Projects which are approved by the Foundation Board will receive funding directly through the Foundation from the regional Share (or a portion thereof depending on the cost of the project) which is allocated to such Region.

The Local Governments will receive their respective Local Government share of the Opioid Funds directly pursuant to the settlement agreement or from a settlement administrator.

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**Q-9: Who will decide on how to use the Opioid Funds from the Local Government allocation?**

A-9: Local Governments will individually decide on how to use the Opioid Funds from the Local Government allocation (30%) in their jurisdiction, consistent with the Approved Purposes. It is expected that the Foundation Board will hear any appeals by Local Governments from any denials of requested use of funds.

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INTRODUCTION

Dear Local Government Official,

Our statewide associations have joined to offer this Toolkit to assist Local Governments in understanding and establishing regional governance structures under The OneOhio Memorandum of Understanding.

In March 2020, the State of Ohio and Local Governments throughout the State banded together to create The OneOhio Memorandum of Understanding. The OneOhio MOU is one-of-a-kind in the Nation, giving Ohio’s Local Governments (counties, townships, cities and villages) a direct role in directing Opioid Funds to implement strategies for community recovery from the opioid crisis. It establishes a mechanism to disburse settlement proceeds from opioid litigation into Ohio’s communities to help abate the opioid crisis. The funds can be used for numerous purposes under The OneOhio MOU, including programs that address prevention, treatment, recovery, public awareness, criminal justice and other crucial services.

Due to settlements that occurred in August 2021, and settlements that are expected in early 2022, hundreds of millions of dollars will flow into Ohio to help abate the opioid crisis and provide monetary relief for communities ravaged by opioid addiction. The time is now for Local Governments to organize to establish their Regions to begin to abate Ohio’s opioid crisis by directing these funds to valuable programs within our communities.

This Toolkit will help you through the decisions that need to be made within each Region during this initial organizational period, including determining a regional governance structure and selecting a regional appointment to the statewide Foundation Board. This Toolkit includes ([with hyperlinks](#)):

- Part I**            [FAQs about The OneOhio Memorandum of Understanding](#)
- Part II**           [Key Considerations for Local Governments in Establishing Regional Governance](#)
- Part III**          [Selecting Regional Governance Options](#)
- Appendix A**      [The OneOhio Memorandum of Understanding, with Exhibits A, C, & D](#)  
*\*Exhibit B to The OneOhio MOU is available on the CCAO OneDrive*
- Appendix B**      [Public Works Commission District Structures](#)
- Appendix C**      [Function of Regional Board Flowchart](#)
- Appendix D**      [Resolution Authorizing Participation In Regional Governance Structure](#)
- Appendix E**      [Resolution Appointing Initial Regional Representative](#)
- Appendix F**      [Considerations for OneOhio Recovery Foundation, Inc.’s 501\(c\)\(3\) Status](#)

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Fishel Downey Albrecht & Riepenhoff LLP*

It is imperative that local governments work together within their Region to form a regional structure to: a) appoint a representative to the statewide Foundation Board; and b) evaluate projects and make submissions to the statewide Foundation on funding programs to get the money into our communities.



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**David A. Riepenhoff, Partner**

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PART I

FAQs: The OneOhio Memorandum of Understanding

**Q-1: What is the Opioid litigation about?**

A-1: From 2010 to 2019, opioid overdoses claimed the lives of more than 23,700 Ohioans, with countless others having had their lives and/or communities torn apart by opioid addiction. Since 2017, the State of Ohio and dozens of political subdivisions around the State filed suit against certain participants in the pharmaceutical supply chain for their alleged role in the damage caused to communities ravaged by this opioid crisis. Some of this litigation has settled, and some is ongoing.

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**Q-2: What is The OneOhio Memorandum of Understanding?**

A-2: In March 2020, after four months of discussions, the State of Ohio, Local Governments and Plaintiffs' Executive Committee of the National Prescription Opiate Multidistrict Litigation negotiated The OneOhio Memorandum of Understanding. Local governments encompassing more than two-thirds of the state's population signed on to The OneOhio MOU, a plan to jointly approach settlement negotiations and litigation with the drug manufacturers and distributors of opioids. The OneOhio MOU provides a mechanism for the distribution of any opioid settlement funds and outlines how the funds can be used. Specifically:

- 55% will be set aside for the creation of a statewide Foundation that will develop and oversee the funding of short-term and long-term planning that local communities need to continue to address this crisis. From this share, each Region is allocated a portion for use in funding of local efforts to abate the crisis.
- 15% will go to the Office of the Ohio Attorney General as Counsel for the State of Ohio.
- 30% of the funding will be set aside for community recovery; this money will go directly to Local Governments – every Ohio township, village, city and county in Ohio – more than 2,000 in all – to address the immediate needs of residents.

A copy of The OneOhio MOU can be found in [Appendix A](#) of this Toolkit.

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**Q-3: How much money in Opioid Funds have been recovered?**

A-3: So far, hundreds of millions of dollars have been recovered. In August 2021, Ohio forged an \$808 million agreement with the three largest distributors of opioids and 99% of Ohio's litigating subdivisions signed-on to the settlement under The OneOhio MOU. The settlement, which is scheduled to be paid over 18 years, calls for a continuous annual flow of settlement money. Litigation against others in the opioid supply chain is ongoing and additional recoveries and distributions under The OneOhio MOU formulas are possible.



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**Q-10: What steps are required to use the Local Government’s portion of the Opioid Funds?**

A-10: Local Governments should pass a resolution or take equivalent action to appropriate the distribution or use of the Local Government’s allocation of Opioid Funds. The OneOhio MOU specifically requires such action before using any portion of the Local Government’s share as restitution for past expenditures. For example, a Local Government may wish to address the purchase of Narcan carried by safety and emergency services personnel in an opioid-ravaged community. The Local Government should pass a Resolution citing The OneOhio MOU and appropriating Opioid Funds for that purpose.

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**Q-11: Who will make decisions on how to use the Opioid Funds from the Region’s portion of the Foundation’s allocation?**

A-11: For a Region’s share of the statewide Foundation’s allocation (55%), each Region is given the responsibility to make submissions to the statewide Foundation Board on how and where to direct regional Opioid Funds within the Region. Under The OneOhio MOU, Section D.2., “**Each Region shall create their own governance structure so it ensures all Local Governments have input and equitable representation regarding regional decisions including representation on the board and selection of projects to be funded from the region’s share.**” Regional Opioid Funds must equitably serve the needs of the entire Region. Given this requirement, Local Government’s within each Region should collaborate to establish a regional governance structure to meet these purposes. Regions may also consult with the Foundation’s Expert Panel, which will utilize experts in addiction, pain management, public health and other opioid related fields to make submissions that will seek to ensure that the Regions can address the opioid epidemic both locally and statewide. [See Appendix C.](#)

With respect to submissions to the Foundation by Regions, it is expected that the Foundation Board will hear any appeals by Regions from any denials of requested use of funds.

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**Q-12: Which Local Governments in each Region will participate in establishing their Region’s governance structure?**

A-12: All Local Governments (counties, townships, cities and villages) within a Region must be given the opportunity to participate in establishing the regional governance structure. Regions are encouraged to involve stakeholders from the private sector, such as treatment providers and persons with lived experience with substance abuse, in regional decisions. [See FAQ-14, below.](#)

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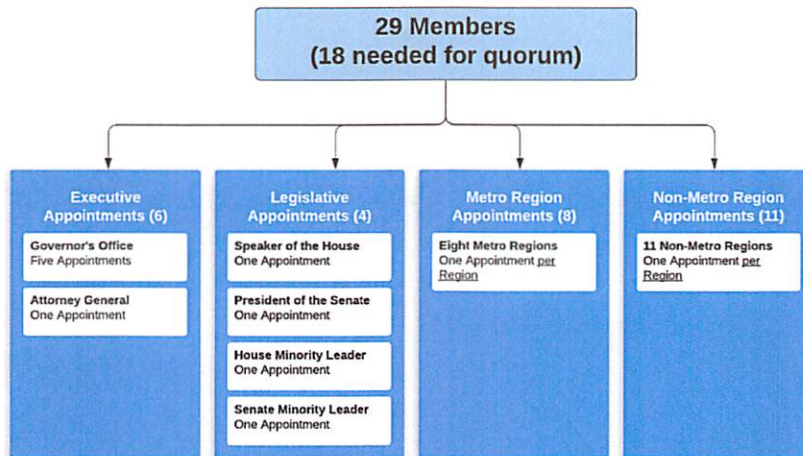
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private sector individuals per region, or requirement about their background. The IRS will examine the extent of non-governmental involvement in assessing whether an organization qualifies for tax-exemption under Section 501(c)(3) of the Internal Revenue Code. Such involvement may include participation by private sector stakeholders with treatment, prevention or abatement expertise, individuals with lived experience with substance use disorder, and others. More information about the statewide Foundation’s considerations for its application for tax-exempt status under Section 501(c)(3) of the Internal Revenue Code is included in [Appendix F](#).

The statewide Foundation Board is to consist of 29 members comprising representation from four classes:

1. Six members selected by the State;
2. Four members drawn from the Ohio General Assembly;
3. Eleven members, with one member selected from each non-metropolitan Region; and
4. Eight members, with one member selected from each metropolitan Region.

Statewide OneOhio Foundation Board



To pass, a vote must include at least one affirmative from each class.

Foundation Board member initial terms will be staggered, either for a one-, two-, or three-year term. Subsequent terms will each be two years in length.

Eighteen members of the Foundation Board constitute a quorum, and votes pass if a quorum is present and the measure receives an affirmative vote from a majority of voting Board members, with at least one member from each of the four classes voting in the affirmative.

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It is crucial that each Region establish their governance structure and appoint their Foundation Board member as soon as possible so that their Region may have a voice, and a vote, on the Foundation Board.

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**Q-15: How do Regions appoint a representative to the statewide Foundation Board?**

A-15: The OneOhio MOU does not define how a metropolitan or non-metropolitan Region appoints its representative to the statewide Foundation Board. The OneOhio MOU does require that the regional governance structure be established to ensure that all Local Governments (counties, townships, cities and villages) in the Region have input and equitable representation regarding regional decisions, including representation on the Board. Regions may consider any options consistent with that intent. It is recommended that leaders in the Region confer with one another and determine their Region's initial selection to the Foundation Board and establish their regional governance structure.

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**Q-16: What role will a Region's representative have on the statewide Foundation Board?**

A-16: The regional representatives on the Foundation Board will participate in Foundation meetings and vote upon measures brought before the Board. Further, Board members will select members of the Expert Panel, which will utilize experts in addiction, pain management, public health and other opioid related fields to make submissions that will seek to ensure that all 19 regions can address the opioid epidemic both locally and statewide. The Board will also provide candidates for the Governor to appoint as Executive Director of the Foundation.

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**Q-17: Are there any parameters on who may be designated as the Region's representative to the Foundation?**

A-17: The OneOhio MOU only requires Regions to ensure all Local Governments in the Region have input and equitable representation regarding regional decisions including representation on the Board. The choice of which person will represent your Region at the Foundation rests solely with your Region.

The OneOhio MOU does not define which person from a metropolitan or non-metropolitan Region may be appointed as the Region's representative to the statewide Foundation Board. In furtherance of the statewide Foundation's nongovernmental structure, Regions are encouraged to involve stakeholders from the community in regional decisions, including as potential regional appointments to the statewide Foundation Board. [See FAQ-14, above.](#)

There are some practical and legal considerations for appointment of the Region's delegee to the statewide Foundation, such as:

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- By what mechanism will the Region appoint its initial representative to the Foundation, i.e. will it be by majority vote of regional participants, by unanimous approval, or some other method?
- How will subsequent appointments be made, and by whom?
- How will the Regions receive interest, vet and select among candidates to represent the Region on the Foundation Board?
- What are the desired qualifications of the Region's representative to the Foundation Board?
- Will placing this person on the Foundation Board pose an actual or apparent conflict of interest, and can that conflict be managed by an appropriate conflict of interest policy?
- How will an unexpected vacancy in the Board be filled by the Region?

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**Q-18: Are there any laws, rules or regulations that define the regional governance structure?**

A-18: The process to form the regional governance structure, appoint the Region's representative to the Foundation and to make regional submissions to the Foundation to fund programs within the Region is not defined in The OneOhio MOU or elsewhere. That process is left to the Regions to determine what best fulfills the needs of their communities. Examples of intergovernmental agreements can be found in the Ohio Revised Code that may provide insight on a workable model. Key considerations and options for the Regions are included in this [Part II](#) and [Part III](#) of this Toolkit.

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**Q-19: How soon must the Regions establish their regional governance structure?**

A-19: While there is no set timetable in The OneOhio MOU, Regions are encouraged to form their governance structures and appoint their Foundation representative by February 28, 2022 so that they may participate in Foundation Board meetings. The statewide Foundation was formed on December 3, 2021 and may begin meeting whenever the Board appointees determine is appropriate. The Foundation needs a quorum of 18 Board members to operate, which must include at least one representative from both the metropolitan and non-metropolitan Regions. Regions need to establish their regional governance structures, appoint their Foundation Board member and begin evaluating projects and programs within their Region for funding submissions to the Foundation from the regional Share. This is essential so that Regions can begin supporting opioid abatement programs in their communities with Opioid Funds that will be disbursed in the coming months.

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PART II

Key Considerations for Local Governments in Establishing Regional Governance  
under The OneOhio MOU

Under The OneOhio Memorandum of Understanding, Section D.2., “Each Region shall create their own governance structure so it ensures all Local Governments have input and equitable representation regarding regional decisions including representation on the board and selection of projects to be funded from the region’s share.” Regional Opioid Funds must equitably serve the needs of the entire Region. Key Considerations for Regions include:

**A. Ensuring that all Local Governments have input and equitable representation regarding regional submissions to the Foundation Board.**

The Local Governments within a Region include all townships, villages, cities and counties in that Region. This may amount to a few dozen to a few hundred subdivisions within a Region. Regions will need to determine what representation is equitable, a term not defined by The OneOhio MOU. Other intergovernmental agreements may help guide Regions to determine what level of representation is equitable within the Region and amongst its subdivisions. See [Part III](#) of this Toolkit.

**B. Appointment of the regional representative to the Statewide Foundation.**

Regions should keep in mind that the regional representative to the Foundation Board will serve an initial staggered term of one-, two- or three- years, and the subsequent terms will be two years at a time. The OneOhio MOU does not define or limit who may be the regional representative to the statewide Foundation Board, or that person’s qualifications. The MOU does not require that the representative be a public official within the Region. In furtherance of the statewide Foundation’s non-governmental structure, Regions should involve participation by stakeholders in the private sector in regional determinations and as possible Foundation Board appointments. See [FAQ-14, above](#).

If the Region’s governance structure and bylaws or rules are not yet established, the Region’s representative should initially be selected by all participants within the Region. In selecting their regional representative to the statewide Foundation Board, Regions should consider:

- The representative’s familiarity with the opioid crisis and its impact on local communities;
- The representative’s familiarity with the needs of the Region;
- The representative’s availability to attend and participate in Foundation and regional meetings throughout the term of appointment; and
- Whether the representative’s membership on the Foundation Board or regional Board may create an actual or perceived conflict of interest, and whether a conflict can be managed by an appropriate conflict of interest policy.

**C. Establishment of the Regional governance structure**

The OneOhio MOU leaves it to the Regions to determine the equitable local governance structure that best fits the needs of the Region. This is an important step in abating this crisis. The founding task

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group within a Region will have the opportunity to shape local governance to direct tens of millions of dollars of crucial abatement funds within their communities for nearly two decades or more.

Regional governance structures may vary in complexity depending on the needs and wishes of the participants within each Region. Determination of what best fits the needs of the Region will involve considerations of:

- Geography;
- Number of participants - meaning the number of Local Governments and other participants within the Region;
- Interests of the stakeholders and the community in general;
- Whether the needs of the Region may change or evolve over time;
- The timing, manner and methods of making decisions for the Region;
- How often and how quickly decisions need to be made;
- What constitutes a quorum for making decisions;
- The relative difficulty in assembling participants to make regional decisions;
- The ability of the regional governance participants to equitably represent the interests of the Region on a short- or long-term basis as to regional Opioid Funds;
- The need or desire of the regional governance structure to change over time;
- The length of the venture - it is expected that regional governance under The OneOhio MOU will last up to 18 years or more as Opioid Funds are disbursed from settlements;
- The need for the regional governance to be maintain transparency;
- The availability of experts to advise the Regions; and
- The intention that the statewide Foundation operate as an independent nongovernmental, non-profit organization. [See FAQ-14, above.](#)

It is not anticipated that the Regions will need to receive or handle Opioid Funds. That will be the responsibility of the statewide Foundation. Rather, the Regions will make submissions to the statewide Foundation Board to allocate the regional Share of Opioid Funds equitably within the Region, consistent with Approved Purposes.

The founders of the regional governance structure will put together the initial governance framework of the Region. The Local Governments within the Region will then need to pass enabling legislation, approving of their participation in the regional governance and of any bylaws or rules to govern the arrangement. See [Appendix D](#).

Single county Regions may already have coalitions in place that provide a framework for a regional governance structure, so long as they assure equitable representation for the county, and all townships, cities and villages in the single-county Region. This could necessitate securing the authorization or representation of Local Governments on the coalition that are not already represented. Consistent with statewide Foundation Board's nongovernmental structure, these existing coalitions may seek to add participation from private sector stakeholders in regional decision-making.

Other examples may already exist within Ohio law that provide a workable model for the regional governance structure. For example, public works districts in Ohio follow a defined model to determine

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the size and composition of the district board. Several public works district boards are comprised of representatives from each level of local government and individuals from the private sector. See [Appendix B](#). If a Region is going to source from a public works district model, it should still consider including participation from multiple private sector stakeholders from throughout the Region.

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**PART III**

**Selecting Regional Governance Options for The OneOhio MOU**

There is no set method for the creation of a regional governance structure under The OneOhio MOU, so long as it ensures equitable representation amongst the participating Local Governments. The statewide Foundation was formed as an independent non-governmental, non-profit corporation under Ohio law. The Regions must establish their own governance structure to address the Region's particular needs. Guidance on developing these regional governance structures may be gleaned from other intergovernmental arrangements that already exist in Ohio law, from which Regions may source concepts or frameworks that fit their interests. Intergovernmental agreements amongst Ohio's local governments are used to overcome fragmented service delivery systems and optimize public resources. These agreements provide flexibility for governments for short- or long-term projects. Local Governments within a Region may develop and define the scope of their agreement with each other, and define their governance, duration and other components of their collaboration.

Regions may determine that a less structured agreement or MOU best fits the needs of its communities, or may determine that a more structured, long-term arrangement works best to accomplish long-term objectives.

Whichever governance structure a Region develops, it is recommended that Regions incorporate the participation of private sector community members, such as experts in treatment, abatement or prevention, and those with lived experience in the epidemic, in the Region's governance. Including the participation of private sector individuals in the determinations of a Region's submissions of projects and programs to the statewide Foundation Board for funding, and the selection of the Region's representation to the statewide Foundation Board, furthers the statewide Foundation Board's nongovernmental, non-profit structure. [See FAQ-14, above](#). Some existing intergovernmental models, such as Public Works Integrating Committees for multi-county districts, incorporate private sector involvement while including representation from the participating local governments.

- *Intergovernmental Service Contracts.* The Ohio Revised Code authorizes the board of county commissioners to enter into an agreement with the legislative authority of any municipal corporation, township, or other units of local government, whereby the board undertakes to exercise a function on behalf of the other local government entity or entities. This arrangement is effectuated pursuant to an agreement negotiated and executed by the participating entities. Two or more counties may also contract with each other to create a joint agency to exercise a power which they may individually exercise, perform or render. For example, this statute authorizes municipalities within a County to contract for countywide dispatch services, to operate a sewer district or for road and bridge repair.
  - O.R.C. Sec. 9.482; O.R.C. Sec. 307.15.
- *Example: Public Works.* The Ohio Public Works Commission (OPWC) was created initially in 1987 to administer the State Capital Improvement Program (SCIP) which was soon joined by the Local Transportation Improvement Program (LTIP). These programs are selected by the

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19 districts. The size and composition of each district's board is defined in the Ohio Revised Code.

- O.R.C. Chapter 164.
  - See [Appendix B](#) - PWC District Structures, which includes participation from both local governments and from private sector individuals within the Districts:  
<https://www.pwc.ohio.gov/Portals/0/Documents/structure.pdf?ver=2016-01-20-135604-813>
  - Note: Regions who use concepts from the public works model should adapt those concepts to the needs of their Regions by determining which types of public and private officials, and how many of them, are appropriate for participation on their respective regional board. Further, Regions should not limit private sector stakeholder participation, but instead should assure for private sector involvement from throughout the Region. [See FAQ-14, above](#).
- *Example: ADAMH Service Districts* (Alcohol, Drug Addiction and Mental Health). ADAMH Districts were authorized pursuant to the Alcohol and Drug Addiction Services Act of 1989. The Ohio Revised Code requires that an alcohol, drug addiction and mental health service district be established in each county, or combination of counties with a population of at least fifty thousand to provide addiction and mental health services. In addition, any county or combination of counties with a population of less than fifty thousand may establish such a district, by formal action of the board(s) of county commissioners of the county or counties involved, if authorization is obtained from the Director of the Ohio Department of Mental Health and Addiction Services.
    - O.R.C. Chapter 340; O.R.C. Chapter 5119
  - *Example: Health Districts*. General health districts and city health districts may combine to form a combined general health district. In combined general health districts, the chief executive of each village, the chairman of each township's board of trustees, and the president of the board of county commissioners are members of the district advisory council. The district advisory council selects a five-member board of health. The participating entities contract with one another to apportion expenses, prescribe administrative responsibilities and define representation on the board of health. Up to five contiguous general health districts may also combine upon majority vote of all district advisory councils. In that event, one county is selected as the health district office, and that county's auditor and treasurer serve the district. Combined general health districts may also contract with each other for services.
    - O.R.C. Chapter 3709; O.R.C. Sec. 307.153.

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- *Example: Regional Plans of Cooperation for Family Services.* The Ohio Revised Code authorizes boards of county commissioners to enter into a regional plan of cooperation with other counties and/or municipal corporations to enhance the administration, delivery, and effectiveness of family services duties and workforce development activities. For example, several counties may create an area workforce investment board to administer federal WIA programs and services. The regional plan of cooperation must specify how the entities included in the plan will coordinate to enhance the administration, delivery and effectiveness of family service duties and workforce development activities.
  - O.R.C. Sec. 307.984
  
- *Example: Regional Planning Commissions or Joint Planning Councils.* Regional planning commissions may be created by agreement among municipal planning commissions, township trustees and county commissioners of one or more adjoining counties. The number of members, terms of office, bylaws and other organizational structure are determined by agreement amongst the members of the regional planning commission. Alternatively, a joint planning council may be formed whereby a county or regional planning commission joins with other commissions by voluntary agreement and majority vote of the participating municipalities.
  - O.R.C. Sec. 713.21-.231

**Steps to Establish Regional Governance Structure**

Local Government leaders have been instrumental in addressing the opioid epidemic in their communities and through litigation. The responsibility to organize your specific Region falls to you as local leaders. It is recommended that you convene with other local leaders to discuss and determine your Region's governance structure. This will likely involve a multiple-step process, including:

**Step 1:** Convene an initial meeting amongst representatives from each of the counties, townships, villages and cities in your Region to discuss regional governance options, preferences, community needs and interests;

\*If your Local Government intends to send a majority or more of its public board's members to this meeting, understand there may be Open Meetings Act obligations.

\*As this is an introductory meeting, for the purpose of sharing and gathering information to report back to your Local Government, it should be sufficient that only one delegate from your Local Government attend this meeting.

\*The initial organizers may wish to consider conducting this meeting by videoconference or teleconference for efficiency and to have the broadest reach.

\*Consider when and how to include individuals from the private sector in the process, such as treatment providers, individuals with lived experience with substance abuse, and others in your Region.

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Step 2: Convene a subsequent meeting to discuss and select amongst regional governance options that best serve the needs of the Region;

Step 3: Select amongst and authorize participation in the regional governance, and select representatives to the regional governance board; and

Step 4: Convene the initial regional governance meeting to:

- Establish bylaws or other rules of the Region;
- Select the Region's initial representative to the statewide Foundation Board;
- Determine the time and location of meetings;
- Elect subcommittees, if desired.

This Toolkit includes resources for selecting and building a regional governance structure, but the decision is ultimately up to each Region and its local leaders.

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**Appendix A**

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**ONE OHIO MEMORANDUM OF UNDERSTANDING**

Whereas, the people of the State of Ohio and its communities have been harmed by misfeasance, nonfeasance and malfeasance committed by certain entities within the Pharmaceutical Supply Chain; and,

Whereas, the State of Ohio, through its Attorney General, and certain Local Governments, through their elected representatives and counsel, are separately engaged in litigation seeking to hold Pharmaceutical Supply Chain Participants accountable for the damage caused by their misfeasance, nonfeasance and malfeasance; and,

Whereas, the State of Ohio, through its Governor and Attorney General, and its Local Governments share a common desire to abate and alleviate the impacts of that misfeasance, nonfeasance and malfeasance throughout the State of Ohio;

Now therefore, the State and its Local Governments, subject to completing formal documents effectuating the Parties' agreements, enter into this Memorandum of Understanding ("MOU") relating to the allocation and use of the proceeds of Settlements described.

**A. Definitions**

As used in this MOU:

1. "The State" shall mean the State of Ohio acting through its Governor and Attorney General.
2. "Local Government(s)" shall mean all counties, townships, cities and villages within the geographic boundaries of the State of Ohio.
3. "The Parties" shall mean the State of Ohio, the Local Governments and the Plaintiffs' Executive Committee of the National Prescription Opiate Multidistrict Litigation.
4. "Negotiating Committee" shall mean a three-member group comprising one representative for each of (1) the State; (2) the Plaintiffs' Executive Committee of the National Prescription Opiate Multidistrict Litigation ("PEC"); and (3) Ohio Local Governments (collectively, "Members"). The State shall be represented by the Ohio Attorney General or his designee. The PEC shall be represented by attorney Joe Rice or his designee. Ohio Local Governments shall be represented by attorney Frank Gallucci, or attorney Russell Budd or their designee.
5. "Settlement" shall mean the negotiated resolution of legal or equitable claims against a Pharmaceutical Supply Chain Participant when that resolution has been jointly entered into by the State, PEC and the Local Governments.

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6. "Opioid Funds" shall mean monetary amounts obtained through a Settlement as defined in this Memorandum of Understanding.
7. "Approved Purpose(s)" shall mean evidence-based forward-looking strategies, programming and services used to (i) expand the availability of treatment for individuals affected by substance use disorders, (ii) develop, promote and provide evidence-based substance use prevention strategies, (iii) provide substance use avoidance and awareness education, (iv) decrease the oversupply of licit and illicit opioids, and (v) support recovery from addiction services performed by qualified and appropriately licensed providers, as is further set forth in the agreed Opioid Abatement Strategies attached as Exhibit A. For purposes of the Local Government Share, "Approved Purpose(s)" will also include past expenditures.
8. "Pharmaceutical Supply Chain" shall mean the process and channels through which Controlled Substances are manufactured, marketed, promoted, distributed or dispensed.
9. "Pharmaceutical Supply Chain Participant" shall mean any entity that engages in or has engaged in the manufacture, marketing, promotion, distribution or dispensing of an opioid analgesic.

**B. Allocation of Settlement Proceeds**

1. All Opioid Funds shall be divided with 30% going to Local Governments ("LG Share"), 55% to the Foundation (structure described below) ("Foundation Share"), and 15% to the Office of the Ohio Attorney General as Counsel for the State of Ohio ("State Share").
2. All Opioid Funds, regardless of allocation, shall be utilized in a manner consistent with the Approved Purposes definition. The LG Share may also be used for past expenditures so long as the expenditures were made for purposes consistent with the remaining provisions of the Approved Purposes definition. Prior to using any portion of the LG Share as restitution for past expenditures, a Local Government shall pass a resolution or take equivalent governmental action that explains its determination that its prior expenditures for Approved Purposes are greater than or equal to the amount of the LG Share that the Local Government seeks to use for restitution.
3. The division of Opioid Funds paid to Local Governments participating in an individual settlement shall be based on the allocation created and agreed to by the Local Governments which assigns each Local Government a percentage share of Opioid Funds. The allocations are set forth in Exhibit B. With respect to Opioid Funds, the allocation shall be static.
4. In the event a Local Government merges, dissolves, or ceases to exist, the allocation percentage for that Local Government shall be redistributed equitably based on the

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composition of the successor Local Government. If a Local Government for any reason is excluded from a specific settlement, the allocation percentage for that Local Government shall be redistributed equitably among the participating Local Governments.

5. If the LG Share is less than \$500, then that amount will instead be distributed to the county in which the Local Government lies to allow practical application of the abatement remedy.
6. Funds obtained from parties unrelated to the Litigation, via grant, bequest, gift or the like, separate and distinct from the Litigation, may be directed to the Foundation and disbursed as set forth below.
7. The LG Share shall be paid in cash and directly to Local Governments under a settlement or judgment, or through an administrator designated in the settlement documents who shall hold the funds in trust in a segregated account to benefit the Local Governments to be promptly distributed as set forth herein.
8. Nothing in this MOU should alter or change any Local Government's rights to pursue its own claim. Rather, the intent of this MOU is to join all parties to seek and negotiate binding settlement or settlements with one or more defendants for all parties within Ohio.
9. Opioid Funds directed to the Foundation shall be used to benefit the local community consistent with the by-laws of the Foundation documents and disbursed as set forth below.
10. The State of Ohio and the Local Governments understand and acknowledge that additional steps should be undertaken to assist the Foundation in its mission, at a predictable level of funding, regardless of external factors.
11. The Parties will take the necessary steps to ensure there is the ability of a direct right of action under the expedited docket rules to the Ohio Supreme Court relative to any alleged abuse of discretion by the Foundation.

**C. Payment of Counsel and Litigation Expenses**

1. The Parties agree to establish a Local Government Fee Fund ("LGFF") to compensate counsel for Local Governments if the Parties cannot secure the separate payment of fees and associated litigation expenses for their counsel from a settling entity.
2. The LGFF shall be calculated by taking 11.05% of the total monetary component of any settlement accepted ("LGFF Amount"). Fees related to product or other items of value shall be addressed case by case.

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3. The first 45% of the LGFF amount shall be drawn from the LG Share. The remaining 55% shall be drawn from the Foundation Share. No portion of the LGFF Amount may be assessed against or drawn from the State Share.
4. To the extent the Parties can secure the separate payment of fees and associated litigation expenses from a settling entity, the amount to be drawn for the LGFF will be proportionally reduced.
5. This LGFF Amount will be deposited into the LGFF and shall be utilized for purposes of satisfying Local Government contingent fee contracts. In the absence of a National Prescription Opiate MDL settlement with any defendant settling through this One Ohio Memorandum of Understanding, the LGFF may be subject to a common benefit assessment. In the event of a common benefit assessment, the assessment shall be paid from the LGFF and in no instance shall an assessment cause the LGFF to be more than 11.05% of the total monetary component of any settlement accepted. In no instance shall any assessment be collected from the State Share, Foundation Share or Local Government Share.
6. Local Government contingent fee contracts shall be capped at 25% or the actual contract rate whichever is less. Eligible contingent fee contracts shall be executed as of March 6, 2020 and subject to review by the committee designated to oversee the Local Government Fee Fund.
7. Common Benefit awards will be coordinated as set forth in the M.D.L. Common Benefit Fee Order. Expenses will be addressed consistent with the manner utilized in the M.D.L.
8. Any balance left in the LGFF following the payment of fees shall revert to the Foundation.
9. Any attorney fees related to representation of the State of Ohio shall not be paid from the LGFF but paid directly from the State Share or through other sources.

**D. The Foundation**

1. The State of Ohio will be divided into 19 Regions (See attached Exhibit C). Eight of the regions will be single or two county metropolitan regions. Eleven of the regions will be multi-county, non-metropolitan regions.
2. Each Region shall create their own governance structure so it ensures all Local Governments have input and equitable representation regarding regional decisions including representation on the board and selection of projects to be funded from the region's Regional Share. The Expert Panel (defined below) may consult with and may make recommendations to Regions on projects to be funded. Regions shall have the responsibility to make decisions that will allocate funds to projects that will equitably serve the needs of the entire Region.



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3. **The Parties shall create a private 501(c)(3) foundation (“Foundation”) with a governing board (“Board”), a panel of experts (“Expert Panel”), and such other regional entities as may be necessary for the purpose of receiving and disbursing Opioid Funds and other purposes as set forth both herein and in the documents establishing the Foundation. The Foundation will allow Local Governments to take advantage of economies of scale and will partner with the State of Ohio to increase revenue streams.**
  
4. **Board Composition**
  - a. **The Board will consist of 29 members comprising representation from four classes:**
    - **Six members selected by the State (five selected by the Governor and one selected by the Attorney General);**
    - **Four members drawn from the Legislature**
      - **One representative selected by the President of the Ohio Senate;**
      - **One representative selected by the Ohio Senate Minority Leader;**
      - **One representative selected by the Speaker of the Ohio House of Representatives; and,**
      - **One representative selected by the Ohio House Minority Leader**
    - **Eleven members with one member selected from each non-metropolitan Regions; and**
    - **Eight members, with one member selected from each metropolitan Regions.**
  - b. **All board members shall serve as fiduciaries of the Foundation as required by Ohio Revised Code § 1702.30(B) governing directors of nonprofit corporations.**
  
5. **Board terms will be staggered. Five members, (one from each of the first three classes above, and two from the metropolitan class) will be appointed for an initial three-year term, eight members of the Board (two from the first class, including the Attorney General’s representative, one from the second class, four from the third class, and one from the fourth class) will be appointed for an initial term of one**

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- year. The remaining members will be appointed for a two-year term. Board members may be reappointed. All subsequent terms will be for two years.
6. Eighteen members of the Board shall constitute a quorum. Members of the Board may participate in meetings by telephone or video conference or may select a designee to attend and vote if the Board member is unavailable to attend a board meeting.
  7. In all votes of the Board, a measure shall pass if a quorum is present, the measure receives the affirmative votes from a majority of those board members voting, and at least one member from each of the four classes of Board members votes in the affirmative.
  8. The Foundation shall have an Executive Director appointed by the Governor.
    - a. The Governor shall appoint the Executive Director at his or her discretion from a list of three candidates provided to the Governor by the Board. If the Governor finds all three candidates to be unsatisfactory, the Governor may reject all three candidates and request the Board to provide three new persons to select from.
    - b. In choosing candidates to be submitted to the Governor, the Board shall seek candidates with at least six (6) years of experience in addiction, mental health and/or public health and who shall have management experience in those fields.
    - c. No funds derived from the Foundation Share shall be used to pay the Executive Director or any of the foundation staff in excess of the maximum range (range 42) of the Department of Administrative Services Exempt Schedule E2 or that schedule's successor.
    - d. The Executive Director shall serve as an ex officio, non-voting member of both the Board and the Expert Panel.
  9. The Board shall appoint the Expert Panel. The Expert Panel shall consist of six members submitted by the Board Members representing the Local Governments, two members submitted by the Governor and one member submitted by the Attorney General. Expert Panel members may be members of Local Governments or the State. The Expert Panel will utilize experts in addiction, pain management, public health and other opioid related fields to make recommendations that will seek to ensure that all 19 regions can address the opioid epidemic both locally and statewide. Expert Panel members may also be members of the Foundation Board, but need not be.
  10. The Foundation Board and the Regions shall be guided by the recognition that expenditures should ensure both the efficient and effective abatement of the opioid

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epidemic and the prevention of future addiction and substance misuse. In recognition of these core principles, the Board and the Regions shall endeavor to assure there are funds disbursed each year to support evidence-based substance abuse/misuse prevention efforts.

11. Disbursement of Foundation Funds by the Board
  - a. The Foundation Board shall develop and approve procedures for the disbursement of Opioid Funds of the Foundation consistent with this Memorandum of Understanding.
  - b. Funds for statewide programs, innovation, research, and education may also be expended by the Foundation. Any statewide programs funded from the Foundation Share would be only as directed by an affirmative vote of the Board as set forth in paragraph D(7) above. Expenditures for these purposes may also be funded by the Foundation with funds received from either the State Share (as directed by the State) or from sources other than Opioid Funds as provided in paragraph 14 below.
  - c. Funds approved for disbursement to the nineteen Regions shall be allocated based on each Region's share of Opioid Funds ("Regional Share"). Each Regional Share shall be calculated by summing the individual percentage shares of the Local Governments within that Region as set forth in Exhibit B. The Regional Shares for each Region are set forth in Exhibit D.
  - d. Regions may collaborate with other Regions to submit joint proposals to be paid for from the Regional Shares of two or more Regions for the use of those Regions.
  - e. The Foundation's procedures shall set forth the role of the Expert Panel and the Board in advising, determining, and/or approving disbursements of Opioid Funds for Approved Purposes by either the Board or the Regions. Proposed disbursements to Regions of Regional Shares shall be reviewed only to determine whether the proposed disbursement meets the criteria for Approved Purposes.
  - f. Within 90 days of the first receipt of any Opioid Funds and annually thereafter, the Board, assisted by its investment advisors and Expert Panel, shall determine the amount and timing of Foundation funds to be distributed as Regional Shares. In making this determination, the Board shall consider: (a) Pending requests for Opioid Funds from Regions; (b) the total Opioid Funds available; (c) the timing of anticipated receipts of future Opioid Funds; (d) non-Opioid Funds received by the Foundation; and (e) investment income. The Foundation may disburse its principal and interest with the aim towards an efficient, expeditious abatement of the Opioid crisis considering long term and short term strategies.

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- g. **Votes of the Board on the disbursement and expenditure of funds shall, as with all board votes, be subject to the voting procedures in Section D(7) above. The proposed procedures should provide for the Board to hear appeals by Local Governments from any denials of requested use of funds.**
- 12. The Foundation, Expert Panel, and any other entities under the supervision of the Foundation shall operate in a transparent manner. Meetings shall be open, and documents shall be public to the same extent they would be if the Foundation was a public entity. All operations of the Foundation and all Foundation supervised entities shall be subject to audit. The bylaws of the Foundation Board regarding governance of the Board as adopted by the Board, may clarify any other provisions in this MOU except this subsection. This substantive portion of this subsection shall be restated in the bylaws.**
- 13. The Foundation shall consult with a professional investment advisor to adopt a Foundation investment policy that will seek to assure that the Foundation's investments are appropriate, prudent, and consistent with best practices for investments of public funds. The investment policy shall be designed to meet the Foundation's long and short-term goals.**
- 14. The Foundation and any Foundation supervised entity may receive funds including stocks, bonds, real property and cash in addition to the proceeds of the Litigation. These additional funds shall be subject only to the limitations, if any, contained in the individual award, grant, donation, gift, bequest or deposit consistent with the mission of the foundation.**

**E. Settlement Negotiations**

- 1. All Members of the Negotiating Committee, and their respective representatives, shall be notified of and provided the opportunity to participate in all negotiations relating to any Ohio-specific Settlement with a Pharmaceutical Supply Chain Participant.**
- 2. No Settlement Proposal can be accepted for presentation to Local Governments or the State under this MOU over the objection of any of the three Members of the Negotiating Committee. The Chair shall poll the Committee Members at the conclusion of discussions of any potential settlement proposal to determine whether such objections exist. Although multiple individuals may be present on a Member's behalf, for polling purposes each Member is a single entity with a single voice.**
- 3. Any Settlement Proposal accepted by the Negotiating Committee shall be subject to approval by Local Governments and the State.**
- 4. As this is an "All Ohio" effort, the Committee shall be Chaired by the Attorney General. However, no one member of the Negotiating Committee is authorized to**

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speak publicly on behalf of the Negotiating Committee without consent from the other Committee Members.

5. The State of Ohio, the PEC or the Local Governments may withdraw from coordinated Settlement discussions detailed in this Section upon 5 days' written notice to the remaining Committee Members and counsel for any affected Pharmaceutical Supply Chain Participant. The withdrawal of any Member releases the remaining Committee Members from the restrictions and obligations in this Section.
6. The obligations in this Section shall not affect any Party's right to proceed with trial or, within 30 days of the date upon which a trial involving that Party's claims against a specific Pharmaceutical Supply Chain Participant is scheduled to begin, reach a case specific resolution with that particular Pharmaceutical Supply Chain Participant.

**Acknowledgment of Agreement**

We the undersigned have participated in the drafting of the above Memorandum of Understanding including consideration based on comments solicited from Local Governments. This document has been collaboratively drafted to maintain all individual claims while allowing the State and Local Governments to cooperate in exploring all possible means of resolution. Nothing in this agreement binds any party to a specific outcome. Any resolution under this document will require acceptance by the State of Ohio and the Local Governments.

FOR THE STATE OF OHIO:

\_\_\_\_\_  
**Mike DeWine, Governor**

\_\_\_\_\_  
**Dave Yost, Attorney General**

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**FOR THE LOCAL GOVERNMENTS AND  
PLAINTIFFS' EXECUTIVE COMMITTEE:**

**Frank L Gallucci III**  
Plevin & Gallucci Co., LPA

**Anthony J. Majestro**  
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**Michelle Kranz**  
Zoll & Kranz, LLC

**Donald W. Davis, Jr.**  
Brennan, Manna & Diamond, LLC

**Joe Rice**  
Motley Rice, LLC

**Russell Budd**  
Baron & Budd, PC

**Robert R. Miller**  
Oths, Heiser, Miller, Waigland  
& Clagg, LLC

**D. Dale Seif, Jr.**  
Seif & McNamee, LLC

**James Lowe**  
Lowe, Eklund & Wakefield Co., LPA

**Peter H. Weinberger**  
Dustin Herman  
Spangenberg, Shibley & Liber LLP

**Kevin M. Butler**  
Law Offices of Kevin M. Butler

**The OneOhio Memorandum of Understanding  
Toolkit for Local Governments**

**County Commissioners Association of Ohio, Ohio Municipal League, Ohio Mayors Alliance and Ohio  
Township Association**

*Prepared by: David A. Riepenhoff and Marc A. Fishel,  
Fishel Downey Albrecht & Riepenhoff LLP*

We the undersigned **ACCEPT / REJECT (Circle One)** the One Ohio Memorandum of Understanding (“MOU”). We understand that the purpose of this MOU is to permit collaboration between the State of Ohio and Local Governments to explore and potentially effectuating earlier resolution of the Opioid Litigation against Pharmaceutical Supply Chain Participants. We also understand that an additional purpose is to create an effective means of distributing any potential settlement funds obtained under this MOU between the State of Ohio and Local Governments in a manner and means that would promote an effective and meaningful use of the funds in abating the opioid epidemic throughout Ohio.

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OneOhio Exhibit A

## **OHIO ABATEMENT STRATEGIES**

### **Opioid-Related Definition:**

Funds from any settlement dollars should be used to prevent, treat and support recovery from addiction including opioids and/or any other co-occurring substance use and/or mental health conditions which are all long-lasting (chronic) diseases that can cause major health, social, and economic problems at the individual, family and/or community level.

### **Ohio Abatement Strategy Overview**

Similar to and including many national settlement strategies, to abate addiction in Ohio, we have created an abatement plan that includes three main components that will work collaboratively to address Ohio's needs and also serve as a complement to and should be integrated with all other state and local government plans:

1. **Strategies for Community Recovery:** Included but not limited to prevention, treatment, recovery support and community recovery projects (examples include child welfare, law enforcement strategies and other infrastructure supports). These strategies have a hyper-local focus that allows communities to collaborate and expand necessary services to their community.
2. **Strategies for Statewide Innovation & Recovery:** Included but are not limited to strategies included in Community Recovery Component but also projects that promote statewide change and regional development for prevention, treatment, recovery supports and community recovery (examples include regional treatment hubs, drug task forces, data collection and dissemination). This component also includes research and development to understand how to better serve individuals and families in Ohio.
3. **Strategies for Sustainability:** Ohio's addiction and mental health epidemic was not created overnight, and it will not go away immediately. By collaborating to share resources and knowledge, Ohio's state and local communities can build a sustainable financing strategy and infrastructure to reverse the damage that has been done and prevent future epidemics and crises.



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OneOhio Exhibit A

## **PART ONE: Community Recovery**

### **Treatment**

Expanding availability of treatment, including Medication-Assisted Treatment (MAT), for OUD and any co-occurring substance use or mental health condition.

Trauma-informed treatment services and support for individuals, their children and family members who have experienced trauma during their lives including trauma as a result of addiction in the family.

Expand access and support infrastructure developments for telemedicine / telehealth services to increase access to OUD treatment, including MAT, as well as counseling, psychiatric support, and other treatment and recovery support services.

Improve oversight and quality assurance of Opioid Treatment Programs (OTPs) to assure evidence-informed practices such as adequate methadone dosing.

Engage non-profits and faith community to uncover and leverage current community faith-based prevention, treatment and recovery support in partnership with medical and social service sectors.

Expand culturally appropriate services and programs that address health disparities in treatment for persons with mental health and substance use disorders, including for programs for vulnerable populations (i.e. homeless, youth in foster care, etc.); citizens of racial, ethnic, geographic and socio-economic differences, and new Americans to ensure that all Ohioans have access and treatment and recovery support services that meet their needs.

Development of National Treatment Availability Clearinghouse – Fund development of a multistate/nationally accessible database whereby healthcare providers can list locations for currently available in-patient and out-patient OUD treatment services that are both timely and accessible to all persons who seek treatment.

Ensure that each patient's needs and treatment recommendations are determined by a qualified clinical professional. Offer training and practice support to clinicians on the American Society of Addiction Medicine (ASAM) levels of care (or other models) and the most effective methods of treatment continuation between levels of care for people with addiction including opioids and any other co-occurring substance use or mental health conditions and make all levels of care available to all Ohioans.

### **Early Intervention and Crisis Support**

Fund the expansion, training and integration of Screening, Brief Intervention and Referral to Treatment (SBIRT) and Screening, Treatment Initiation and Referral (STIR) programs and ensure that healthcare providers are screening for addiction and other risk factors and know how to appropriately counsel and treat (or refer if necessary) a patient for mental health and substance use disorders.

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**OneOhio Exhibit A**

Support work of Emergency Medical Systems, including peer support specialists, to effectively connect individuals to treatment or other appropriate services following an opioid overdose or other opioid-related adverse event.

Create an intake and call center to facilitate education and access to treatment, prevention and recovery services for persons with addiction including opioids and any co-occurring substance use or mental health conditions.

Create a plan to meet the distinct needs of families of children and youths who experience severe emotional disorders and provide respite and support for these caregivers to reduce family crisis and promote treatment.

Create community-based intervention services for families, youth, and adolescents at-risk for addiction including opioids and any co-occurring substance use or mental health conditions.

Create school-based contacts who parents can engage with to seek immediate treatment services for their child.

Develop best practices on addressing individuals with addiction in the workplace, including opioids and any other co-occurring substance use or mental health conditions.

Implement and support assistance programs for healthcare providers with OUD and any co-occurring substance use disorders or mental health (SUD/MH) conditions.

**Address the Needs of Criminal-Justice Involved Persons**

Address the needs of persons involved in the criminal justice system who have opioid use disorder (OUD) and any co-occurring substance use disorders or mental health (SUD/MH) conditions.

Support pre-arrest diversion and deflection strategies for persons with addiction including opioids and any other co-occurring substance use or mental health conditions, including established strategies such as sequential intercept mapping and other active outreach strategies such as the Drug Abuse Response Team (DART) or Quick Response Team (QRT) models or other co-responder models that engage people not actively engaged in treatment.

Support pre-trial services that connect individuals with addiction including opioids and any other co-occurring substance use or mental health conditions to evidence-informed treatment, including MAT, and related services.

Support treatment and recovery courts for persons with addiction including opioids and any other co-occurring substance use or mental health conditions, but only if these problem-solving courts provide referrals to evidence-informed treatment, including MAT.

Provide evidence-informed treatment, including MAT, evidence-based psychotherapies, recovery support, harm reduction, or other appropriate services to individuals with addiction

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including opioids and any other co-occurring substance use or mental health conditions who are incarcerated, on probation, or on parole.

Provide evidence-informed treatment, including MAT, evidence-based psychotherapies, recovery support, harm reduction, or other appropriate re-entry services to individuals with addiction including opioids and any other co-occurring substance use or mental health conditions who are leaving jail or prison or who have recently left jail or prison.

Support critical time interventions (CTI), particularly for individuals living with dual-diagnosis substance use disorder/serious mental illness, and services for individuals who face immediate risks and service needs and risks upon release from correctional settings.

**Mother-Centered Treatment and Support**

Finance and promote evidence-informed treatment, including MAT, recovery, and prevention services for pregnant women, post-partum mothers, as well as those who could become pregnant and have addiction including opioids and any other co-occurring substance use or mental health conditions.

Training for obstetricians and other healthcare personnel who work with pregnant women or post-partum women and their families regarding treatment for addiction including opioids and any other co-occurring substance use or mental health conditions.

Invest in measures to address Neonatal Abstinence Syndrome, including prevention, care for addiction and education programs.

Fund child and family supports for parenting women with addiction including opioids and any co-occurring substance use or mental health conditions.

Enhanced family supports and childcare services for parents receiving treatment for addiction including opioids and any co-occurring substance use or mental health conditions.

**Recovery Support**

Identify and support successful recovery models including but not limited to: college recovery programs, peer support agencies, recovery high schools, sober events and community programs, etc.

Provide technical assistance to increase the quantity and capacity of high-quality programs that model and support successful recovery.

Training and development of procedures for government staff to appropriately interact and provide social and other services to current and recovering opioid users. To reduce stigma and to normalize a culture of recovery, government staff will be provided with onboarding and training that generates a cultural shift and provides all government employees with tool and resources to feel supported and to support colleagues who may be struggling with substance use disorder.

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Convene community conversations and trainings that engage non-profits, civic clubs, the faith-based community, and other stakeholders in training and techniques for providing referrals and supports to those persons to family and friends struggling with substance use disorder.

Identify and address transportation barriers to permit consistent participation in treatment and recovery support.

Support the development of recovery-friendly environments in all sectors, schools, communities and workplaces to promote and sustain health and wellness goals. Put resources toward:

1. Supportive and recovery housing;
2. Supportive employment/jobs;
3. Certification of peer coaches, peer-run recovery organizations, recovery community organizations;
4. Crisis intervention and relapse prevention; and
5. Services and structures that support young people living a life in recovery including recovery high schools and collegiate recovery communities.

**Prevention**

Invest in school-based programs that have demonstrated effectiveness in preventing drug misuse and that appear promising to prevent the uptake and use of opioids. Investment in school and community-based prevention efforts and curriculum that has demonstrated effectiveness in reducing Adverse Childhood Events (ACEs) and their impact by increasing resiliency, and preventing risk-taking, unhealthy or dangerous behaviors such as: drug use, misuse, early alcohol use, and suicide attempts.

Assist coalitions and community stakeholders in aligning state, federal, and local resources to maximize procurement of school and community education curricula, programs and campaigns for students, families, school employees, school athletic programs, parent-teacher and student associations, aging and elderly community members and others in an effort to build a comprehensive prevention and education response that addresses prevention across the lifespan.

Invest in environmental scans and school surveys to identify effective prevention efforts and realign prevention and treatment responses with those emerging risk factors and changing patterns of substance misuse.

Fund community anti-drug coalitions that engage in drug prevention efforts and education.

**Prevent Over-Prescribing of Opioids and Other Drugs of Potential Misuse**

Training for healthcare providers regarding safe and responsible opioid prescribing, dosing, and tapering patients off opioids.

Continuing Medical Education (CME) on prescribing of opioids and other drugs of concern.

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Support for non-opioid pain treatment alternatives, including training providers to offer or refer patients to multi-modal, evidence-informed treatment of pain.

Development and implementation of a National Prescription Drug Monitoring Program (PDMP) – Fund development of a multistate/national PDMP that permits information sharing while providing appropriate safeguards on sharing of private health information, including but not limited to: a. Integration of PDMP data with electronic health records, overdose episodes, and decision support tools for healthcare providers relating to opioid use disorder (OUD) and other drugs of concern.

**Prevent Overdose Deaths and Other Harms (Harm Reduction)**

Increase availability and distribution of naloxone and other drugs that treat overdoses for use by first responders, persons who have experienced an overdose event, patients who are currently prescribed opioids, families, schools, community-based service providers, social workers, and other members of the general public.

Promote and expand naloxone strategies, which work to ensure that individuals who have received naloxone to reverse the effects of an overdose are then engaged and retained in evidence-based treatment programs.

Provide training and education regarding naloxone and other drugs that treat overdoses for first responders, persons who have experienced an overdose event, patients who are currently prescribed opioids, families, schools, and other members of the general public.

Develop data tracking software and applications for overdoses/naloxone revivals.

Invest in evidence-based and promising comprehensive harm reduction services and centers, including mobile units, to include: syringe services, supplies, naloxone, staffing, space, peer-support services, and access to medical and behavioral health referrals.

Expand access to testing and treatment for infectious diseases such as HIV and Hepatitis C resulting from intravenous opioid use.

**Services for Children**

Review the continuum of services available to Ohio's youths, young adults, and families to identify gaps and to ensure timely access to appropriate care for Ohio's youngest citizens and their parents.

Fund additional positions and services, including supportive housing and other residential services to serve children living apart from custodial parents and/or placed in foster care due to custodial opioid use.

Expand collaboration among organizations meeting the prevention, treatment, and recovery needs of Ohio's young people and organizations serving youths, such as Boys & Girls Clubs, YMCAs and others. Support the growth of recovery high schools, collegiate recovery communities, and alternative peer groups for youths recovering from mental illness and substance use disorders.

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**First Responders (EMS, Firefighters, Law Enforcement and other criminal  
justice professionals)**

Provide funds for first responders and criminal justice professionals and participating subdivisions for cross agency/department collaboration and other public safety expenditures relating to the opioid epidemic that address both community and statewide supply and demand reduction strategies including criminal interdiction efforts.

Training public safety officials and responders safe-handling practices and precautions when dealing with fentanyl or other drugs.

Provide trauma-informed resiliency training and support that address compassion fatigue and increased suicide risk of public safety responders.

**Workforce**

Fellowships for addiction medicine specialists for direct patient care, instructors, and clinical research for treatments.

Scholarships/loan forgiveness for persons to become certified addiction counselors, licensed alcohol and drug counselors, licensed clinical social workers, and licensed mental health counselors practicing in the SUD/MH field, and scholarships for certified addiction counselors, licensed alcohol and drug counselors, licensed clinical social workers, and licensed mental health counselors practicing in the SUD/MH field for continuing educations licensing fees.

Funding for clinicians to obtain training and a waiver under the federal Drug Addiction Treatment Act to prescribe MAT for opioid use disorders.

Training for healthcare providers, students, and other supporting professionals, such as peer recovery coaches/recovery outreach specialists to support treatment and harm reduction.

Dissemination of accredited web-based training curricula, such as the American Academy of Addiction Psychiatry's Provider Clinical Support Service-Opioids web-based training curriculum and motivational interviewing.

**PART TWO: Statewide Innovation & Recovery**

**Leadership, Planning and Coordination**

Provide resources to fund the oversight, management, and evaluation of abatement programs and inform future approaches.

Community regional planning to identify goals for opioid reduction and support efforts or to identify areas and populations with the greatest needs for prevention, treatment, and/or services.

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A government dashboard to track key opioid/and addiction-related indicators and supports as identified through collaborative community processes.

Provide funding for grant writing to assist already established community coalitions in securing state and federal grant dollars for capacity building and sustainability.

**Stigma Reduction, Training and Education**

Commission statewide campaigns to address stigma against people with mental illness and substance use disorders. Stigma and misinformation deeply embed the deadly consequences of Ohio's public health crisis. These prevent families from seeking help, fuel harmful misperceptions and stereotypes in Ohio communities, and can discourage medical professionals from providing evidence-informed consultation and care. Ohio's campaign to end stigma should include chronic disease education; evidence-based prevention, treatment, and harm reduction strategies; stories of recovery; and a constant reframing of mental illness and addiction from a personal moral failing to a treatable chronic illness.

Coordinate public and professional training opportunities that expand the understanding and awareness of adverse childhood experiences (ACEs) and psychological trauma, effective treatment models, and the use of medications that aid in the acute care and chronic disease management of both mental illness and addiction.

Strengthen the citizen workforce by providing community-based trainings, such as Mental Health First Aid, Crisis Intervention Training, naloxone administration, and suicide prevention. These best practice trainings should be allowable as Continuing Education Units for professional development and when offered in an educational setting, provide academic credit.

Development and dissemination of new accredited curricula, such as the American Academy of Addiction Psychiatry's Provider Clinical Support Service Medication-Assisted Treatment.

Training for emergency room personnel treating opioid overdose patients on post-discharge planning. Such training includes community referrals for MAT, recovery case management and/or support services.

Public education relating to drug disposal.

Drug take-back disposal or destruction programs.

Public education relating to emergency responses to overdoses.

Public education relating to immunity and Good Samaritan laws.

Educating first responders regarding the existence and operation of immunity and Good Samaritan laws.

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**OneOhio Exhibit A**

Invest in public health education campaigns that inform audiences about the ease of contraction of hepatitis C, and that engage persons at-risk to receive testing and treatment.

Convene and host community conversations and events that engage local non-profits, civic clubs, and the faith-based community as a system to support prevention.

Fund programs and services regarding staff training, networking, and practice to improve staff capability to abate the opioid crisis.

Support infrastructure and staffing for collaborative cross-systems coordination to prevent opioid misuse, prevent overdoses, and treat those with addiction including opioids and/or any other co-occurring substance use and/or mental health conditions (e.g. behavioral health prevention, treatment, and recovery services providers, healthcare, primary care, pharmacies, PDMPs).

Support community-wide stigma reduction regarding accessing treatment and support for persons with substance use disorders.

**RESEARCH**

Ensuring that funding is flexible to invest in short and long-term research and innovation projects that embrace new advances, technology and other strategies that meet the needs of Ohioans today and in the future.



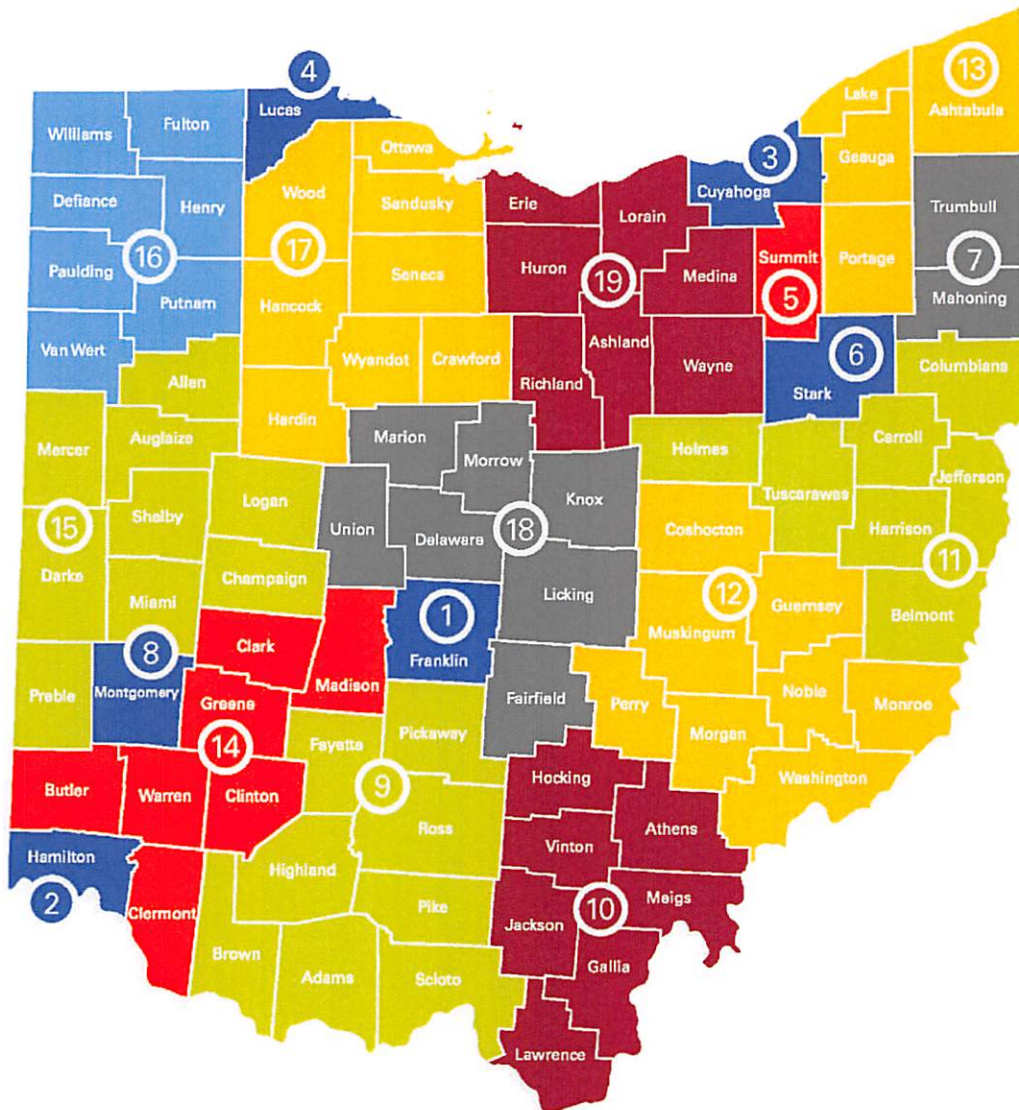
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OneOhio Exhibit C

# Regional Breakdown



OneOhio Exhibit C

The OneOhio Memorandum of Understanding  
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County Commissioners Association of Ohio, Ohio Municipal League, Ohio Mayors Alliance and Ohio  
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OneOhio Exhibit D

<b>Region</b>	<b>Regional Allocation With Summit and Cuyahoga County</b>	<b>Regional Allocation Without Summit and Cuyahoga County</b>
Region 01	10.321850%	11.352740%
Region 02	8.525440%	9.376910%
Region 03	9.435460%	3.685690%
Region 04	4.275780%	4.702820%
Region 05	4.946690%	2.145470%
Region 06	2.452670%	2.697630%
Region 07	5.117580%	5.628690%
Region 08	7.452290%	8.196580%
Region 09	4.885790%	5.373750%
Region 10	2.534090%	2.787170%
Region 11	2.973060%	3.269990%
Region 12	2.052720%	2.257740%
Region 13	4.401160%	4.840720%
Region 14	12.756300%	14.030320%
Region 15	3.421220%	3.762910%
Region 16	1.166070%	1.282540%
Region 17	2.857140%	3.142490%
Region 18	4.247200%	4.671380%
Region 19	6.177480%	6.794450%
<b>Grand Total</b>	<b>100%</b>	<b>100%</b>

OneOhio Exhibit D

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Appendix B  
Ohio Public Works District Structures  
O.R.C. 164.04

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**DISTRICT STRUCTURES**

as established by Ohio Revised Code 164.04 (A)  
all terms are for 3 years, unless noted

District	Counties	Appointing Authority	# of Members
<b>SINGLE COUNTY STRUCTURE</b>			
1	Cuyahoga	2 - County Commissioners or Chief Executive Officer 2 - Chief Executive Officer of Largest City (Cleveland) 2 - Other Municipal Chief Executive Officers 1 - Private Sector (by majority of other members)	7
2	Hamilton	2 - County Commissioners (planning & development/Commissioner or Engineer) 3 - Chief Executive Officer of Largest City (Cincinnati) 2 - Other Municipal Chief Executive Officers 2 - Township Trustees	9
3	Franklin	2 - County Commissioners or Chief Executive Officer	9
4	Montgomery	2 - Chief Executive Officer of Largest City (Columbus, Dayton, Akron, Toledo, Canton)	
8	Summit	2 - Other Municipal Chief Executive Officers	
12	Lucas	2 - Township Trustees	
19	Stark	1 - Private Sector (by majority of other members)	
<b>TWO COUNTY STRUCTURE</b>			
6	Mahoning, Trumbull	1 - Mahoning County Commissioners 1 - Trumbull County Commissioners 1 - Chief Executive Officer of Largest City/Mahoning (Youngstown) 1 - Chief Executive Officer of Largest City/Trumbull (Warren) 1 - Each County has a Municipal Chief Executive OR 1 - Township Trustee/This Alternates every 5 Years 1 - Mahoning County Engineer (permanent position) 1 - Trumbull County Engineer (permanent position) 1 - Private Sector (by majority of other members)	9
<b>THREE AND FOUR COUNTY STRUCTURE</b>			
7	Ashtabula, Geauga, Lake, Portage	2 - County Commissioners of each County 2 - Chief Executive Officers of Cities in Each County	24
9	Huron, Lorain, Medina	3 - Township Trustees in District 3 - Chief Executive Officers of Villages in District	20
10	Butler, Clermon, Clinton, Warren	1 - Majority of County Engineers in District 1 - Private Sector (by majority of other members)	24
<b>STRUCTURE FOR DISTRICTS WITH MORE THAN FOUR COUNTIES</b>			
5	Defiance, Erie, Fulton, Henry, Ottawa, Paulding, Sandusky, Williams, Wood		26
11	Champaign, Clark, Darke, Greene, Madison, Miami, Preble, Union		24
13	Allen, Auglaize, Hancock, Logan, Mercer, Putnam, Shelby, Van Wert	1 - County Commissioners of Each County	24
14	Carroll, Columbiana, Coshocton, Guernsey Harrison, Holmes, Jefferson, Tuscarawas	1 - Chief Executive Officers of Cities in Each County 3 - Township Trustees in District	24
15	Adams, Brown, Fayette, Gallia, Highland, Jackson, Lawrence, Pike, Ross, Scioto, Vinton	3 - Chief Executive Officers of Villages in District 1 - Majority of County Engineers in District	30
16	Ashland, Crawford, Hardin, Marion, Richland Seneca, Wayne, Wyandot	1 - Private Sector (by majority of other members)	24
17	Delaware, Fairfield, Knox, Licking, Morrow Pickaway		20
18	Athens, Belmont, Hocking, Meigs, Monroe, Morgan, Muskingum, Noble, Perry, Washington		28

The OneOhio Memorandum of Understanding  
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County Commissioners Association of Ohio, Ohio Municipal League, Ohio Mayors Alliance and Ohio  
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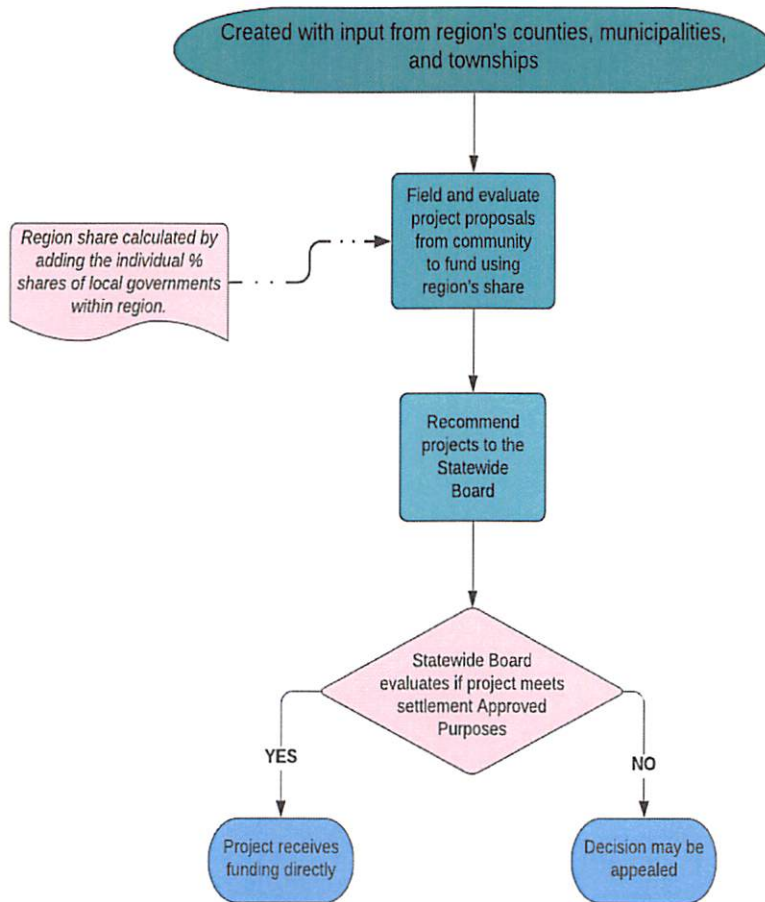
Prepared by: David A. Riepenhoff and Marc A. Fishel,  
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Appendix C  
Functions of Regional Boards

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## Functions of Regional Boards



The OneOhio Memorandum of Understanding  
Toolkit for Local Governments

County Commissioners Association of Ohio, Ohio Municipal League, Ohio Mayors Alliance and Ohio  
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Prepared by: David A. Riepenhoff and Marc A. Fishel,  
Fishel Downey Albrecht & Riepenhoff LLP

**Appendix D**  
**Resolution Authorizing Participation in OneOhio Regional Governance**

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**RESOLUTION \_\_**

**Resolution Approving Participation in Region \_\_ Governance Structure  
Under The OneOhio Memorandum of Understanding**

It was moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ that the following Resolution be adopted:

**WHEREAS**, the [Jurisdiction], is a Local Government that has adopted and approves The OneOhio Memorandum of Understanding (“The Memorandum”), which establishes a mechanism to disburse settlement proceeds from opioid litigation into Ohio’s communities to help abate the opioid crisis, including allocations to Local Governments and Regions through a statewide Foundation; and

**WHEREAS**, this jurisdiction is a participant in Region \_\_ as established by The Memorandum; and

**WHEREAS**, pursuant to The Memorandum each Region shall create their own governance structure so it ensures all Local Governments have input and equitable representation regarding regional decisions including representation on the statewide Foundation Board and selection of projects to be funded from the region’s regional Share; and

**WHEREAS**, Regions have the responsibility to make submissions regarding the allocation of funds to projects that will equitably serve the needs of the entire Region; and

**WHEREAS**, it is found that the regional governance structure attached hereto has **Exhibit A** ensures all Local Governments in this Region have input and equitable representation regarding regional decisions under The Memorandum;

**NOW THEREFORE BE IT RESOLVED**, by this legislative body that:

Section 1. Subject to and effective upon the concurrence of all Local Governments (counties, cities, villages, townships) in **Region \_\_**, this legislative body hereby approves and enters into the regional governance agreement attached hereto as **Exhibit A**;

Section 3. It is found and determined that all formal actions of this legislative body relating to the adoption of this Resolution were adopted in an open meeting, and that all deliberations that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements;

Section 4. This Resolution is hereby declared to be an emergency measure, necessary for the preservation of the public peace, health, welfare and safety. The reason for the emergency is to ensure prompt pursuit of funds to assist in abating the opioid epidemic throughout Ohio.

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*Prepared by: David A. Riepenhoff and Marc A. Fishel,  
Fishel Downey Albrecht & Riepenhoff LLP*

**Vote (indicate yes; no):**

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**CERTIFICATION:**

The OneOhio Memorandum of Understanding  
Toolkit for Local Governments

County Commissioners Association of Ohio, Ohio Municipal League, Ohio Mayors Alliance and Ohio  
Township Association

Prepared by: David A. Riepenhoff and Marc A. Fishel,  
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**Appendix E**  
**Resolution Appointing Initial Regional Representative**

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**RESOLUTION \_\_**

**Resolution Appointing Initial Region \_\_ Representative to the  
OneOhio Recovery Foundation, Inc. Board**

It was moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ that the following Resolution be adopted:

**WHEREAS**, the [Jurisdiction], is a Local Government that has adopted and approves The OneOhio Memorandum of Understanding (“The Memorandum”), which establishes a mechanism to disburse settlement proceeds from opioid litigation into Ohio’s communities to help abate the opioid crisis, including allocations to Local Governments and Regions through a statewide Foundation; and

**WHEREAS**, this jurisdiction is a participant in **Region \_\_** as established by The Memorandum; and

**WHEREAS**, pursuant to The Memorandum each Region shall create their own governance structure so it ensures all Local Governments have input and equitable representation regarding regional decisions including representation on the statewide Foundation Board and selection of projects to be funded from the Region’s regional Share; and

**WHEREAS**, the imminent distribution of Opioid Funds through the OneOhio Recovery Foundation, Inc. requires immediate appointment of a regional representative from this Region; and

**WHEREAS**, Regions have the responsibility to make submissions regarding the allocation of funds to projects that will equitably serve the needs of the entire Region; and

**WHEREAS**, \_\_\_\_\_ [person] has expressed a willingness and ability to serve as the initial Region \_\_ representative on the OneOhio Recovery Foundation, Inc. Board for an initial term that will begin by and upon concurrence of all Local Governments participating in **Region \_\_**, and end upon a successor appointment, resignation or removal by the regional board.

**NOW THEREFORE BE IT RESOLVED**, by this legislative body that:

Section 1. Subject to and effective upon the concurrence of all Local Governments (counties, cities, villages, townships) in **Region \_\_**, the following individual shall be appointed as the initial **Region \_\_** representative to the OneOhio Recovery Foundation, Inc. Board;

Section 2. This representative may exercise all authority of a OneOhio Recovery Foundation, Inc. Board member under Section D.3 through and including D.11 of The OneOhio Memorandum of Understanding during this appointment; and shall report any such actions to the regional board in this Region;

**The OneOhio Memorandum of Understanding  
Toolkit for Local Governments**

**County Commissioners Association of Ohio, Ohio Municipal League, Ohio Mayors Alliance and Ohio  
Township Association**

*Prepared by: David A. Riepenhoff and Marc A. Fishel,  
Fishel Downey Albrecht & Riepenhoff LLP*

**Section 3.** It is found and determined that all formal actions of this legislative body relating to the adoption of this Resolution were adopted in an open meeting, and that all deliberations that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements;

**Section 4.** This Resolution is hereby declared to be an emergency measure, necessary for the preservation of the public peace, health, welfare and safety. The reason for the emergency is to ensure prompt pursuit of funds to assist in abating the opioid epidemic throughout Ohio.

**Vote (indicate yes; no):**

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**CERTIFICATION:**



**Appendix F**  
**Considerations for OneOhio Recovery Foundation, Inc.'s 501(c)(3) Status**  
**By: Benesch, Friedlander, Coplan & Aronoff LLP**

This Appendix F has been prepared by Benesch, Friedlander, Coplan and Aronoff, LLP (“Benesch”). Benesch was engaged by the Ohio Attorney General to do the legal work necessary to create the statewide Foundation, including creating it as a nonprofit corporation, drafting its Code of Regulations, completing and filing the application for Federal tax exemption, and providing a roadmap and policies to get the statewide Foundation operational. In furtherance of the Foundation’s intended status as a tax -exempt entity under Section 501(c)(3) of the Internal Revenue Code (the “Code”), Regions are asked to consider the following information in structuring their regional governance to include private sector participation.

By way of background, the terms of The OneOhio MOU reflect the goal of the Local Governments and State to ensure that funds allocated for use in the Regions will be protected and only disbursed for Approved Purposes. In order to achieve this goal, the statewide Foundation (i.e., OneOhio Recovery Foundation, Inc.) was formed under Ohio law as a nonprofit corporation, and pursuant to the OneOhio MOU, the Foundation is intended to be tax-exempt under Code Section 501(c)(3) so that the Foundation, and the funds to be disbursed through the Foundation, will have the protections that come along with being tax-exempt under Code Section 501(c)(3). Such protections include limitations with respect to who can access the funds of the Foundation and for what purposes. However, when nonprofit corporations have very close ties with governmental units, the Internal Revenue Service may find that such nonprofit corporations are an integral part of government, and therefore, that they cannot obtain separate status under Code Section 501(c)(3) or the accompanying protections outlined above.

While numerous factors are considered in determining whether an organization can obtain tax-exemption under Code Section 501(c)(3), both the governance structures of the Regions and their regional appointments to the statewide Foundation Board are factors that will likely play an important role in whether the Foundation may be able to obtain tax exemption under Code Section 501(c)(3). In order to have a chance to achieve tax exemption under Code Section 501(c)(3), the Foundation must have significant private sector participation both at the regional level in the process for selecting members for the Foundation Board, and at the Foundation level in the composition of the Foundation Board itself. Thus, if only public officials are involved in the process to select members of the Foundation Board and/or only public officials serve as members of the Foundation Board itself, the chance of obtaining tax exemption under Code Section 501(c)(3) decreases. However, if the Regions engage both public sector and private sector individuals in the selection process for their regional representative to the Foundation Board, and if the Regions as a whole select a diverse group of both private sector and public sector individuals to serve on the Foundation Board, it will increase the chances that the Foundation may qualify for tax exemption under Code Section 501(c)(3). Although there is no bright line test in determining the amount of necessary private sector participation, the more private sector individuals involved in the process to determine the regional representative, and the more private sector individuals on the Foundation Board, the chance for separate tax-exemption under Code Section 501(c)(3) increases.

Thus, in order to assist the Foundation in achieving tax exemption under Code Section 501(c)(3) as intended by the OneOhio MOU, we strongly encourage the Local Governments and the Regions to take the foregoing into account.

If you have any questions about this Appendix F, please contact one of the following Benesch attorneys:

Martha Sweterlitsch, Partner  
614-223-9367 Office | 614-579-6870 Cell  
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# Terran Corporation

*Environmental Services*

January 26, 2022

Mr. Chad Hall  
 Public Works Superintendent  
 City of Urbana  
 1263 Muzzy Road  
 Urbana, Ohio 43078

Re: Professional Services for Groundwater Monitoring Services  
 Year 2022 Monitoring Term – CMP-2012 List  
 Urbana Landfill, City of Urbana, Ohio  
 Terran Proposal: P-URB22A

Dear Mr. Hall:

Terran Corporation (Terran) submits for your consideration the following proposal for the provision of groundwater monitoring services for the City of Urbana’s Closed Sanitary Landfill (the Facility), located at 1217 Children’s Home Road, Urbana, Ohio. Our understanding of the scope of services is based on the City of Urbana’s Ohio EPA-approved Groundwater Monitoring Plan, dated 2009 (GMP-2009) and the Corrective Measures Plan (CMP) dated 2009 and amended 2012 (CMP-2012).

Also included is the groundwater monitoring services for seven residential homes as required by the Ohio EPA approved Residential Well Sampling Program (ORWSP) dated May 14, 2019. Our understanding of the proposed Scope of Work is based on Terran’s groundwater monitoring services at the Facility during 2019 and 2020. This proposal is for a one-year service period (2022) for both first semi-annual and second annual semi-annual monitoring events.

## **SCOPE OF WORK**

The proposed scope of work is to conduct the semi-annual groundwater monitoring events for the Facility monitoring well network including the off-site residential house well sampling. To accomplish this, Terran proposes to mobilize to the site a two-man crew equipped with necessary supplies and equipment to conduct the required field measurements, purging and sampling activities for the Facility monitoring wells and the off-site residential wells. The groundwater samples will be delivered to a contracted laboratory (Pace Analytical) for the completion of analyses for required indicator parameters.

The required parameters are stipulated by CMP-2012 and GMP-2009 which include: volatile organic compounds (VOCs) (Methods EPA 8260B), ICP metals (Method EPA 6010B), ICPMS Metals (Method EPA 2020A), ammonia (Method EPA 350.1), nitrate-nitrite (Method EPA SM 4500-NO3), sulfate (Method SM 4500-SO4), chloride (Method SM 4500-Cl), total dissolved solids (Method SM 2540C) and total alkalinity (Method SM 2320B). Our estimate of the number of Facility landfill water samples to be analyzed per parameter is summarized in Table 1 and the number of off-site residential well water samples is summarized in Table 2 of this proposal. The samples will be analyzed on a standard turnaround schedule (@ two to three weeks to analyze).

Mr. Chad Hall  
 Utilities Superintendent  
 City of Urbana  
 Terran Proposal: P-URB22A  
 January 26, 2022

Terran will conduct the first semi-annual groundwater sampling event in May and the second semi-annual sampling event in November. Once the analytical results are received, the lab results will be uploaded into the statistical database software (Sanista) and statistically analyzed for trend analysis. Maps and summary tables will also be prepared to communicate key results for project stakeholders.

Terran will prepare the results summary letters after receipt of the lab results consistent with previous monitoring events. The residential home lab results will be included into the Facility semi-annual monitoring report for a single stand-alone document for each monitoring event. A technical report will be prepared and submitted to the City of Urbana summarizing the key results and conclusions of each sampling event. A draft version of the technical report will be submitted to the City of Urbana project team for review prior to submission to the Ohio EPA. Once approved, an electronic copy of the report will be submittal to the Ohio EPA via the solid waste electronic document portal access.

**BUSINESS PROPOSAL**

The scope of services can be provided on a **Firm-Fixed Cost** basis for the following prices:

**Urbana Landfill 2022 Semiannual Sampling Services**

<i>2022 Facility Sampling Event (per Event)</i>	
Terran Field Sampling Labor	\$ 3,376
Sampling Equipment & Expenses	\$ 2,158
Lab Analytical Services	\$ 7,574
Data Management & Report Preparation	<u>\$ 7,785</u>
Event Total:	<b>\$20,893</b>

<i>Residential Home Well Sampling Event (Per Event)</i>	
Terran Field Sampling Labor	\$ 1,217
Equipment & Expenses	\$ 354
Lab Analytical Services	\$ 3,256
Data Management & Report Preparation	<u>\$ 430</u>
Event Total:	<b>\$ 5,257</b>

**Year 2022 Grand Total:** **\$52,300**

In addition to the above costs, Terran’s experience is there are certain times when a verification sampling event is required to address one or more parameters that exceed a GMP or CMP stipulated regulatory action level. In the event a verification sampling event is necessary, Terran proposes to conduct it for the following price:

Verification Sampling (as needed): **\$1,500/event**

The scope of work as described in this proposal can be accomplished for the Estimated Cost provided above. Only those costs incurred will be charged and they will not exceed the estimated probable cost stated above without your prior approval. Provision of additional services outside of the scope of work will be conducted on a time and material basis upon permission to proceed.

The contents of this proposal have been submitted in confidence and represent trade secrets and/or privileged, confidential, or financial information. The technical and/or financial contents of this proposal shall be used only for evaluation purposes by the recipient, and shall not be disclosed to third parties.

### **ASSUMPTIONS**

Terran has made the following assumptions in preparing the above scope of work and cost estimate:

- One half day of water level measurements by a Terran Professional for all Facility monitoring wells in advance of the scheduled semi-annual monitoring event.
- Two days of groundwater sampling field work for a 2-man crew per semi-annual monitoring event (16 monitoring wells total).
- One day of groundwater sampling field work for a 2-man crew for the off-site residential monitoring event (seven wells total).
- Conduct of all field activities in Level D personnel protective equipment.
- Laboratory analysis of nineteen (19) sets of water samples for the Facility monitoring wells (including the analytical parameters and QA/QC samples) as summarized in Table 1 of this proposal.
- Laboratory analysis of eight (8) sets of water samples for the off-site residential home wells (including the analytical parameters and QA/QC samples) as summarized in Table 2 of this proposal.
- Standard turn around schedule for all laboratory services (2-3 weeks).
- The City of Urbana to handle the written communication to the off-site residential well property owners consistent with previous monitoring events.
- Provision of one technical report summarizing the semiannual sampling and statistical trend results per monitoring event. Maps and summary tables to be included. One electronic copy of each sampling report will also be submitted to Ohio EPA for their project files. Two hard copies of the report to be submitted to City of Urbana for their project files.

Provision of additional services outside of the scope of work will be conducted on a time and material basis upon written permission to proceed from the City of Urbana.

Mr. Chad Hall  
Utilities Superintendent  
City of Urbana  
Terran Proposal: P-URB22A  
January 26, 2022

**AUTHORIZATION**

If you are in agreement with the scope of services in this proposal, you may authorize Terran Corporation to proceed by signing the signature page of this proposal and faxing a copy to our attention at (937) 320-3620. We propose to conduct this project in accordance with Terran's Terms and Conditions (attached). This proposal is valid for 90 days.

\*\*\*\*\*

Mr. Hall, we look forward to your favorable review of this proposal. Should you have any questions or concerns regarding this proposal, please feel free to contact me at (937) 320-3601 or email me at [kcsmith@terrancorp.com](mailto:kcsmith@terrancorp.com).

Sincerely  
Terran Corporation



Mr. Kelly Smith, CPG  
Sr. Hydrogeologist

Attachment: Terms and Conditions

**Table 1. Semi-Annual Monitoring Analytical Parameter Summary, City of Urbana Closed Sanitary Landfill.**

Well Locations	Water Levels <sup>1</sup> & Field Parameters <sup>2</sup>	Total Alkalinity	TDS	Ammonia	Chloride	Nitrate-Nitrite	Sulfate	ICP Metals	ICPMS Metals	VOCs
		SM 2320B	SM 2540C	EPA 350.1	EPA 9056A	SM 4500-NO3	SM 4500-SO4	EPA 6010B	EPA 6020B	EPA 8260B
<b>FACILITY MONITORING WELLS</b>										
LMW-1	1	1	1	1	1	1	1	1	1	1
LMW-2	1	1	1	1	1	1	1	1	1	1
LMW-3	1	1	1	1	1	1	1	1	1	1
LMW-4	1	1	1	1	1	1	1	1	1	1
LMW-5	1	1	1	1	1	1	1	1	1	1
LMW-9	1	1	1	1	1	1	1	1	1	1
LMW-10	1	1	1	1	1	1	1	1	1	1
LMW-11	1	1	1	1	1	1	1	1	1	1
LMW-13	1	1	1	1	1	1	1	1	1	1
LMW-14	1	1	1	1	1	1	1	1	1	1
LMW-17	1	1	1	1	1	1	1	1	1	1
LMW-18	1	1	1	1	1	1	1	1	1	1
LMW-19	1	1	1	1	1	1	1	1	1	1
LMW-20	1	1	1	1	1	1	1	1	1	1
LMW-21	1	1	1	1	1	1	1	1	1	1
LMW-22	1	1	1	1	1	1	1	1	1	1
<b>Well Samples</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>16</b>
<b>QA/QC SAMPLES</b>										
MS Sample	0	0	0	0	0	0	0	0	0	0
MSD Sample	0	0	0	0	0	0	0	0	0	0
Equip Blank	0	1	1	1	1	1	1	1	1	1
Field Blank	0	1	1	1	1	1	1	1	1	1
Blind Duplicate	0	1	1	1	1	1	1	1	1	1
Trip Blank	0	0	0	0	0	0	0	0	0	1
<b>QC Samples</b>	<b>0</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>4</b>
<b>Total Samples</b>	<b>16</b>	<b>19</b>	<b>19</b>	<b>19</b>	<b>19</b>	<b>19</b>	<b>19</b>	<b>19</b>	<b>19</b>	<b>20</b>

1. Water levels to include LMW-6, LMW-7, LMW-8, LMW-12, LMW-15 & LMW-16.
2. Field Parameters: pH, specific conductivity, temperature, reductive-oxidation potential, dissolved oxygen and turbidity.

**Table 2. Semi-Annual Monitoring Analytical Parameter Summary, City of Urbana Closed Sanitary Landfill.**

Residential Homes	Field Parameters <sup>1</sup>	Total Alkalinity	TDS	Ammonia	Chloride	Nitrate-Nitrite	Sulfate	ICP Metals	ICPMS Metals	ICPMS Arsenic*	VOCs
		SM 2320B	SM 2540C	EPA 350.1	EPA 9056A	SM 4500-NO3	SM 4500-SO4	EPA 6010B	EPA 6020B	EPA 6020B	EPA 8260B
<b>RESIDENTIAL WELLS</b>											
1255 Children's Home Rd.	1	1	1	1	1	1	1	1	1	1	1
1240 Children's Home Rd.	1	1	1	1	1	1	1	1	1	0	1
1401 Children's Home Rd.	1	1	1	1	1	1	1	1	1	0	1
1091 Edinger Rd.	1	1	1	1	1	1	1	1	1	0	1
1121 Edinger Rd.	1	1	1	1	1	1	1	1	1	0	1
1320 Edinger Rd.	1	1	1	1	1	1	1	1	1	0	1
1140 Edinger Rd.	1	1	1	1	1	1	1	1	1	0	1
<b>Well Samples</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>1</b>	<b>7</b>
<b>QA/QC SAMPLES</b>											
MS Sample	0	0	0	0	0	0	0	0	0	0	0
MSD Sample	0	0	0	0	0	0	0	0	0	0	0
Equip Blank	0	0	0	0	0	0	0	0	0	0	0
Field Blank	0	0	0	0	0	0	0	0	0	0	0
Blind Duplicate	0	1	1	1	1	1	1	1	1	0	1
Trip Blank	0	0	0	0	0	0	0	0	0	0	1
<b>QC Samples</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>2</b>
<b>Total Samples</b>	<b>7</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>1</b>	<b>9</b>

1. Field Parameters: pH, specific conductivity, temperature, reductive-oxidation potential, dissolved oxygen and turbidity.

\* Single arsenic sample to be collected from kitchen faucet to check water treatment system performance.



JANUARY 2022  
PURCHASE ORDERS \$2,501-\$50,000

PURCHASE ORDER #:	VENDOR :	PURCHASE ORDER AMOUNT :	DEPARTMENT :	EXPLANATION :	BOC APPROVAL DATE & VOTE:
29217	SOUTHEASTERN EQUIPMENT	\$ 19,500.00	VARIOUS	BOMAG VIBRATORY ROLLER FOR ASPHALT UTILITY REPAIRS	BOC 1.12.2022(3)
29218	CHEROKEE RUN LANDFILL	\$ 18,174.93	WWTP	SLUDGE HAULED TO LANDFILL	BOC 1.12.2022(3)
29219	UNIFIRST	\$ 8,800.00	VARIOUS	2022 MATS AND UNIFORMS	BOC 1.12.2022(3)
29220	LUC	\$ 6,113.25	NON-DEPT	2022 PER CAPITAL ASSESSMENT	BOC 1.12.2022(3)
29221	DBT TRANSPORTATION SERVICES	\$ 4,507.00	AIRPORT	ANNUAL AWOS SERVICE & NADIN	BOC 1.12.2022(3)
29222	CCTSS	\$ 13,357.50	NON-DEPT	ENGINEER LABOR XENCENTOL OFFSITE, ENGINEER LABOR TESTING	BOC 1.12.2022(3)
29223	SHI	\$ 3,546.71	NON-DEPT	QNAP SERVICE, MODULE, RAIL KIT, ULTRASTAR HARD DRIVE	BOC 1.12.2022(3)
29234	CIVICA	\$ 16,868.33	POLICE	SUPPORT/MAINTENANCE, AUTHORITY AMS(1), AMS RMS QUERY (6), AUTHORITY REDHAWK(1) FOR 2022	BOC 1.19.2022(3)
29236	CELLEBRITE INC.	\$ 4,300.00	POLICE	SOFTWARE RENEWAL	BOC 1.19.2022(3)
29237	JAGS ENVIRONMENTAL	\$ 3,185.00	WRF	SCREW PUMP GEAR BOX REPAIR PARTS KIT	BOC 1.19.2022(3)
29238	SNYDERS HEATING & COOLING	\$ 5,350.00	WRF	REPLACE HEAT EXCHANGE CORE IN SEPTAGE BLDG (PARTS & LABOR)	BOC 1.19.2022(3)
29239	OAKES DOOR SERVICE	\$ 2,596.00	WRF	28FT SAVER SEAL, 2" ROLLERS, RECEIVERS & REMOTES FOR OPENERS, JACKSHAFT OPERATOR W/ WALL BUTTON	BOC 1.19.2022(3)
29240	M POWER TECHNOLOGIES	\$ 2,600.00	VARIOUS	ANNUAL SOFTWARE MAINTENANCE	BOC 1.19.2022(3)
29241	SOUTHEASTERN EQUIPMENT	\$ 24,000.00	STREET	BRADCO 24" ASPHALT PLANER	BOC 1.12.2022(3)
29260	MARTIN & WOOD APPRAISAL GROUP	\$ 8,350.00	ENGINEERING	APPRAISAL REVIEW SERVICES- S HIGH STREET	BOC 1.19.2022(3)
29263	J&J SCHLAEGEL	\$ 15,000.00	WATER	2022 BLANKET CONCRETE REPAIRS PER CITY'S CONTRACT (PER UNIT)	BOC 1.26.2022(3)
29264	FARMERS EQUIPMENT	\$ 38,200.00	PARK	KUBOTA MX6000 HST COMPACT TRACTOR	BOC 1.26.2022(3)
29265	COMPTON POWER EQ	\$ 31,050.00	PARK	TORO 4000 HDX PRO 72" MOWERS (2), TORO 4000 HDX PRO 60" MOWER	BOC 1.26.2022(3)
29266	LANTZ SALES	\$ 25,872.00	WRF	GRASSHOPPER 325D 72" MOWER, GRASSHOPPER 325 D 61" MOWER	BOC 1.26.2022(3)
29268	SNYDER'S HEATING & COOLING	\$ 4,025.00	STREET	REPLACE SHOP TUBE HEATER IN LARGE STREET GARAGE	BOC 1.26.2022(3)
29269	MURPHY TRACTOR & EQUIPMENT	\$ 4,300.00	STREET	WB HYDRAULIC THUMB FOR JD EXCAVATOR	BOC 1.26.2022(3)

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Chris Boettcher  
Secretary

## ORDINANCE NO. 4559-22

### AN ORDINANCE TO AMEND SECTION 1133.08 OF THE CODIFIED ORDINANCES OF THE CITY OF URBANA.

**WHEREAS**, whenever the public necessity, convenience, general welfare or good zoning practices require, Council may by ordinance after receipt of a recommendation thereon from the Planning Commission and subject to procedures provided by law, amend, supplement, change or repeal the regulations, restrictions and boundaries or classification of property; and

**WHEREAS**, on December 20, 2021, the Planning and Zoning Staff formally requested an amendment to Section 1133.08 of the Codified Ordinances of the City of Urbana; and

**WHEREAS**, on December 20, 2021, the City of Urbana Planning Commission recommended by a 7-0 vote that Council approve the requested amendments; and

**WHEREAS**, Council held a public hearing pursuant to Chapter 1113.09 of the Codified Ordinances of the City of Urbana on Tuesday, February 1, 2022.

**NOW, THEREFORE, BE IT ORDAINED** by the Council of the City of Urbana, County of Champaign and State of Ohio:

#### SECTION ONE:

That the existing Section 1133.08 of the Codified Ordinances of the City of Urbana, Ohio is hereby amended, to read (proposed changes in red):

#### **1133.08 PARKING SPACE REQUIREMENTS.**

For the purpose of this Part, the following parking space requirements shall apply:

(a) Auditoriums, theaters and similar uses.	One space for each four seats.
(b) Automotive filling station.	One space for each two pumps.
(c) Automotive repair.	Two spaces for each service bay.
(d) Automotive sales.	One space for each 800 square feet of floor area.
(e) Bed and breakfast establishments..	One space for each guest room plus two spaces for the permanent residence.
(f) Club.	Four spaces for each 1,000 square feet of floor area.
(g) Convalescent care facility.	One space for each two beds.
(h) Convenience store.	One space for each 100 square feet of floor area.
(i) Day care facility (child).	One space for each staff member plus one space for each five children at design capacity.

(j) Eating and drinking establishments.	One space for each 100 square feet of floor area plus sufficient stacking space for five vehicles at each drive thru window.
(k) Educational institutions.	Two spaces for each classroom plus one space for each four seats in the auditorium. High schools shall also include one space for each ten students at design capacity.
(l) Financial Institutions.	One space for each 250 square feet of floor area plus sufficient stacking space to accommodate the number of automobiles equal to five times the number of teller windows.
(m) Funeral Home	One space for each 50 square feet of floor area plus one reserved space for each hearse or company vehicle.
(n) Group home.	One space for each four beds.

(o) Hospital.	One space for each two beds.
(p) Hotel/motel.	One space for each sleeping room plus one space for each 400 square feet of public meeting area and/or restaurant space.
(q) Industrial/manufacturing.	<b>1.1 spaces for each employee based on the working period when the maximum number of employees are employed on the premises.</b>
(r) Medical or dental clinic.	One space for each 250 square feet of floor area of examination room, treatment room and waiting room.
(s) Office.	One space for each 200 square feet of floor area.
(t) Personal services.	One space for each 200 square feet of floor area.
(u) Public assembly hall.	One space for each 50 square feet of floor area.
(v) Public buildings.	One space for each 200 square feet of floor area.
(w) Recreation, commercial.	One space for each three seats or one space for each 100 square feet, whichever is greater.
(x) Recreation, non-commercial.	One space for each participant at maximum utilization.
(y) Religious places of worship.	One space for each five seats in the place of assembly.
(z) Residential, mobile home	Two spaces for each dwelling unit.
(aa) Residential, multi-family.	Two spaces for each dwelling unit, except in the central business district (B-2) where one parking space per unit is required.
(bb) Residential, single family.	Two spaces for each dwelling unit.

(cc) Residential, two family.	Two spaces for each dwelling unit.

(dd) Restaurants	One (1) space for every 4 customer seats plus one (1) space for each employee based on the working period when the maximum number of employees are employed on the premises.
(ee) Restaurants, fast-food.	One (1) space for every 4 customer seats plus one (1) space for each employee based on the working period when the maximum number of employees are employed on the premises plus sufficient stacking space for eight (8) vehicles at each drive thru window.
(ff) Restaurant, Drive-in	Five spaces for each 1,000 square feet of floor area.
(gg) Restaurant, Carryout	One (1) space for every 4 customer seats plus one (1) space for each employee based on the working period when the maximum number of employees are employed on the premises or one (1) space for every 200 square feet plus one (1) space for each employee based on the working period when the maximum number of employees are employed on the premises. One space for each 300 square feet of pool and promenade area.
(hh) Retail Business	One space for each 250 square feet of floor area.
(ii) Swimming Club	One space for each 300 square feet of pool and promenade area.
(jj) Warehousing	1.1 spaces for each employee based on the working period when the maximum number of employees are employed on the premises.

**SECTION TWO:**

That the City of Urbana Planning Commission’s recommendation to approve the request to add to Chapter 1133 is attached and labeled as “Exhibit A”.

**SECTION THREE:**

All actions of City Council and the Planning Commission related to this legislation were conducted in open meetings pursuant to Urbana Codified Ordinance 107.01 and Ohio Revised Code 121.22. City Council held a public hearing pursuant to Urbana Codified Ordinance 1113.09, with notice by publication pursuant to Urbana City Charter Section 2.16, on January 21, 2022.

**SECTION FOUR:**

This ordinance shall become effective at the earliest time provided by law.


\_\_\_\_\_  
President, City of Urbana Council

PASSED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
Clerk of Council

This Ordinance approved by me this \_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Mayor, City of Urbana

Department requesting: Administration/Zoning		Personnel: Preston Carter	Director of Law Review 
Expenditure? Y (N)	Emergency? Y (N)	Public Hearing? (Y) N If yes, dates advertised: 01/21/2022	
Readings required: 1 2 (3)		Third/Final reading date: 02/15/2022	
First reading date: 01/18/2022	Second reading date: 02/01/2022		

Anticipated effective date if approved: 03/02/2022

2025 RELEASE

Under the provisions of the President John F. Kennedy Library Act, this document is being released to the public.

President John F. Kennedy

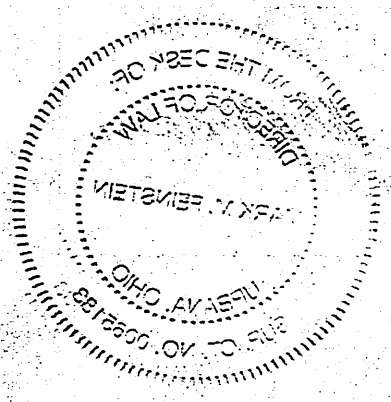
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John F. Kennedy



## ORDINANCE NO. 4560-22

AN ORDINANCE TO UPDATE THE CITY OF URBANA'S OFFICIAL ZONING MAP BY ESTABLISHING ZONING FOR PARCEL K48-25-11-01-30-004-00, ALSO KNOWN AS 1673 US HWY 68 AS R-1 LOW DENSITY RESIDENTIAL DISTRICT.

WHEREAS, Chapter 1113 of the Codified Ordinances of the City of Urbana, Ohio enables amendment of the Official Zoning Map; and

WHEREAS, whenever the public necessity, convenience, general welfare or good zoning practices require, Council may by ordinance after receipt of a recommendation thereon from the Planning Commission and subject to procedures provided by law, amend, supplement, change or repeal the regulations, restrictions and boundaries or classification of property; and

WHEREAS, on December 20, 2021, the Planning and Zoning Staff formally requested an amendment to the Official Zoning Map for the City of Urbana pursuant to Chapter 1113.03 (a) of the Codified Ordinances of the City of Urbana; and

WHEREAS on December 20, 2021, the City of Urbana Planning Commission recommended by a 5-0 vote, that City Council *approve* the request to update the City of Urbana Official Zoning Map to establish zoning for parcel K48-25-11-01-30-004-00, also known as 1673 US Hwy 68, as R-1 (Low Density Residential) District; and

WHEREAS, Council held a public hearing pursuant to Chapter 1113.09 of the Codified Ordinances of the City of Urbana on Tuesday, February 1, 2022.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Urbana, County of Champaign and State of Ohio:

Section 1: The City Engineer shall amend the Official Zoning Map of the City of Urbana, Ohio to reflect the zoning change depicted in the Planning Commission Staff Report and as recommended by the Planning Commission. An exhibit of the proposed zoning map change is attached and labeled as "Exhibit A".

Section 2: The Mayor shall sign the amended Official Zoning Map of the City of Urbana, Ohio.

Section 3: The Clerk of Council is now instructed to sign the amended Official Zoning Map to attest to this action of City Council.

SECTION 4: That the City of Urbana Planning Commission's recommendation to approve the request to rezone the proposed area is attached and labeled as "Exhibit B".

Section 5: The Planning Commission Staff Report is attached and labeled as "Exhibit C."

SECTION 6: All actions of City Council and the Planning Commission related to this legislation were conducted in open meetings pursuant to Urbana Codified Ordinance 107.01 and Ohio Revised Code 121.22. City Council held a public hearing under Urbana Codified Ordinance 1113.09, with notice by publication pursuant to Urbana City Charter Section 2.16, on January 21, 2022.

SECTION 7: This ordinance shall become effective at the earliest time provided by law.


Passed: \_\_\_\_\_

\_\_\_\_\_  
Marty Hess, Council President

Attest: \_\_\_\_\_  
Clerk of Council

This Ordinance approved by me this \_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Mayor

Department requesting: Zoning		Personnel: Preston Carter	Director of Law review 
Expenditure? <b>Y (N)</b>	Emergency? <b>Y (N)</b>	Public Hearing? <b>(Y) N</b>	
Readings required: <b>1 2 (3)</b>		If yes, dates advertised: 01/21/2022	
First reading date: 01/18/2022	Second reading date: 02/01/2022	Third/Final reading date: 02/15/2022	

Anticipated effective date if approved: 03/02/2022





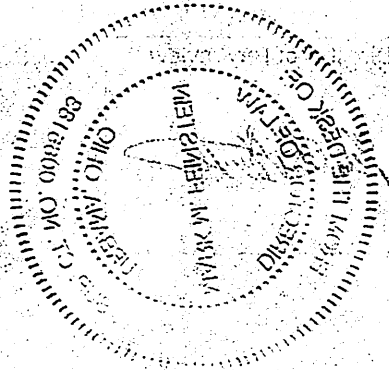
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Inspected and approved by \_\_\_\_\_

Signature

Date

\_\_\_\_\_



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## **ORDINANCE NO. 4561-22**

**AN ORDINANCE TO CREATE A NEW SUBSECTION OF CODE TO BE PLACED IN CHAPTER 1133 OF THE CODIFIED ORDINANCES OF THE CITY OF URBANA, OHIO. (Three readings, public hearing required).**

**WHEREAS**, whenever the public necessity, convenience, general welfare or good zoning practices require, Council may by ordinance after receipt of a recommendation thereon from the Planning Commission and subject to procedures provided by law, amend, supplement, change or repeal the regulations, restrictions and boundaries or classification of property; and

**WHEREAS**, on December 20, 2021, the Planning and Zoning Staff formally requested the addition of Section 1133.11, Parking Space Requirements, to Chapter 1133 of the Codified Ordinances of the City of Urbana; and

**WHEREAS**, on December 20, 2021, the City of Urbana Planning Commission recommended by a 5-0 vote that Council approve the requested addition; and

**WHEREAS**, Council held a public hearing pursuant to Chapter 1113.09 of the Codified Ordinances of the City of Urbana on Tuesday, February 1, 2022.

**NOW, THEREFORE, BE IT ORDAINED** by the Council of the City of Urbana, County of Champaign and State of Ohio:

**SECTION ONE:**

That Chapter 1133 OFF-STREET PARKING AND LOADING, of the Codified Ordinances of the City of Urbana, Ohio is hereby amended, to add:

**1133.11 Residential and Commercial Parking Prohibited**

- a) All commercial, recreational and motor vehicles must be parked on:
  - 1. Surfaces that meet 1133.02 (e) Off-street Parking and Design Standards – Paving  
or
  - 2. Existing gravel surfaces that predate the passage of 1133.02 (e)
  
- b) All campers, recreational trailers, utility trailers and commercial trailers must be parked on:
  - 1. Surfaces that meet 1133.02 (e) Off-street Parking and Design Standards – Paving  
or
  - 2. Existing gravel surfaces that predate the passage of 1133.02 (e)
  
- c) Semi-trailers and commercial trailers shall not be parked, kept or stored in residentially zoned areas, on residential property in other zoning districts
  
- d) No occupancy shall be allowed for greater than 72 hours in any calendar year for any motor home, travel trailer, camper or other recreational vehicle on any premises unless

the vehicle is located in a manufactured home park or RV park where permitted recreational vehicle spaces are provided and where such occupancy does not violate any other city, state or federal regulation.

**SECTION TWO:**

That the City of Urbana Planning Commission’s recommendation to approve the request to add to Chapter 1133 is attached and labeled as “Exhibit A”.

**SECTION THREE:**

All actions of City Council and the Planning Commission related to this legislation were conducted in open meetings pursuant to Urbana Codified Ordinance 107.01 and Ohio Revised Code 121.22. City Council held a public hearing pursuant to Urbana Codified Ordinance 1113.09, with notice by publication pursuant to Urbana City Charter Section 2.16, January 21, 2022.

**SECTION FOUR:**

This ordinance shall become effective at the earliest time provided by law.


\_\_\_\_\_  
President, City of Urbana Council

PASSED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
Clerk of Council

This Ordinance approved by me this \_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Mayor, City of Urbana

Department requesting: Administration/Zoning		Personnel: Preston Carter	Director of Law Review   _____ WILLIAM D. FENNSTER DEPT. OF LEGAL COUNSEL CITY OF URBANA, OHIO TEL: 419.326.3128
Expenditure? Y (N)	Emergency? Y (N)	Public Hearing? (Y) N If yes, dates advertised: 01/21/2022	
Readings required: 1 2 (3)			
First reading date: 01/18/2022	Second reading date: 02/01/2022	Third/Final reading date: 02/15/2022	

Anticipated effective date if approved: 03/02/2022

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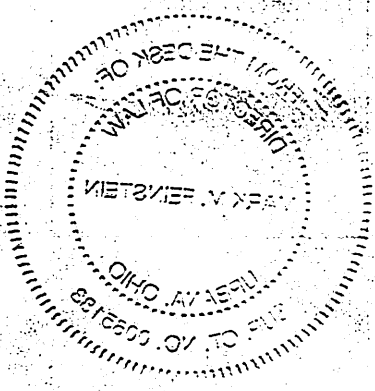
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## ORDINANCE NO. 4562-22

AN ORDINANCE TO UPDATE THE CITY OF URBANA'S OFFICIAL ZONING MAP BY ESTABLISHING CITY DESIGNATED ZONING CLASSIFICATIONS FOR TWO RECENTLY-ANNEXED PROPERTIES AS BR-1 (BUSINESS RESIDENTIAL) DISTRICT.

WHEREAS, Chapter 1113 of the Codified Ordinances of the City of Urbana, Ohio enables amendment of the Official Zoning Map; and

WHEREAS, whenever the public necessity, convenience, general welfare or good zoning practices require, Council may by ordinance after receipt of a recommendation thereon from the Planning Commission and subject to procedures provided by law, amend, supplement, change or repeal the regulations, restrictions and boundaries or classification of property; and

WHEREAS, on December 20, 2021, the Planning and Zoning Staff formally requested an amendment to the Official Zoning Map for the City of Urbana pursuant to Chapter 1113.03 (a) of the Codified Ordinances of the City of Urbana; and

WHEREAS on December 20, 2021, the City of Urbana Planning Commission recommended by a 5-0 vote, that City Council *approve* the request to update the City of Urbana Official Zoning Map to establish city designated zoning classifications for two (2) recently annexed properties: parcel K41-11-11-11-00-007-00, also known as 1675 E. US Hwy 36 and parcel K41-11-11-1-00-008-00, also known as 1693 E. US Hwy 36 and, to-wit: that per the Urbana Township Zoning Map, these parcels have been designated as B-1 (Service Business District), and that City of Urbana staff has proposed that these annexed parcels be designated as BR-1 (business Residential District) on the city's Official Zoning Map; and

WHEREAS, Council held a public hearing pursuant to Chapter 1113.09 of the Codified Ordinances of the City of Urbana on Tuesday, February 1, 2022.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Urbana, County of Champaign and State of Ohio:

Section 1: The City Engineer shall amend the Official Zoning Map of the City of Urbana, Ohio to reflect the zoning change depicted in the Planning Commission Staff Report and as recommended by the Planning Commission. An exhibit of the proposed zoning map change is attached and labeled as "Exhibit A".

Section 2: The Mayor shall sign the amended Official Zoning Map of the City of Urbana, Ohio.

Section 3: The Clerk of Council is now instructed to sign the amended Official Zoning Map to attest to this action of City Council.

SECTION 4: That the City of Urbana Planning Commission's recommendation to approve the request to rezone the proposed area is attached and labeled as "Exhibit B".

Section 5: The Planning Commission Staff Report is attached and labeled as "Exhibit C."

SECTION 6: All actions of City Council and the Planning Commission related to this legislation were conducted in open meetings pursuant to Urbana Codified Ordinance 107.01 and Ohio Revised Code 121.22. City Council held a public hearing under Urbana Codified Ordinance 1113.09, with notice by publication pursuant to Urbana City Charter Section 2.16, on January 21, 2022.

SECTION 7: This ordinance shall become effective at the earliest time provided by law.


Passed: \_\_\_\_\_

\_\_\_\_\_  
Marty Hess, Council President

Attest: \_\_\_\_\_  
Clerk of Council

This Ordinance approved by me this \_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Mayor

Department requesting: Zoning		Personnel: Preston Carter	Director of Law review
Expenditure? <b>Y (N)</b>	Emergency? <b>Y (N)</b>	Public Hearing? <b>(Y) N</b>	
Readings required: <b>1 2 (3)</b>		If yes, dates advertised: 01/21/2022	
First reading date: 01/18/2022	Second reading date: 02/01/2022	Third/Final reading date: 02/15/2022	

Anticipated effective date if approved: 03/02/2022

THE STATE OF OHIO, DEPARTMENT OF REVENUE, COLUMBUS, OHIO

INVESTIGATION OF THE STATE OF OHIO, DEPARTMENT OF REVENUE, COLUMBUS, OHIO

STATE OF OHIO, DEPARTMENT OF REVENUE, COLUMBUS, OHIO

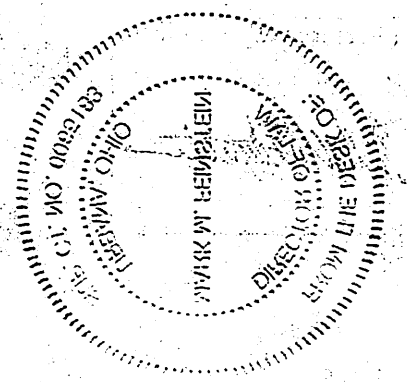
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STATE OF OHIO, DEPARTMENT OF REVENUE, COLUMBUS, OHIO

STATE OF OHIO, DEPARTMENT OF REVENUE, COLUMBUS, OHIO

## ORDINANCE NO. 4563-22

AN ORDINANCE TO AMEND THE CITY OF URBANA'S OFFICIAL ZONING MAP BY REZONING APPROXIMATELY 45 PARCELS IN THE AREA OF STORMS AVENUE, COLLEGE WAY, GRAND AVENUE AND CLAY STREET CURRENTLY ZONED M-1 MANUFACTURING DISTRICT TO R-2 MEDIUM DENSITY RESIDENTIAL DISTRICT.

WHEREAS, Chapter 1113 of the Codified Ordinances of the City of Urbana, Ohio enables amendment of the Official Zoning Map; and

WHEREAS, whenever the public necessity, convenience, general welfare or good zoning practices require, Council may by ordinance after receipt of a recommendation thereon from the Planning Commission and subject to procedures provided by law, amend, supplement, change or repeal the regulations, restrictions and boundaries or classification of property; and

WHEREAS, on November 22, 2021, the Planning and Zoning Staff formally requested an amendment to the Official Zoning Map for the City of Urbana pursuant to Chapter 1113.03 (a) of the Codified Ordinances of the City of Urbana; and

WHEREAS on November 22, 2021, the City of Urbana Planning Commission recommended by a 7-0 vote, that City Council *approve* the request to rezone an approximately 45 parcels in the area of Storms Avenue, College Way, Grand Avenue and Clay Street from M1 Manufacturing District to R-2 Medium Density Residential District; and

WHEREAS, Council held a public hearing pursuant to Chapter 1113.09 of the Codified Ordinances of the City of Urbana on Tuesday, February 1, 2022.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Urbana, County of Champaign and State of Ohio:

Section 1: The City Engineer shall amend the Official Zoning Map of the City of Urbana, Ohio to reflect the zoning change depicted in the Planning Commission Staff Report and as recommended by the Planning Commission. An exhibit of the proposed zoning map change is attached and labeled as "Exhibit A".

Section 2: The Mayor shall sign the amended Official Zoning Map of the City of Urbana, Ohio.

Section 3: The Clerk of Council is now instructed to sign the amended Official Zoning Map to attest to this action of City Council.

SECTION 4: That the City of Urbana Planning Commission's recommendation to approve the request to rezone the proposed area is attached and labeled as "Exhibit B".



Section 5: The Planning Commission Staff Report is attached and labeled as "Exhibit C."

SECTION 6: All actions of City Council and the Planning Commission related to this legislation were conducted in open meetings pursuant to Urbana Codified Ordinance 107.01 and Ohio Revised Code 121.22. City Council held a public hearing under Urbana Codified Ordinance 1113.09, with notice by publication pursuant to Urbana City Charter Section 2.16, on January 21, 2022.

SECTION 7: This ordinance shall become effective at the earliest time provided by law.


Passed: \_\_\_\_\_

\_\_\_\_\_  
Marty Hess, Council President

Attest: \_\_\_\_\_  
Clerk of Council

This Ordinance approved by me this \_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Mayor

Department requesting: Zoning		Personnel: Preston Carter	Director of Law review
Expenditure? <b>Y (N)</b>	Emergency? <b>Y (N)</b>	Public Hearing? <b>(Y) N</b>	
Readings required: <b>1 2 (3)</b>		If yes, dates advertised: 01/21/2022	
First reading date: 01/18/2022	Second reading date: 02/01/2022	Third/Final reading date: 02/15/2022	

Anticipated effective date if approved: 03/02/2022



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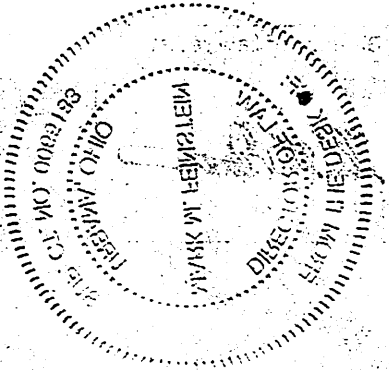
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## **ORDINANCE NO. 4564-22**

### **AN ORDINANCE ACCEPTING THE ANNEXATION OF TWO TRACTS (NOW COMBINED INTO PARCEL #I30-09-12-19-00-008-00) TOTALING 2.030 ACRES, MORE OR LESS, TO THE CITY OF URBANA, OHIO**

**WHEREAS**, on July 7, 2020, the Urbana City Council passed Resolution No. 2585-20 to approve sanitary sewer service to the property at 292 Dellinger Road (Parcel# I30-09-12-19-00-007-00 and Parcel #I30-09-12-19-00-008-00) as an extraterritorial customer under the condition that an annexation petition be filed within 60 days of approval as the property is located adjacent to the current municipal corporation limit; and

**WHEREAS**, a petition having been filed on October 12, 2021 for said annexation to the City of Urbana with the Board of Champaign County Commissioners, by Attorney Matthew T. Watson, acting as agent for property owners, David M. Oelker and Douglas T. Oelker, as required by Section 709.02(C)(3) of the Ohio Revised Code; and

**WHEREAS**, on October 19, 2021, the Urbana City Council passed Ordinance No. 4554-21 to provide a statement of services in the territory to be annexed; and

**WHEREAS**, on October 19, 2021, the Urbana City Council passed Ordinance No. 4555-21 relating to land use and zoning buffers for the territory to be annexed; and

**WHEREAS**, since the time that said annexation petition was filed and the sanitary sewer request was granted, the two tracts have been combined into one parcel which is now known solely as Parcel# I30-09-12-19-00-008-00; and

**WHEREAS**, proceedings having been held before the Board of Commissioners of Champaign County on November 16, 2021, wherein said Commissioners approved the annexation, including the annexation plat and legal description; and

**WHEREAS**, more than sixty days having elapsed from the date of filing of the transcript of such approval by the Board of Champaign County Commissioners with the City Clerk;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF URBANA, OHIO:**

#### **SECTION ONE:**

That the proposed annexation, as applied for in the petition with Board of County Commissioners of Champaign County, Ohio on October 12, 2021 by Attorney Matthew T. Watson, acting as agent for property owners, David M. Oelker and Douglas L. Oelker, as required by Section 709.02(C)(3) of the Ohio Revised Code; and which petition prayed for the annexation to the City of Urbana of certain territory adjacent thereto and hereinafter described, which petition was approved for annexation to the City of Urbana by the Board of County Commissioners on November 16, 2021, be, and hereby is, accepted.

SECTION TWO:

The territory annexed hereby is described in the legal description attached hereto as Exhibit "A" and made a part hereof as though fully rewritten herein. The certified transcript of the proceedings for annexation with an accurate map of the territory, together with the petition for annexation and other papers relating to the proceedings thereto of the County Commissioners are all on file with the Clerk of the City of Urbana and have been for more than 60 days.

SECTION THREE:

That the Clerk be, and hereby is, authorized and directed to make three copies of this Ordinance, to each of which shall be attached a copy of the transcript of proceedings of the Board of County Commissioners relating thereto and a certificate as to the correctness thereof. The Clerk shall then forthwith deliver one copy to the County Auditor, one copy to the County Recorder, and one copy to the Secretary of State, and shall file notice of this annexation with the Board of Elections within 30 days after it becomes effective.

SECTION FOUR:

That it is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of the Council and that all deliberations of the Council and any of the decision making bodies of the City of Urbana which resulted in such formal actions were in meetings open to the public in compliance with all legal requirements of the City of Urbana.

SECTION FIVE:

That this Ordinance shall take effect at the earliest time provided by law.


\_\_\_\_\_  
PRESIDENT

PASSED: \_\_\_\_\_

ATTEST: \_\_\_\_\_

This ordinance approved by me this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
MAYOR

Department requesting: Community Development		Personnel: Doug Crabill	Director of Law review
Expenditure? <b>Y</b> <b><u>N</u></b>	Emergency? <b>Y</b> <b><u>N</u></b>	Public Hearing? <b>Y</b> <b><u>N</u></b>	
Readings required: <b>1</b> <b>2</b> <b><u>3</u></b>		If yes, dates advertised:	
First reading date: 2/1/2022	Second reading date: 2/15/2022	Third/Final reading date: 3/1/2022	

Anticipated effective date if approved 3/15/2022



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## ORDINANCE NO. 4565-22

AN ORDINANCE REPEALING AND REPLACING SECTION 931.24 OF THE URBANA CODIFIED ORDINANCES (Three Readings, public hearing required)

**WHEREAS**, modifications to Chapter 931, Section 931.24, Sanitary Sewer Capacity Fee, are necessary to reflect updated Equivalent Dwelling Unit (EDU) changes; and

**WHEREAS**, Council deems it appropriate to place these modifications into effect by repealing and replacing said Section; and

**WHEREAS**, such language changes are reflected in the body of this Ordinance;

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF URBANA, OHIO THAT:**

SECTION 1: the existing language of Section 931.24, Sanitary Sewer Capacity Fee, shall be repealed, and replaced with the following language:

931.24 SANITARY SEWER CAPACITY FEE.

(a) No person shall make a service connection to the City's sanitary sewer system or any part thereof, unless the City has issued a permit to do so.

(b) The following capacity fee shall be charged for all permits issued to connect into the City sanitary sewer system for the first time and shall be paid upon issuance of said permit.

(1) All properties connecting to the City of Urbana sanitary sewer system shall be assigned an Equivalent Dwelling Unit (EDU), or multiple thereof, with one (1) EDU being equal to average daily water consumption of 400 gallons.

A. All single-family residential properties connecting to the sanitary sewer system are assigned one (1) EDU.

B. All multi-family dwellings connecting to the sanitary sewer system shall be assigned one (1) EDU per each residential dwelling unit. ~~All master metered multi-family residential properties connecting to the sanitary sewer system shall be assigned, by the Sewer Superintendent, an EDU multiple calculated by multiplying the number of multi-family residential units by the Single Family Equivalent (SFE) value that follows:~~

~~———— Single-Family~~

~~———— Equivalent Values~~

~~1-bedroom .63~~

~~2-bedrooms .75~~

~~3-bedrooms .88~~

~~4+ bedrooms 1.00~~

~~This division will be calculated to the second decimal place and rounded according to mathematical convention.~~

C. All properties connecting to the sanitary sewer system that are not residential properties are to be assigned by the Director of Administration, an EDU multiple based upon the properties' estimated daily water consumption (in gallons) divided by 400 gallons (one EDU). ~~This division will be calculated to the second decimal place and rounded according to mathematical convention.~~ In no event shall a non-residential property be assigned an EDU of less than one (1).

(2) The capacity fee shall be ~~\$1,000.00~~ \$1600.00 per EDU ~~This fee shall increase by \$50.00 per EDU on January 1 of each calendar year~~ unless acted upon otherwise by Urbana City Council.

(3) The EDU multiple established for non-residential properties based on estimated water consumption shall be reviewed twelve (12) months after occupancy is obtained to determine if the estimated daily water consumption is accurate. The Director may extend this 12-month time period if accurate consumption data is not available. Any increase or decrease in the EDU multiple based on actual water consumption which results in a capacity fee charge adjustment of more than one thousand dollars (\$1,000) shall be communicated to the property owner in writing. Any additional capacity fee charge or any refund of a previously paid capacity fee charge shall be made within forty-five (45) days of the date of the amended EDU determination letter. An owner may contest the amended EDU assigned to the property by filing an appeal with the Director within forty-five (45) days of the date of the amended EDU determination letter. The appeal shall be in writing and shall state the grounds for the appeal. The Director shall cause an appropriate investigation to be made to determine whether an adjustment of the EDU multiple for the property is warranted. The appellant shall be notified in writing of the Director's determination with respect to the appeal and any resulting adjustment in the amount of the capacity fee charge. Any additional capacity fee charge or any refund of a previously paid capacity fee charge shall be made within forty-five (45) days or the date of the Director's written response to the appellant.

(c) New sanitary sewer connection permits issued for properties located outside of the City limits will be charged the above mentioned fee on condition that the owner of the property to be served shall, within sixty days of the time said property becomes contiguous to the City of Urbana, prepare and file or join in the preparation and filing of an annexation petition pursuant to Ohio R.C. 709.02 for such property to be annexed to the City of Urbana. The failure of any such non-resident wastewater customer to comply with this condition shall be grounds for immediate termination of sanitary sewer service to the property.

(d) Subsection (b) hereof shall not apply to the holder of a zoning permit issued prior to the effective date of this section for which capacity fees have been paid and actual connection to the sanitary sewer system occurs within 365 days after the issuance of said permit.

(e) Sanitary sewer system capacity fees shall be deposited into the City's Sanitary Sewer Capacity Fee Fund that is hereby established by this ordinance.

(f) ~~The following flow guide shall be used to assist in determining the estimated daily water usage in gallons for non-residential properties:~~

~~FLOW GUIDE~~

<del>Facility</del>	<del>Estimated Flow in Gallons Per Day</del>
<del>Apartments</del>	<del>200 per one Bedroom</del>

	250-per two-Bedroom
	350-per three-Bedroom
Assembly Halls	3-per seat; no-Kitchen
	7-per seat; with-Kitchen
Bowling Alley; No-Food-Service	75-per-lane
Bowling; Food-Service	100-per-Lane
Car-Washes	1,000-first-Bay;
	500-per-additional-Bay
Churches (small)	4-per-Sanctuary-Seat; no-Kitchen
Churches (large-with-kitchen)	6-per-Sanctuary-Seat; with-Kitchen
Commercial Establishments	
Store (Retail and/or Service)	20-per-Employee, plus
	400-per-Public-Restroom*
Grocery-Store	20-per-Employee-plus
	400-per-Public-Restroom*
	plus 0.2 gal per sq. ft. Food-Process-Area (meat and vegetable prep)
	-
Barber-Shop	80-per-Basin
Beauty-Shop/Styling-Salon	160-per-Basin
Country-Club	50-per-Member
Dance-Halls	5-per-Person
Factories/Industries/Warehouses;	-
No-process-water	
Without Showers	20-per-Employee
With Showers	30-per-Employee
Factories/Industries;	Consult-Water-Pollution-Control-Superintendent
With-process-waters	
FOOD-SERVICE-OPERATIONS	-
Ordinary-Restaurant	30-per-Seat
24-Hour-Restaurant	60-per-Seat
Banquet-Rooms	7-per-Seat
Coffee-Shop	10-per-Seat
Restaurant-Along-Freeway	100-per-Seat
Bar	20-per-Seat; no-Food-Service
	35-per-Seat; with-Food-Service
Drive-Ins (Curb-Service)	40-per-Car-Space
Vending-Machine, with-Water	100-per-Machine



Hospitals	300 per Bed
Institutions (Resident)	100 per Bed plus 15 per Employee
Laundry Mat	15 per Employee plus 400 per Machine
Marina; Restrooms & Shower Only	20 per Boat Slip
Motel/Hotel	85 per Unit
Nursing and Rest Homes	150 per Bed plus 75 per Resident Employee plus 35 per Non-resident Employee

-  
OFFICE BUILDINGS

General/Professional Office	15 per Employee
Medical Office/Clinics	20 per Employee plus 50 per Examining Room
Veterinarian/Animal hospital	20 per Run and Cage plus 15 per Employee plus 100 per Doctor
Public Restroom Facilities*	400 per Restroom
Playground/Day Park	15 per Employee plus 12 per Parking Space
New Homes in Subdivision	400 per Resident

SCHOOLS

Elementary	15 per Employee plus 10 per Pupil
High and Junior High	15 per Employee plus 15 per Pupil
Boarding School	15 per Employee plus 85 per Pupil
Daycare	15 per Employee plus 10 per Pupil
Service Stations	1,000 for any one Bay plus 500 for each additional Bay
Shopping Center	0.2 per sq.ft. of Floor Space

SWIMMING POOLS

Average	4 per Swimmer
With Hot Shower	6 per Swimmer
Theater	Indoor, 5 per Seat Drive-in, 10 per Car Space
Trailer Parks (Mobile Homes)	275 per Trailer Space

<del>Travel Trailer Dumping Station</del>	<del>Consult Water Pollution Control Superintendent</del>
<del>Travel Trailer Parks &amp; Camps</del>	<del>125 per Trailer or Tent Space</del>
<del>Vacation Cottages</del>	<del>150 per Cottage</del>
<del>Youth and Recreation Camps</del>	<del>50 per Person</del>
<del>Others</del>	<del>Consult Water Pollution Control Superintendent (Closest similar type facility or a nationally Recognized Standard will be used.)</del>

~~\*Public restroom is defined as having two (2) or more flush-type fixtures excluding required lavatory fixture(s).~~

SECTION 2: INCONSISTENT ORDINANCES REPEALED

Any other ordinances or provisions thereof inconsistent with this ordinance are repealed.

SECTION 3: OPEN MEETING COMPLIANCE

Formal actions of this City Council concerning and relating to the passage of this ordinance were adopted in an open meeting in compliance with all legal requirements including O.R.C. §121.22 and Urbana Codified Ordinances §107.01.

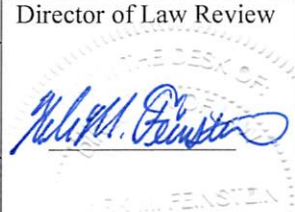
\_\_\_\_\_  
President of City Council

Attest: \_\_\_\_\_

Date: \_\_\_\_\_

This Ordinance approved by me this \_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Mayor

Department requesting: Public Works	Personnel: Chad Hall	Director of Law Review
Expenditure? Y (N)    Emergency? Y (N)	Public Hearing? (Y) N If yes, dates advertised: February 4, 2022	
Readings required:    1    2    (3)	Third reading date: March 1, 2022	
First reading date: February 1, 2022	Second reading date: February 15, 2022	

Anticipated effective date if approved: March 16, 2022

CONFIDENTIAL - SECURITY INFORMATION

TO: DIRECTOR, FBI (100-442600)

FROM: SAC, NEW YORK (100-100000)

SUBJECT: [Illegible]

RE: [Illegible]

[Illegible text]

[Illegible text]

[Illegible text]

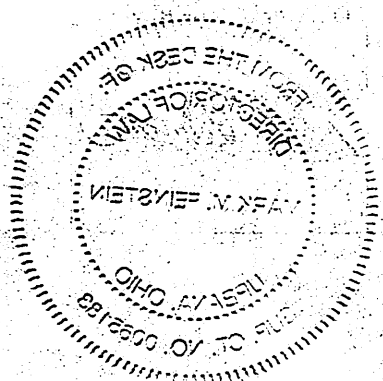
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[Illegible text]

[Illegible text]

[Illegible text]

[Illegible text]



## ORDINANCE NO. 4566-22

AN ORDINANCE REPEALING AND REPLACING SECTION 939.07 OF THE URBANA CODIFIED ORDINANCES (Three Readings, public hearing required)

**WHEREAS**, modifications to Chapter 939, Section 939.07, Water Capacity Fee, are necessary to reflect updated Equivalent Dwelling Unit (EDU) changes; and

**WHEREAS**, Council deems it appropriate to place these modifications into effect by repealing and replacing said Section; and

**WHEREAS**, such language changes are reflected in the body of this Ordinance;

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF URBANA, OHIO THAT:**

SECTION 1: the existing language of Section 939.07, Water Capacity Fee, shall be repealed, and replaced with the following language:

939.07 WATER CAPACITY FEES.

(a) No person shall make a service connection to the City's water system or any part thereof, unless the City has issued a permit to do so.

(b) The following capacity fee shall be charged for all permits issued to connect into the City water system for the first time and shall be paid upon issuance of said permit.

(1) All properties connecting to the City of Urbana water system shall be assigned an Equivalent Dwelling Unit (EDU), or multiple thereof, with one (1) EDU being equal to average daily water consumption of 400 gallons.

A. All single-family residential properties connecting to the water system are assigned one (1) EDU.

B. All multi-family dwellings connecting to the water system shall be assigned one (1) EDU per each residential dwelling unit. ~~All master metered multi-family residential properties connecting to the water system shall be assigned, by the Water Superintendent, an EDU multiple calculated by multiplying the number of multi-family residential units by the Single Family Equivalent (SFE) value that follows:~~

————— ~~Single Family~~

————— ~~Equivalent Values~~

~~1-bedroom      .63~~

~~2-bedrooms    .75~~

~~3-bedroom      .88~~

~~4+ bedrooms   1.00~~

~~This division will be calculated to the second decimal place and rounded according to mathematical convention.~~

C. All properties connecting to the water system that are not residential properties are to be assigned by the Director of Administration, an EDU multiple based upon the properties' estimated daily water consumption (in gallons) divided by 400 gallons (one EDU). ~~This division will be calculated to the second decimal place and rounded according to mathematical convention.~~ In no event shall a non-residential property be assigned an EDU of less than one (1).

(2) The capacity fee shall be ~~\$1,000.00~~ \$1600.00 per EDU ~~This fee shall increase by \$50.00 per EDU on January 1 of each calendar year~~ unless acted upon otherwise by Urbana City Council.

(3) The EDU multiple established for non-residential properties based on estimated water consumption shall be reviewed twelve (12) months after occupancy is obtained to determine if the estimated daily water consumption is accurate. The Director may extend this 12-month time period if accurate consumption data is not available. Any increase or decrease in the EDU multiple based on actual water consumption which results in a capacity fee charge adjustment of more than one thousand dollars (\$1,000) shall be communicated to the property owner in writing. Any additional capacity fee charge or any refund of a previously paid capacity fee charge shall be made within forty-five (45) days of the date of the amended EDU determination letter. An owner may contest the amended EDU assigned to the property by filing an appeal with the Director within forty-five (45) days of the date of the amended EDU determination letter. The appeal shall be in writing and shall state the grounds for the appeal. The Director shall cause an appropriate investigation to be made to determine whether an adjustment of the EDU multiple for the property is warranted. The appellant shall be notified in writing of the Director's determination with respect to the appeal and any resulting adjustment in the amount of the capacity fee charge. Any additional capacity fee charge or any refund of a previously paid capacity fee charge shall be made within forty-five (45) days or the date of the Director's written response to the appellant.

(4) The water utility system capacity fee charge for all properties connecting to the water system which are not residential properties and whose estimated daily water consumption is greater than 50,000 gallons per day shall be determined based on an evaluation made of the specific impact on the water utility system for said connection.

(c) New water connection permits issued for properties located outside of the City limits will be charged the above mentioned fee on condition that the owner of the property to be served shall, within sixty days of the time said property becomes contiguous to the City of Urbana, prepare and file or join in the preparation and filing of an annexation petition pursuant to Ohio R.C. 709.02 for such property to be annexed to the City of Urbana. The failure of any such non-resident water customer to comply with this condition shall be grounds for immediate termination of water service to the property. This provision may be waived by the ~~City~~ Director of Administrator, with the concurrence of City Council, upon a finding of the existence of a specific necessity.

(d) Subsection (b) hereof shall not apply to the holder of a zoning permit issued prior to the effective date of this section for which fees have been paid and actual connection to the water system occurs within 365 days after the issuance of such permit.

(e) Water system capacity fees shall be deposited into the City's Water Capacity Fee Fund that is hereby established by this ordinance.

(f) ~~The following flow guide shall be used to assist in determining the estimated daily water usage in gallons for non-residential properties:~~

## FLOW GUIDE

Facility	Estimated Flow in Gallons Per Day
Apartments	200 per one Bedroom
	250 per two Bedroom
	350 per three Bedroom
Assembly Halls	3 per seat; no Kitchen
	7 per seat; with Kitchen
Bowling Alley; No Food Service	75 per lane
Bowling; Food Service	100 per Lane
Car Washes	1,000 first Bay;
	500 per additional Bay
Churches (small)	4 per Sanctuary Seat; no Kitchen
Churches (large with kitchen)	6 per Sanctuary Seat; with Kitchen
Commercial Establishments	
Store (Retail and/or Service)	20 per Employee, plus
	400 per Public Restroom*
Grocery Store	20 per Employee plus
	400 per Public Restroom*
	plus 0.2 gal per sq. ft. Food Process Area (meat and vegetable prep)
	-
Barber Shop	80 per Basin
Beauty Shop/Styling Salon	160 per Basin
Country Club	50 per Member
Dance Halls	5 per Person
Factories/Industries/Warehouses;	-
	No process water
	Without Showers
With Showers	30 per Employee
Factories/Industries;	Consult Water Superintendent
With process waters	
FOOD SERVICE OPERATIONS	
	-
Ordinary Restaurant	30 per Seat
24 Hour Restaurant	60 per Seat
Banquet Rooms	7 per Seat
Coffee Shop	10 per Seat

Restaurant Along Freeway	100 per Seat
Bar	20 per Seat; no Food Service 35 per Seat; with Food Service
Drive-Ins (Curb Service)	40 per Car Space
Vending Machine, with Water	100 per Machine
Hospitals	300 per Bed
Institutions (Resident)	100 per Bed plus 15 per Employee
Laundry Mat	15 per Employee plus 400 per Machine
Marina; Restrooms & Shower Only	20 per Boat Slip
Motel/Hotel	85 per Unit
Nursing and Rest Homes	150 per Bed plus 75 per Resident Employee plus 35 per Non-resident Employee
<b>OFFICE BUILDINGS</b>	-
General/Professional Office	15 per Employee
Medical Office/Clinics	20 per Employee plus 50 per Examining Room
Veterinarian/Animal hospital	20 per Run and Cage plus 15 per Employee plus 100 per Doctor
Public Restroom Facilities*	400 per Restroom
Playground/Day Park	15 per Employee plus 12 per Parking Space
New Homes in Subdivision	400 per Resident
<b>SCHOOLS</b>	-
Elementary	15 per Employee plus 10 per Pupil
High and Junior High	15 per Employee plus 15 per Pupil
Boarding School	15 per Employee plus 85 per Pupil
Daycare	15 per Employee plus 10 per Pupil
Service Stations	1,000 for any one Bay plus 500 for each additional Bay
Shopping Center	0.2 per sq.ft. of Floor Space
<b>SWIMMING POOLS</b>	-
Average	4 per Swimmer
With Hot Shower	6 per Swimmer
Theater	Indoor, 5 per Seat

	Drive-in, 10 per Car Space
Trailer Parks (Mobile Homes)	275 per Trailer Space
Travel Trailer Dumping Station	Consult Water Superintendent
Travel Trailer Parks & Camps	125 per Trailer or Tent Space
Vacation Cottages	150 per Cottage
Youth and Recreation Camps	50 per Person
Others	Consult Water Superintendent (Closest similar type facility or a nationally Recognized Standard will be used.)

~~\*Public restroom is defined as having two (2) or more flush type fixtures excluding required lavatory fixture(s).~~

SECTION 2: INCONSISTENT ORDINANCES REPEALED

Any other ordinances or provisions thereof inconsistent with this ordinance are repealed.

SECTION 3: OPEN MEETING COMPLIANCE

Formal actions of this City Council concerning and relating to the passage of this ordinance were adopted in an open meeting in compliance with all legal requirements including O.R.C. §121.22 and Urbana Codified Ordinances §107.01.


\_\_\_\_\_  
President of City Council

Attest: \_\_\_\_\_

Date: \_\_\_\_\_

This Ordinance approved by me this \_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Mayor

Department requesting:	Public Works	Personnel:	Chad Hall	Director of Law Review
Expenditure? Y (N)	Emergency? Y (N)	Public Hearing? (Y) N	If yes, dates advertised:	 TOM FEINSTEIN
Readings required:	1 2 (3)	February 4, 2022		
First reading date:	Second reading date:	Third reading date:		
February 1, 2022	February 15, 2022	March 1, 2022		

Anticipated effective date if approved: March 16, 2022





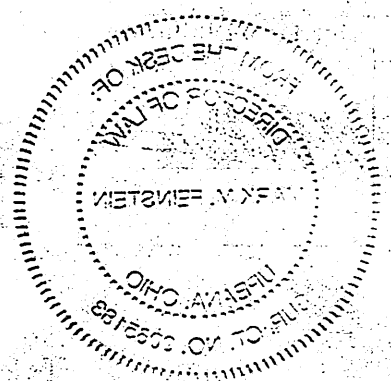
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## RESOLUTION NO. 2466-22

**A RESOLUTION AUTHORIZING THE ACCEPTANCE OF THE VICTIMS OF CRIME ACT (“VOCA”) GRANT AS ADMINISTERED BY THE OHIO ATTORNEY GENERAL, AND DECLARING AN EMERGENCY.**

WHEREAS, \$25,613.25 in federal funds have been awarded to the City of Urbana through the Ohio Attorney General pursuant to the federal Victims of Crime Act (“VOCA”) to support services to crime victims and witnesses in the jurisdiction of the Champaign County Municipal Court; and

WHEREAS, the City of Urbana has received and administered VOCA grants since 2000 through the Department of Law for victim advocate personnel wages, benefits and related equipment; and

WHEREAS, the grant requires a local match of 20 percent of funds or in-kind contributions; and

WHEREAS, the grant award was announced on October 19, 2021, and requires prompt acceptance by the City to preserve public safety and welfare due to the nature of victim services.

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

**SECTION ONE:** The Director of Law is hereby authorized to accept the amount awarded on behalf of the City of Urbana, and to re-apply for subsequent VOCA grants annually.

**SECTION TWO:** The Director of Law and Director of Finance are hereby authorized to take all necessary actions to comply with applicable legal requirements upon award of VOCA grant funds to provide services to victims of crime in the local community.

**SECTION THREE:** The City of Urbana agrees to appropriate the local match funds and in-kind contributions required to remain eligible for reimbursement under the terms of the VOCA grant.

**SECTION FOUR:** By reason of the emergency set forth in the Preamble, this Resolution shall take effect immediately upon passage by Council and approval by the Mayor.

\_\_\_\_\_  
Marty Hess, Council President


Passed: \_\_\_\_\_

Attest: \_\_\_\_\_  
Roger Steffan, Council Clerk

Date: \_\_\_\_\_

This resolution approved by me this \_\_\_\_\_ day of February, 2022.

\_\_\_\_\_  
Bill Bean, Mayor

Department requesting:			Personnel:	Director of Law review  
Expenditure? <b>Y</b> (N)	Emergency? (Y) <b>N</b>		Public Hearing? <b>Y</b> (N)	
Readings required: (1) <b>2</b> 3			If yes, dates advertised:	
First reading date: 02/15/2022	Second reading date:		Third/Final reading date:	

Anticipated effective date if approved: 02/16/2022

THE UNITED STATES OF AMERICA  
DEPARTMENT OF JUSTICE  
FEDERAL BUREAU OF INVESTIGATION

MEMORANDUM FOR THE DIRECTOR, FBI  
FROM: SAC, [illegible]  
SUBJECT: [illegible]

[illegible text]

[illegible text]

[illegible text]

[illegible text]

[illegible text]

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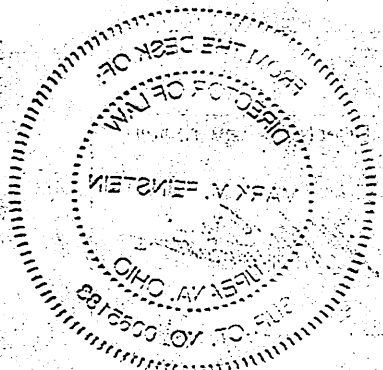
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RESOLUTION # 2628-22

**A CEREMONIAL RESOLUTION IN SUPPORT OF THE CHAMPAIGN COUNTY HISTORICAL SOCIETY’S EFFORTS TO RECONFIGURE AND EXPAND THE CHAMPAIGN COUNTY HISTORICAL MUSEUM AND TO OBTAIN ADDITIONAL GRANT FUNDING FROM THE STATE OF OHIO CAPITAL BUDGET THROUGH THE STATE’S CULTURAL FACILITIES GRANT PROGRAM (Ceremonial Resolution - one reading required).**

WHEREAS, during the previous State of Ohio Capital Budget cycle in 2020, the Champaign County Historical Society was awarded \$300,000.00 in grant funding through the state’s cultural facilities grant program toward a planned building project; and

WHEREAS, the Champaign County Historical Society has recently completed a feasibility study for a two-phased building project at the Champaign County Historical Museum which is located at 809 East Lawn Avenue in Urbana with the first phase being focused on the reconfiguration of existing building spaces and the construction of a building addition that will contain new gallery/exhibit space for agricultural and local industry exhibits; and

WHEREAS, local historical facilities that are operated by registered non-profit organizations and are owned by local government are eligible for cultural facilities grant funding through the State of Ohio; and

WHEREAS, in the spring of 2022, the Ohio legislature will be considering cultural facilities projects that have been submitted for consideration for state funding through the State of Ohio Capital Budget; and

WHEREAS, the Champaign County Historical Society is planning to request an additional \$600,000.00 in grant funding in the State of Ohio Capital Budget through the State of Ohio Cultural Facilities Grant Program.

**NOW, THEREFORE, BE IT RESOLVED BY THE URBANA CITY COUNCIL:**

**Section 1:** The Urbana City Council is supportive of the Champaign County Historical Society’s efforts to obtain additional grant funding through the State of Ohio Cultural Facilities Grant Program for their planned building project.

**Section 2:** This resolution may be adopted after one reading pursuant to Urbana City Charter Section 2.10 and shall take effect at the earliest time allowed by law.


Passed: \_\_\_\_\_

\_\_\_\_\_  
Council President

Attest: \_\_\_\_\_  
Council Clerk

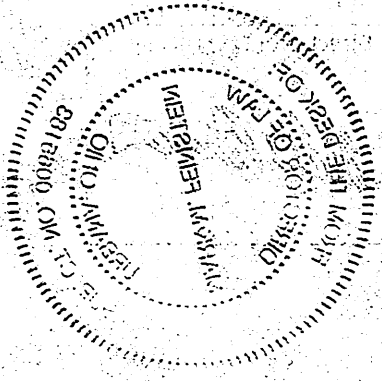
This Resolution approved by me this \_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_ Mayor

Department requesting: Community Development		Personnel: D. Crabill	Director of Law review 
Expenditure? <b>Y (N)</b>	Emergency? <b>Y (N)</b>	Public Hearing? <b>Y (N)</b>	
Readings required: <b>(1) 2 3</b>		If yes, dates advertised:	
First reading date: 2/15/22	Second reading date:	Third/Final reading date:	

Anticipated effective date if approved: 3/1/2022

10/20/2011 10:20:00 AM



MEMORANDUM FOR THE DIRECTOR, OFFICE OF INSPECTOR GENERAL  
FROM: [Illegible]  
SUBJECT: [Illegible]

## **ORDINANCE NO. 4397-22**

### **AN ORDINANCE ESTABLISHING THE SALARY AND BENEFITS FOR THE FIRE CHIEF OF THE CITY OF URBANA**

**WHEREAS**, the City of Urbana has recently completed the labor negotiations for the five (5) bargaining units and is revising the Central Staff Ordinance; and

**WHEREAS**, the Fire Chief's position generally follows the guidance of Central Staff Ordinance;

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF URBANA, OHIO:**

**SECTION 1:** Except as specifically addressed in this ordinance, the Fire Chief's pay and benefits will follow those designated in the City's Central Staff Ordinance.

#### **SECTION 2: DEFINITIONS**

**Exempt Employees** - City designated employees who are exempt from overtime and compensatory requirements of the Fair Labor Standards Act (FLSA) for the City of Urbana. The Fire Chief is included as an exempt employee of the City.

#### **SECTION 3: POSITION, CLASSIFICATION & PAY RANGE**

That effective **January 1, 2022 through December 31, 2024**, the Fire Chief shall be paid in accordance with the following annual pay range: **\$91,350.00 to \$108,150.00**. In addition, the Fire Chief is eligible for periodic merit increases within the pay range listed. The Director of Administration shall designate the salary of the Fire Chief (within the respective pay range).

#### **SECTION 4: OVERTIME & COMPENSATORY TIME**

As an exempt position, the Fire Chief is not eligible for overtime or the accrual of compensatory time.

#### **SECTION 5: SICK LEAVE**

Upon termination of employment, retirement, or for calculating pre-retirement cash-in, the Fire Chief may elect to be paid according to the following schedule:

Employees resigning in good standing with:

- Up to 10 Years of Service                      1/4 of 120 Days at 12 Hour/Days
- After 10 Years of Service                      1/3 of 150 Days at 12 Hour/Days
- After 20 Years of Service                      1/3 of Accrued Sick Leave
- Employee's Estate                                1/3 of Accrued Sick Leave

\*Employee Terminated w/Cause              1/4 of 120 days at 12 hour/days

SECTION 6: UNIFORM ALLOWANCE

The Fire Chief is entitled to a uniform allowance of \$900 annually for the purpose of maintaining and/or replacing uniforms and equipment. Payment shall be made with the first pay in January of each qualifying year.

SECTION 7: INCONSISTENT ORDINANCES REPEALED

Any other ordinances or provisions thereof inconsistent with this ordinance are repealed.

SECTION 8: OPEN MEETING COMPLIANCE

Formal actions of this City Council concerning and relating to the passage of this ordinance were adopted in an open meeting in compliance with all legal requirements including O.R.C. §121.22 and Urbana Codified Ordinances §107.01.

SECTION 9: EMERGENCY DECLARATION

Council declares an emergency pursuant to Urbana City Charter §2.11 and this Ordinance shall take effect immediately upon passage to preserve public health, safety and welfare


\_\_\_\_\_  
President of City Council

Attest: \_\_\_\_\_

Date: \_\_\_\_\_

This Ordinance approved by me this \_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Mayor

Department requesting:	Administration	Personnel: K. Brugger	Director of Law Review
Expenditure? (Y) N	Emergency? Y (N)	Public Hearing? Y (N) If yes, dates advertised:	
Readings required:	1 2 (3)		
First reading date: February 15, 2022	Second reading date: March 1, 2022	Third/Final reading date: March 15, 2022	

Anticipated effective date if approved: March 15, 2022



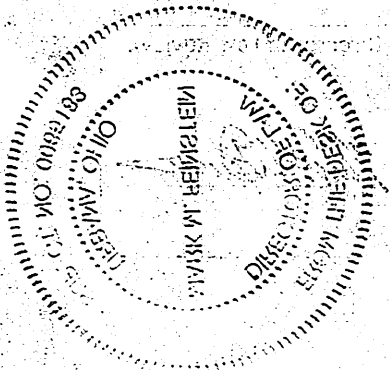
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**ORDINANCE NO. 4398-22**

**AN ORDINANCE ESTABLISHING THE SALARY AND BENEFITS FOR THE ASSISTANT FIRE CHIEF OF THE CITY OF URBANA**

**WHEREAS**, the City of Urbana has recently completed the labor negotiations for the five (5) bargaining units and is revising the Central Staff Ordinance; and

**WHEREAS**, the Assistant Fire Chief's position generally follows the guidance of Central Staff Ordinance;

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF URBANA, OHIO:**

SECTION 1: Except as specifically addressed in this ordinance, the Assistant Fire Chief's pay and benefits will follow those designated in the City's Central Staff Ordinance.

SECTION 2: DEFINITIONS

**Exempt Employees** - City designated employees who are exempt from overtime and compensatory requirements of the Fair Labor Standards Act (FLSA) for the City of Urbana. The Assistant Fire Chief is included as an exempt employee of the City.

SECTION 3: POSITION, CLASSIFICATION & PAY RANGE

That effective **January 1, 2022 through December 31, 2024**, the Assistant Fire Chief shall be paid in accordance with the following annual pay range: **\$87,000.00 to \$103,000.00**. In addition, the Assistant Fire Chief is eligible for periodic merit increases within the pay range listed. The Director of Administration shall designate the salary of the Assistant Fire Chief (within the respective pay range).

SECTION 4: OVERTIME & COMPENSATORY TIME

As an exempt position, the Assistant Fire Chief is not eligible for overtime or the accrual of compensatory time.

SECTION 5: SICK LEAVE

Upon termination of employment, retirement, or for calculating pre-retirement cash-in, the Assistant Fire Chief may elect to be paid according to the following schedule:

Employees resigning in good standing with:

- Up to 10 Years of Service                      1/4 of 120 Days at 12 Hour/Days
- After 10 Years of Service                      1/3 of 150 Days at 12 Hour/Days
- After 20 Years of Service                      1/3 of Accrued Sick Leave
- Employee's Estate                                1/3 of Accrued Sick Leave

\*Employee Terminated w/Cause              1/4 of 120 days at 12 hour/days

SECTION 6: UNIFORM ALLOWANCE

The Assistant Fire Chief is entitled to a uniform allowance of \$900 annually for the purpose of maintaining and/or replacing uniforms and equipment. Payment shall be made with the first pay in January of each qualifying year.

SECTION 7: ACTING PAY

Whenever the Assistant Fire Chief performs as Acting Chief in the Fire Division for two or more consecutive working days because of a temporary absence or vacancy, he/she will receive an additional 5% of his/her regular pay.

SECTION 8: INCONSISTENT ORDINANCES REPEALED

Any other ordinances or provisions thereof inconsistent with this ordinance are repealed.

SECTION 9: OPEN MEETING COMPLIANCE

Formal actions of this City Council concerning and relating to the passage of this ordinance were adopted in an open meeting in compliance with all legal requirements including O.R.C. §121.22 and Urbana Codified Ordinances §107.01.

SECTION 10: EMERGENCY DECLARATION

Council declares an emergency pursuant to Urbana City Charter §2.11 and this Ordinance shall take effect immediately upon passage to preserve public health, safety and welfare.

\_\_\_\_\_  
President of City Council

Attest: \_\_\_\_\_

Date: \_\_\_\_\_

This Ordinance approved by me this \_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Mayor

Department requesting: Administration	Personnel: K. Brugger	Director of Law Review.
Expenditure? (Y) N	Emergency? Y (N)	Public Hearing? Y (N) If yes, dates advertised:
Readings required: 1 2 (3)	First reading date: February 15, 2022	Second reading date: March 1, 2022
	Third/Final reading date: March 15, 2022	



Anticipated effective date if approved: March 15, 2022

THE SECRETARY OF THE TREASURY  
WASHINGTON, D. C. 20548

UNITED STATES DEPARTMENT OF THE TREASURY  
OFFICE OF THE ASSISTANT SECRETARY FOR  
TECHNOLOGY POLICY AND INNOVATION

MEMORANDUM FOR THE ASSISTANT SECRETARY FOR  
TECHNOLOGY POLICY AND INNOVATION

DATE: 10/15/2013  
SUBJECT: [Illegible]

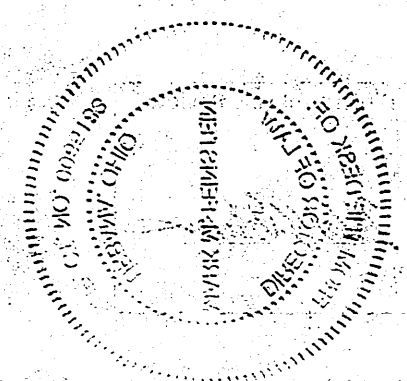
RE: [Illegible]

Very truly yours,  
[Illegible Signature]

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**ORDINANCE NO. 4399-22**

**AN ORDINANCE ESTABLISHING THE SALARY AND BENEFITS FOR THE CENTRAL STAFF EMPLOYEES OF THE CITY OF URBANA**

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF URBANA, OHIO:**

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**SECTION 1: DEFINITIONS**

**Central Staff**—for purposes of this Ordinance, Central Staff includes the following unclassified positions:

1. Administration, Finance, & Law Department Employees (excludes anyone covered under a collective bargaining unit, and those portions specifically stated within the respective ordinances of the Fire Chief, Assistant Fire Chief, Police Chief, Police Lieutenant, Director of Administration, Director of Finance, & Director of Law/Prosecutor).
2. Municipal Court Employees including Probation (as stated in Section 14).

**Part-Time/Temporary Employee:** an employee normally scheduled to work less than 28 hours per week and whose employment is not anticipated to exceed one year of continuous service. Part-Time/Temporary employees are excluded from all benefits defined by this ordinance.

**Regular Part-Time Employee:** an employee normally scheduled to work less than 28 hours per week and whose employment exceeds one year of continuous service.

**Regular Full-Time Employees:** an employee normally scheduled to work more than 35 hours per week and whose employment exceeds one year of continuous service.

**Exempt Employees:** City designated employees who are exempt from overtime and compensatory requirements of the Fair Labor Standards Act (FLSA)—for the City of Urbana, the exempt employees include all Department and Division Heads (does not preclude additional positions being classified as exempt in the future).

**SECTION 2: POSITION, CLASSIFICATION & PAY RANGE**

That effective **January 1, 2022, through December 31, 2024**, Central Staff employees shall receive an increase in their base wage at a rate of 3.75% in each of the respective years, and will be paid in accordance with the base salary range schedule. Central Staff employees are eligible for periodic merit increases within the pay range listed.

For Pay Grades 1 – 9, the Director of Administration shall assign employees to their respective position and classification (Pay Grade #) and shall designate the salary of the employee (within the respective pay range), except that such assignment and step shall be with the concurrence of the Director of Finance or Director of Law for employees under the authority of such Directors. In the event the Director of, Administration and the Director to whom the employee is assigned cannot reach an agreement upon the position, classification, or salary, the Mayor shall make the final determination.

<b>Central Staff Classification and Pay Range</b>		
<b><u>Pay Grade</u></b>	<b><u>Begin</u></b>	<b><u>Top</u></b>
Part-Time/Seasonal	\$12.50/hr.	\$22.50/hr.
1	\$ 31,200	\$ 41,600
2	\$ 34,320	\$ 44,616
3	\$ 37,752	\$ 49,078
4	\$ 41,527	\$ 53,985
5	\$ 45,680	\$ 59,384
6	\$ 52,532	\$ 68,291
7	\$ 60,412	\$ 78,535
8	\$ 69,473	\$ 90,315
9	\$ 79,894	\$ 103,863

**SECTION 3: LONGEVITY**

Regular Full-time Employees with five (5) or more years of service, shall receive longevity pay of \$50 per year of service.

Longevity pay is based upon the employee’s highest number of completed years during that calendar year. Payments will be made on the last pay of November of each year unless the employee shall retire or terminate during the course of the year, in which event a pro-rated payment shall be made within thirty (30) days of retirement or termination.

**SECTION 4: APPLICATION OF BENEFITS**

All employees are eligible for workers compensation and pension benefits.

**SECTION 5: OVERTIME & COMPENSATORY TIME**

Non-exempt employees shall earn compensatory time on the basis of one and a half (1.5) times the period of time worked in excess of forty (40) hours per week or eight (8) hours per day. Nothing in this section shall preclude special scheduling, by mutual agreement of the employee and the City, in which the daily schedule exceeds eight (8) hours, but the weekly schedule remains at forty (40) hours or less per week. Where such schedules are established, compensatory time shall commence with time worked in excess of the 40-hour work week.

That employees who are normally scheduled to work less than forty (40) hours per week or eight (8) hours per day, shall accumulate compensatory time at a rate of one (1) hour for each hour worked up to forty (40) hours per week or eight (8) hours per day.

Compensatory time balance shall not exceed 160 hours.

Accrued, but unused compensatory time may be paid out with written notice to and approval by the Supervisor requesting same prior to the end of the pay period. This request to cash out comp time can be up to the total amount of accrued, but unused comp time on record at the time of the request.

Upon termination of employment, compensatory time will be cashed-in under the same procedure as accrued vacation time.

Work Day & Work Week - For the purposes of overtime compensation, a work day is defined as the twenty-four-hour period between 12:00AM to 11:59PM. A work week is defined as the seven-day period from Sunday through Saturday.

For purposes of this section, accrued time off shall be assumed to be time worked for the number of hours of the employee's work week.

Each Department Director may designate employees of his/her department which are in Pay grades 1 – 4, who may be paid overtime compensation, in lieu of compensatory time, in the manner described below:

- A. Compensation - Any time worked in excess of eight (8) hours per day and any time worked in excess of forty (40) hours per week shall be considered overtime. Employees shall be compensated for overtime worked by payment at the rate of one and one-half times the employee's hourly rate of pay for each hour of overtime worked.
- B. Overtime Compensation - Overtime shall be computed to the nearest fifteen minutes. Minor periods of time normally occurring at the beginning or end of the shift shall not be considered overtime for the purpose of overtime pay.
- C. Federal Fair Labor Standards Act (FSLA) - If any wording in this overtime section is determined to be in violation of the FSLA, the FSLA will prevail.

**SECTION 6: MEDICAL, HOSPITAL, LIFE, AND LIABILITY INSURANCE BENEFITS**

The City shall furnish medical, hospitalization and major medical insurance for each eligible employee in accordance with the terms of the City's group health care plan. Commencing with the effective date of this Ordinance, the City shall pay ninety percent (90%) of the monthly premiums, and each employee who opts to participate in the City-furnished coverage shall pay the remaining ten percent (10%) of the monthly premiums by payroll deduction, for medical, hospitalization and major medical insurance for each employee and the eligible dependents of each employee.

The City shall make dental and vision insurance coverage available to each eligible employee. Commencing with the effective date of this Ordinance, the City shall pay ninety percent (90%) of the premiums, and each employee who opts to participate in the coverage shall pay the remaining ten percent (10%) of the premiums for single or family vision and dental insurance. Employee contributions shall be paid by payroll deduction.

The City shall additionally furnish and pay the premium for group life insurance. Said insurance shall be in the amount of \$35,000 term and the amount of \$35,000 accidental death and dismemberment coverage in accordance with the terms of the City's group life plan. If consistent with the City's group life insurance policy then in effect, each employee shall also be permitted to purchase, through payroll deduction, additional life insurance coverage through the City's group life insurance carrier at cost for the additional coverage.

Option to Decline Insurance Coverage. Employees who are able to obtain insurance through a spouse or other source may choose to decline coverage under the City's group health insurance plan and its dental and vision insurance plans. Each eligible employee who elects to decline all city-supplied, single and family insurance coverage will receive \$5,000 per year from the City. The City will issue payment for one-half of the opt-out incentive on the second pay date in March, and one-half of the opt-out incentive on the second pay date in September.

As an alternative, an otherwise-eligible employee may elect to decline participation in the City's group health insurance plan, but continue to participate in the City's dental and/or vision plans. In the event that an otherwise-eligible employee opts to decline participation in the City's group health insurance coverage, but chooses to maintain participation in both the dental and vision plans, the employee will receive \$2,000 per year from the City. The City will issue payment for one-half of the opt-out incentive on the second pay date in March, and one-half of the opt-out incentive on the second pay date in September.

In the event that an otherwise-eligible employee opts to decline participation in the City's group health insurance coverage but chooses to maintain participation in either the dental or vision plan, but not both, the employee will receive \$2,250 per year from the City. The City will issue payment for one-half of the opt-out incentive on the second pay date in March, and one-half of the opt-out incentive on the second pay date in September. All of the cash in-lieu-of insurance coverage options require that the employee decline both single and family coverage for the insurance in question.

In order to be eligible to exercise any of the cash in-lieu-of insurance options enumerated above, an employee must provide the City with a completed, signed request and waiver form identifying the type or types of city-supplied insurance that the employee has elected to decline (limited to the options enumerated above). The employee must include a written statement indicating that the employee has an alternative source of health insurance coverage. The City will provide employees with a request and waiver form for these purposes. An eligible employee wishing to exercise the option to receive cash in-lieu-of insurance coverage must submit the completed form during the annual enrollment period. Employees who fail to meet these requirements must wait until the next enrollment period to exercise a cash in-lieu-of insurance coverage option.

An employee, who separates from city employment, voluntarily or involuntarily, must repay to the City on a pro rata basis cash received in-lieu-of insurance coverage corresponding to the period of time following the employee's separation date. The City will automatically withhold this sum from



the employee's final paycheck. An employee's obligation to repay this sum is not extinguished in the event that his or her final paycheck is not large enough to completely repay the amount owed to the City. This Section in no way affects employees' eligibility for city-supplied life insurance coverage.

An Insurance Committee was formed to address the insurance coverage provided by the City of Urbana to its bargaining unit and non-bargaining unit employees. This Insurance Committee shall continue to operate throughout the term of this Ordinance. The Committee shall consist of representatives from the following bargaining units: Firefighters (1), Fire Captains (1), Police Officers (1), Police Sergeants (1), and Teamsters (2). Additionally, the Committee shall include 2 non-bargaining unit representatives (Court Staff & Central Staff), the City's Director of Administration or designee, and may include an attorney designated by the City. The bargaining units and other employee groups may choose to have an employee, and/or a non-employee (e.g., an attorney, union official or other advisor) to serve as their representative on the Committee or to be present as an advisor or observer.

The Committee shall meet on a quarterly basis, the schedule for which will be determined at the initial committee meeting and thereafter as required. The Insurance Committee's actions and recommendation shall have no force and effect unless a quorum of committee members (a majority of committee members) is present and participates in the committee's determinations regarding recommendations. The Committee shall be responsible for exploring ways in which the City of Urbana can improve the City's insurance offerings and to control insurance costs. The Committee will make recommendations to the City Administrator and City Council regarding the selection of insurance coverage and contracts. The City will review the Committee's recommendation(s) prior to entering into new contracts for insurance coverage, and will endeavor to adhere to the Committee's recommendation(s) unless there is a documented business reason for opting to deviate from the Committee's recommendation(s). In the latter case, the City will provide the Committee with a written explanation of the City's reason for declining to follow the Committee's recommendation.

**SECTION 7: VACATION LEAVE**

After completing six (6) months of service, employees will have accrued one week of vacation for use. After the completion of 6 months of service, the employee will accrue vacation leave bi-weekly according to the following schedule, on a pro-rated basis for each hour worked:

- |  |                           |
|--|---------------------------|
| 1. After One (1) Year of Service       | 2 Weeks of Vacation Leave |
| 2. After Five (5) Years of Service     | 3 Weeks of Vacation Leave |
| 3. After Ten (10) Years of Service     | 4 Weeks of Vacation Leave |
| 4. After Fifteen (15) Years of Service | 5 Weeks of Vacation Leave |

A week is determined by your normal work week; e.g., 40 hours, 37.5 hours, or 35 hours.

Vacations shall be scheduled with due regard for seniority, employee preference and the needs of the City.

Extension of annual leave by deferment and combination of not more than three years' entitlement shall be allowed upon approval of the Director of Administration.

An employee, who is nearing their vacation cap, may request payment (Provide form) for up to two weeks of unused vacation; if said employee is unable to use his/her vacation due to the

operational needs of the Division as determined by the Department Head. Such payment shall be made to the employee's Deferred Compensation Account or Health Savings Account.

That upon termination, unused accrued vacation leave may be exchanged for cash payment at the rate of one-hour cash payment for each hour of accrued vacation leave at the employee's current rate of pay at termination.

That upon the death, regardless of cause, of an eligible employee, the employee's estate shall receive, in cash, payment for all of the employee's accrued vacation leave, based on the same rate of exchange that the employee would be entitled to on termination. The cash payment shall be in addition to any and all other compensation paid to the employee's estate as a result of the employee's death.

### **SECTION 8: SICK LEAVE**

Sick leave shall be accumulated without limit by employees at the rate of .0575 per hour for each hour of service with the City.

Sick leave shall be granted to an employee, upon approval by the Employer, for the following reasons:

- A. Illness, injury, or pregnancy-related condition of the employee.
- B. Exposure of an employee to a contagious disease which could be communicated to and jeopardize the health of other employees.
- C. Examination of the employee, including medical, psychological, dental, or optical examination, by an appropriate practitioner.
- D. Death of a member of the employee's immediate family (Bereavement). Such usage shall be limited to a reasonably necessary time, not to exceed five work (5) days; One (1) of the days must be the date of the funeral.
- E. Illness, injury, or pregnancy-related condition of a member of the employee's immediate family where the employee's presence is reasonably necessary for the health and welfare of the employee or affected family member.
- F. Examination including medical, psychological, dental, or optical examination of a member of the employee's immediate family by an appropriate practitioner where the employee's presence is reasonably necessary.

Immediate family shall include the grandparents, parents, brother, sister, spouse, child, stepchild, stepparent, step-grandparent, grandchild, mother-in-law, father-in-law, daughter-in-law, sister-in-law, brother-in-law, son-in-law, and legal guardian or other person who stands in the place of a parent (in loco parentis). Other immediate family members may be included as determined by the Director of Administration or his designee.

Each employee using sick leave must furnish a satisfactory written signed statement to justify the use of sick leave. If medical attention is required, a signed statement stating the nature of the illness or injury, from a licensed physician, is required. Employees shall be required to justify the use of

sick leave in excess of three work days with a statement from a licensed physician. Employees who apply for sick leave for reasons not authorized by this Ordinance, exhibit patterns of sick leave use indicative of sick leave abuse, or otherwise misuse sick leave will be subject to progressive discipline. If the supervisor has reason to believe that an employee is abusing sick leave, he shall require the employee to submit to a medical examination and/or supply a physician's statement for each period of sick leave. In the event that the supervisor requires an employee to submit to an examination, the examination will be performed by a physician appointed by the Employer at the expense of the Employer.

Upon termination of employment or retirement, an employee may elect to be paid according to the following schedule:

Employees resigning in good standing with:

Up to 10 Years of Service	1/4 of 120 days
After 10 Years of Service	1/3 of 150 days
After 20 Years of Service	1/3 of 180 days
Employee's Estate	(Follow scale above)

Otherwise accrued and unused sick leave shall be deemed cancelled upon an employee's termination; provided, nevertheless that the accrued and unused sick leave for which no pay is received hereunder, shall be restored to that employee who is re-employed within ten (10) years of termination.

An employee who is terminated shall not be entitled to any payment for accumulated sick leave.

An employee with at least twenty-five (25) years of service with the City, and who has provided written notification to the city of their retirement within the succeeding twelve (12) months, may convert accumulated sick leave to cash payment.

Such regulation shall be limited as follows:

1. No employee may exchange sick leave for cash more than one (1) time in a calendar year.
2. No employee may exchange sick leave for cash at a rate higher than herein provided.
3. No employee may make such exchange unless he/she will be eligible for retirement pay of at least 50% of his/her current salary, within 24 months.
4. Sick leave so exchanged is cancelled.

**SECTION 9: HOLIDAYS**

Paid holidays will be observed as follows:

	<b>2022</b>	<b>2023</b>	<b>2024</b>
New Year’s Day	Mon. 01/03	Mon. 01/02	Mon. 01/01
Martin Luther King	Mon. 01/17	Mon. 01/16	Mon. 01/15
Memorial Day	Mon. 05/30	Mon. 05/29	Mon. 05/27
Juneteenth	Mon. 06/20	Mon. 06/19	Wed. 06/19
Independence Day	Mon. 07/04	Tue. 07/04	Thu. 07/04
Labor Day	Mon. 09/05	Mon. 09/04	Mon. 09/02
Veterans Day (day after Thanksgiving)	Fri. 11/25	Fri. 11/24	Fri. 11/29
Thanksgiving	Thu. 11/24	Thu. 11/23	Thu. 11/28
Christmas Eve	Fri. 12/23	Fri. 12/22	Tue. 12/24
Christmas Day	Mon. 12/26	Mon. 12/25	Wed. 12/25
New Year’s Eve	Fri. 12/30	Fri. 12/29	Tue. 12/31
Employee’s Birthday (Floating; employee’s birthday must occur while employee is on active roster in their first year of employment.)			

The Director of Administration may designate alternate dates for any of the above holidays.

If any paid holiday falls on a Sunday, the succeeding Monday is the holiday. If any paid holiday falls on a Saturday, the preceding Friday is the holiday.

An employee shall not receive holiday pay if:

1. He/she is not on active pay status on the holiday (or designated holiday).
2. He/she has an unauthorized absence on his regularly scheduled working day immediately preceding or following a holiday (or designated holiday).
3. Having been scheduled and required to work on a holiday, he/she fails to report for work without a justifiable reason.

Non-exempt full-time permanent employees, who are required to work a holiday, will receive compensation at a rate of one and a half (1.5) times for such time worked; in addition to the paid holiday benefit (compensatory time or overtime pay, whichever one is applicable).

**SECTION 10: PERSONAL DAYS**

Any full-time permanent employee who does not use sick leave during a consecutive ninety (90) day period shall receive one (1) personal day. Funeral Leave and Sick Leave due to an on-the-job injury shall not be used when calculating personal days. Upon termination of employment, personal days will be cashed-in under the same procedure as accrued vacation time. An employee’s personal leave balance may not exceed twelve (12) days.

Additionally, employees who do not use sick leave in a twelve (12) month calendar period with the calendar year being January 1<sup>st</sup> through December 31<sup>st</sup> of each year of contract shall receive an additional personal day which may also be used in the same manner as vacation.

**SECTION 11: JURY DUTY**

Whenever an employee is required to serve on a jury of any municipal, county, state, or federal court, the employee shall be compensated at his/her regular rate of pay for the time lost during his/her regular work schedule, less any payment from the court. The Director of Administration may establish regulations implementing jury duty payment.

**SECTION 12: MILITARY LEAVE**

Military leave shall be granted and applied pursuant to applicable state and federal laws.

**SECTION 13: PERSONAL PROPERTY REPLACEMENT**

The Employer shall replace or repair all personal property of the employee, commonly worn or used while working, which is damaged or lost while the employee is on duty; unless such damage or loss is due to the negligence of the employee, in which case the employee shall bear the cost.

The maximum benefit is \$250 per incident unless approved otherwise by the Director of Administration for special circumstances.

**SECTION 14: MUNICIPAL COURT**

The Municipal Court Judge may establish the work schedule for the Municipal Court employees, including holidays. The Municipal Court Judge may establish the salary for the Municipal Court employees per Chapter 1901 of the Ohio Revised Code. Full-time Municipal Court employees are eligible for City benefits offered to the Central Staff employees.

**SECTION 15: EDUCATIONAL INCENTIVE PAY**

An employee is eligible to receive one of the below incentives for educational achievement in a field directly related to his/her duties.

**OEPA Licenses: (Incorporated in bi-weekly salary)**

Compensation for the OEPA Licenses shall be as follows:

All Water and Sewer personnel must have an appropriate OEPA license within thirty-six (36) months of their date of hire. Any employee who holds a valid OEPA license shall maintain such license as a condition of employment.

Certification for OEPA Class 1 License	\$1.25 Per Hour
Certification for OEPA Class 2 License	\$2.50 Per Hour
Certification for OEPA Class 3 License	\$3.50 Per Hour

Employees shall be forwarded to a higher Class, on the next full payroll, when they present a valid certification to the Department Head.

**College Degree:**

Employees shall be eligible for the following college educational incentive pay:

Associates degree	\$600.00 Annually
Bachelor's degree	\$900.00 Annually
Master's degree or above	\$1,200.00 Annually

Determination as to the relevance of the educational training and the accreditation of the institution shall be at the discretion of the Director of Administration.

Payment shall be made on the first pay of December of each year unless the employee shall retire or terminate during the course of the year, in which event a pro-rated payment shall be made within thirty (30) days of retirement or termination.

**SECTION 16: PROBATIONARY PERIOD**

All new employees will be on probation for one hundred eighty (180) calendar days. The respective Director may extend the probationary period for up to another ninety (90) calendar days when necessary for, or as a result of, remedial training, counseling, or disciplinary action. A probationer may be dismissed without cause at any time within the probationary period.

Whenever a probationary employee is granted a leave of absence, sick leave or is laid off, suspended for disciplinary purposes or is otherwise absent from work, the length of the probationary period shall be extended the length of such absence. On return to duty following such absence, such employee shall be required to serve the unexpired portion of the probationary period.

**SECTION 17: INCONSISTENT ORDINANCES REPEALED**

Any previously adopted legislation, or part thereof, not consistent with this ordinance, is hereby repealed.

**SECTION 18: OPEN MEETING COMPLIANCE**

Formal actions of this City Council concerning and relating to the passage of this ordinance were adopted in an open meeting in compliance with all legal requirements including O.R.C. §121.22 and Urbana Codified Ordinances §107.01.

**SECTION 19: EMERGENCY DECLARATION**

Council declares an emergency pursuant to Urbana City Charter §2.11 and this Ordinance shall take effect immediately upon passage to preserve public health, safety and welfare.


\_\_\_\_\_  
President of City Council

Attest: \_\_\_\_\_

Date: \_\_\_\_\_

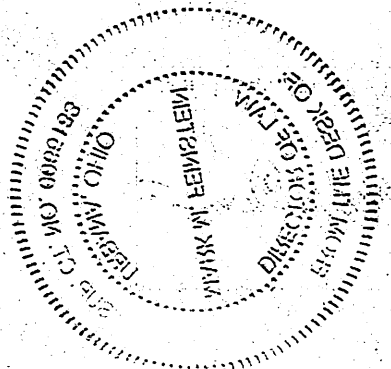
This Ordinance approved by me this \_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Mayor

Department requesting: Administration	Personnel: K. Brugger	Director of Law Review
Expenditure? (Y) N	Emergency? Y (N)	Public Hearing? Y (N) If yes, dates advertised:
Readings required: 1 2 (3)		
First reading date: February 15, 2022	Second reading date: March 1, 2022	Third/Final reading date: March 15, 2022

Anticipated effective date if approved: March 15, 2022







**MEMORANDUM**

**To:** Mayor Bill Bean  
 Chris Boettcher, Director of Finance  
 Mark Feinstein, Director of Law  
 Cat Jones, HR Manager  
 Urbana City Council Members

**From:** Kerry Brugger

**Date:** February 10, 2022

**Subject:** Summary of the Central Staff Ordinance, 4399-22

The City of Urbana’s Central Staff Ordinance (4399-19) was last modified in 2019.

Ordinance 4399-22 has been reviewed and modified, and is being presented to City Council for authorization to implement. Following is a brief description of the pertinent changes in each section (Items in bold are the Sections in which substantive changes were made):

<b>Section Number</b>	<b>Title of Section</b>	<b>Pertinent Changes</b>
<b>Table of Contents</b>		<b>NEW</b>
<b>1</b>	<b>Definitions</b>	<b>Clarified the Central Staff exclusions related to #2, i.e. Court &amp; Probation.</b>
<b>2</b>	<b>Position, Classification &amp; Pay Range</b>	> <b>Revised effective dates and identified a 3.75%, 3.75%, 3.75% base wage increase in each respective year.</b>  > <b>Added table (former Appendix A) within Section 2</b>
<b>3</b>	<b>Longevity</b>	> <b>Consolidated eligibility schedule, shifting from five (5) tiers to one (1).</b>  > <b>Added “pro-rated” language to allow for employees leaving during the year.</b>
<b>4</b>	<b>Application of Benefits</b>	Left as current language
<b>5</b>	<b>Overtime &amp; Compensatory Time</b>	<b>Changed comp-time max from 120 to 160 hrs. to match Teamster and FOP</b>
<b>7</b>	<b>Vacation Leave</b>	<b>Modified the accrual schedule to allow employees to reach accrual thresholds sooner in tiers 2, 3, and 4.</b>

8	Sick Leave	Left as current language
9	Holidays	<b>Added Juneteenth to the list of paid holidays &amp; added a more detailed table.</b>
10	Personal Days	Left as current language.
11	Jury Duty	Left as current language.
12	Military Duty	Left as current language.
13	Personal Property Replacement	Left as current language.
14	Municipal Court	Left as current language.
15	<b>Educational Incentive Pay</b>	<b>&gt; Adjusted Educational Incentive to align with Teamsters Labor Agreement.</b> <b>&gt; Increased OEPA License compensation by \$0.50/hr. for Class 1 (\$1.25/hr.), Class 2, (\$2.50) and Class 3 (\$3.50/hr.)</b>
16	Probationary Period	Left as current language.
17	Inconsistent Ordinances Repealed	Left as current language.
18	Open Meeting Compliance	Left as current language.
19	Emergency Declaration	Left as current language.
<b>Appendix A</b>	<b>Central Staff Classification &amp; Pay Range</b>	<b>Eliminated Appendix and included table within Section 2</b>

## ORDINANCE NO. 4400-22

### AN ORDINANCE ESTABLISHING THE SALARY AND BENEFITS FOR THE POLICE CHIEF OF THE CITY OF URBANA

**WHEREAS**, the City of Urbana has recently completed the labor negotiations for the five (5) bargaining units and is revising the Central Staff Ordinance; and

**WHEREAS**, the Police Chief's position generally follows the guidance of Central Staff Ordinance;

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF URBANA, OHIO:**

SECTION 1: Except as specifically addressed in this ordinance, the Police Chief's pay and benefits will follow those designated in the City's Central Staff Ordinance.

#### SECTION 2: DEFINITIONS

**Exempt Employees** - City designated employees who are exempt from overtime and compensatory requirements of the Fair Labor Standards Act (FLSA) for the City of Urbana. The Police Chief is included as an exempt employee of the City.

#### SECTION 3: POSITION, CLASSIFICATION & PAY RANGE

That effective **January 1, 2022 through December 31, 2024**, the Police Chief shall be paid in accordance with the following annual pay range: **\$91,350.00 to \$108,150.00**. In addition, the Police Chief is eligible for periodic merit increases within the pay range listed. The Director of Administration shall designate the salary of the Police Chief (within the respective pay range).

#### SECTION 4: OVERTIME & COMPENSATORY TIME

As an exempt position, the Police Chief is not eligible for overtime or the accrual of compensatory time.

#### SECTION 5: SICK LEAVE

Upon termination of employment, retirement, or for calculating pre-retirement cash-in, the Police Chief may elect to be paid according to the following schedule:

Employees resigning in good standing with:

- Up to 10 Years of Service                      1/4 of 120 Days at 8 Hour/Days
- After 10 Years of Service                      1/3 of 150 Days at 8 Hour/Days
- After 20 Years of Service                      1/3 of Accrued Sick Leave
- Employee's Estate                                1/3 of Accrued Sick Leave

\*Employee Terminated w/Cause              1/4 of 120 days at 8 hour/days

SECTION 6: UNIFORM ALLOWANCE

The Police Chief is entitled to a uniform allowance of \$1,000 annually for the purpose of maintaining and/or replacing uniforms and equipment. Payment shall be made with the first pay in January of each qualifying year.

SECTION 7: INCONSISTENT ORDINANCES REPEALED

Any other ordinances or provisions thereof inconsistent with this ordinance are repealed.

SECTION 8: OPEN MEETING COMPLIANCE

Formal actions of this City Council concerning and relating to the passage of this ordinance were adopted in an open meeting in compliance with all legal requirements including O.R.C. §121.22 and Urbana Codified Ordinances §107.01.

SECTION 9: EMERGENCY DECLARATION

Council declares an emergency pursuant to Urbana City Charter §2.11 and this Ordinance shall take effect immediately upon passage to preserve public health, safety and welfare.


\_\_\_\_\_  
President of City Council

Attest: \_\_\_\_\_

Date: \_\_\_\_\_

This Ordinance approved by me this \_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Mayor

Department requesting: Administration	Personnel: K. Brugger	Director of Law Review
Expenditure? (Y) N	Emergency? Y (N)	Public Hearing? Y (N)
Readings required: 1 2 (3)	If yes, dates advertised:	
First reading date: February 15, 2022	Second reading date: March 1, 2022	

Anticipated effective date if approved: March 15, 2022

SECRET

to ensure that the information is not disseminated to unauthorized personnel and that the information is not used for purposes other than those intended.

It is the policy of the Department of Defense to ensure that all information is properly classified and that the classification is based on the sensitivity of the information.

The information contained in this document is classified "Secret" because its unauthorized disclosure could result in the identification of sources, methods, or capabilities of the Department of Defense, which would be of significant value to an adversary.

This document is intended for the use of personnel who are authorized to receive and handle information of this nature. It is not to be distributed outside the Department of Defense.

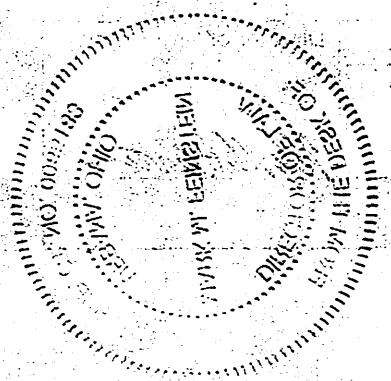
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## **ORDINANCE NO. 4401-22**

### **AN ORDINANCE ESTABLISHING THE SALARY AND BENEFITS FOR THE POLICE LIEUTENANT OF THE CITY OF URBANA**

**WHEREAS**, the City of Urbana has recently completed the labor negotiations for the five (5) bargaining units and is revising the Central Staff Ordinance; and

**WHEREAS**, the Police Lieutenant's position generally follows the guidance of Central Staff Ordinance;

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF URBANA, OHIO:**

**SECTION 1:** Except as specifically addressed in this ordinance, the Police Lieutenant's pay and benefits will follow those designated in the City's Central Staff Ordinance.

#### **SECTION 2: DEFINITIONS**

**Exempt Employees** - City designated employees who are exempt from overtime and compensatory requirements of the Fair Labor Standards Act (FLSA) for the City of Urbana. The Police Lieutenant is included as an exempt employee of the City.

#### **SECTION 3: POSITION, CLASSIFICATION & PAY RANGE**

That effective **January 1, 2022 through December 31, 2024**, the Police Lieutenant shall be paid in accordance with the following annual pay range: **\$87,000.00 to \$103,000.00**. In addition, the Police Lieutenant is eligible for periodic merit increases within the pay range. The Director of Administration shall designate the salary of the Police Lieutenant (within the respective pay range).

#### **SECTION 4: OVERTIME & COMPENSATORY TIME**

As an exempt position, the Police Lieutenant is not eligible for overtime or the accrual of compensatory time.

#### **SECTION 5: SICK LEAVE**

Upon termination of employment, retirement, or for calculating pre-retirement cash-in, the Lieutenant may elect to be paid according to the following schedule:

Employees resigning in good standing with:

- Up to 10 Years of Service                      1/4 of 120 Days at 8 Hour/Days
- After 10 Years of Service                      1/3 of 150 Days at 8 Hour/Days
- After 20 Years of Service                      1/3 of Accrued Sick Leave
- Employee's Estate                                1/3 of Accrued Sick Leave

\*Employee Terminated w/Cause              1/4 of 120 days at 8 hour/days

#### **SECTION 6: UNIFORM ALLOWANCE**

The Police Lieutenant is entitled to a uniform allowance of \$1,000 annually for the purpose of maintaining and/or replacing uniforms and equipment. Payment shall be

made with the first pay in January of each qualifying year.

SECTION 7: ACTING PAY

Whenever the Lieutenant performs as Acting Chief in the Police Division for two or more consecutive working days because of a temporary absence or vacancy, he/she will receive an additional 5% of his/her regular pay.

SECTION 8: INCONSISTENT ORDINANCES REPEALED

Any other ordinances or provisions thereof inconsistent with this ordinance are repealed.

SECTION 9: OPEN MEETING COMPLIANCE

Formal actions of this City Council concerning and relating to the passage of this ordinance were adopted in an open meeting in compliance with all legal requirements including O.R.C. §121.22 and Urbana Codified Ordinances §107.01.

SECTION 10: EMERGENCY DECLARATION

Council declares an emergency pursuant to Urbana City Charter §2.11 and this Ordinance shall take effect immediately upon passage to preserve public health, safety and welfare.


\_\_\_\_\_  
President of City Council

Attest: \_\_\_\_\_

Date: \_\_\_\_\_

This Ordinance approved by me this \_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Mayor

Department requesting: Administration	Personnel: K. Brugger	Director of Law Review
Expenditure? (Y) N	Emergency? Y (N)	Public Hearing? Y (N)
Readings required: 1 2 (3)	If yes, dates advertised:	
First reading date: February 15, 2022	Second reading date: March 1, 2022	

Anticipated effective date if approved: March 15, 2022

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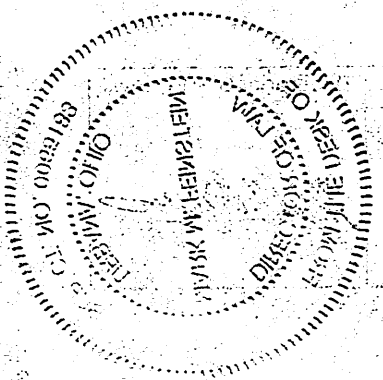
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**ORDINANCE NO. 4405-22**

**AN ORDINANCE FIXING SALARY AND OTHER BENEFITS FOR THE DIRECTOR OF ADMINISTRATION.**

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF URBANA, OHIO:**

**SECTION ONE:** That effective **January 1, 2022 through December 31, 2024** there is hereby established the following annual pay range for the Director of Administration: \$94,000 to \$122,500.

**SECTION TWO:** That the Mayor shall assign the Director of Administration the annual pay range listed above.

**SECTION THREE:** That the Mayor may enter into contractual agreement with the Director of Administration, but not with tenure in excess of the compensation levels provided for herein.

**SECTION FOUR:** That the Director of Administration shall be entitled to all benefits and rights accorded other salaried employees of the City (other than Police, Fire, and Municipal Court employees) by ordinance effective **January 1, 2022**.

**SECTION FIVE:** That any other ordinances or provisions thereof inconsistent with their ordinance are repealed.

**SECTION SIX:** Formal actions of this City Council concerning and relating to the passage of this ordinance were adopted in an open meeting in compliance with all legal requirements including O.R.C. §121.22 and Urbana Codified Ordinances §107.01.

**SECTION SEVEN:** Council declares an emergency pursuant to Urbana City Charter §2.11 and this Ordinance shall take effect immediately upon passage to preserve public health, safety and welfare.



\_\_\_\_\_  
President of City Council

Attest: \_\_\_\_\_

Date: \_\_\_\_\_

This Ordinance is approved by me this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Mayor

Department requesting: Administration		Personnel: Mayor Bean	Director of Law Review  
Expenditure? (Y) N	Emergency? Y (N)	Public Hearing? Y (N) If yes, dates advertised:	
Readings required: 1 2 (3)		Third/Final reading date: March 15, 2022	
First reading date: February 15, 2022	Second reading date: March 1, 2022		

Anticipated effective date if approved: March 15, 2022



**ORDINANCE NO. 4406-22**

**AN ORDINANCE FIXING SALARY AND OTHER BENEFITS FOR THE DIRECTOR OF FINANCE.**

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF URBANA, OHIO:**

**SECTION ONE:** That effective **January 1, 2022 through December 31, 2024** there is hereby established the following annual pay range for the Director of Finance: \$83,000 to \$109,500.

**SECTION TWO:** That the Mayor shall assign the Director of Finance the annual pay range listed above.

**SECTION THREE:** That the Mayor may enter into contractual agreement with the Director of Finance, but not with tenure in excess of the compensation levels provided for herein.

**SECTION FOUR:** That the Director of Finance shall be entitled to all benefits and rights accorded other salaried employees of the City (other than Police, Fire, and Municipal Court employees) by ordinance effective **January 1, 2022**.

**SECTION FIVE:** That any other ordinances or provisions thereof inconsistent with their ordinance are repealed.

**SECTION SIX:** Formal actions of this City Council concerning and relating to the passage of this ordinance were adopted in an open meeting in compliance with all legal requirements including O.R.C. §121.22 and Urbana Codified Ordinances §107.01.

**SECTION SEVEN:** Council declares an emergency pursuant to Urbana City Charter §2.11 and this Ordinance shall take effect immediately upon passage to preserve public health, safety and welfare.

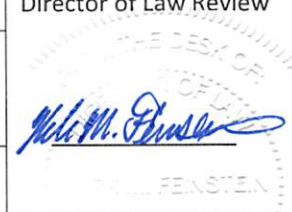
\_\_\_\_\_  
President of City Council

Attest: \_\_\_\_\_

Date: \_\_\_\_\_

This Ordinance is approved by me this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Mayor

Department requesting: Administration	Personnel: Mayor Bean	Director of Law Review	
Expenditure? (Y) N	Emergency? Y (N)	Public Hearing? Y (N)	
Readings required: 1 2 (3)	If yes, dates advertised:		
First reading date: February 15, 2022	Second reading date: March 1, 2022		Third/Final reading date: March 15, 2022

Anticipated effective date if approved: March 15, 2022

TO: DIRECTOR, FEDERAL BUREAU OF INVESTIGATION  
FROM: SAC, [illegible]

RE: [illegible]

On [illegible] at [illegible], [illegible] advised that [illegible]

[illegible] advised that [illegible]

[illegible] advised that [illegible]

[illegible] advised that [illegible]

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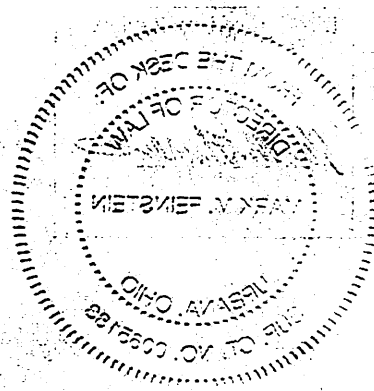
[illegible] advised that [illegible]

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[illegible]

ORDINANCE NO. 4407-22

AN ORDINANCE FIXING SALARY AND OTHER BENEFITS FOR THE DIRECTOR OF LAW.

WHEREAS, the City of Urbana finalized a contract with Champaign County under which the Law Director will prosecute cases on behalf of the County for \$33,000.00, which now goes into the General Fund; and

WHEREAS, it is equitable to \$33,000.00 to the salary range of the Law Director;

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

SECTION ONE: That effective January 1, 2022 through December 31, 2024 there is hereby established the following annual pay range for the Director of Law: \$83,000 to \$109,500.

SECTION TWO: That the Mayor shall assign the Director of Law the annual pay range listed above.

SECTION THREE: That the Mayor may enter into contractual agreement with the Director of Law, but not with tenure in excess of the compensation levels provided for herein.

SECTION FOUR: That the Director of Law shall be entitled to all benefits and rights accorded other salaried employees of the City (other than Police, Fire, and Municipal Court employees) by ordinance effective January 1, 2022.

SECTION FIVE: That any other ordinances or provisions thereof inconsistent with their ordinance are repealed.

SECTION SIX: Formal actions of this City Council concerning and relating to the passage of this ordinance were adopted in an open meeting in compliance with all legal requirements including O.R.C. §121.22 and Urbana Codified Ordinances §107.01.

SECTION SEVEN: Council declares an emergency pursuant to Urbana City Charter §2.11 and this Ordinance shall take effect immediately upon passage to preserve public health, safety and welfare.


\_\_\_\_\_  
President of City Council

Attest: \_\_\_\_\_

Date: \_\_\_\_\_

This Ordinance is approved by me this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Mayor

Department requesting: Administration	Personnel: K. Brugger	Director of Law Review
Expenditure? (Y) N	Emergency? Y (N)	 MICHAEL FEINSTEIN
Readings required: 1 2 (3)	Public Hearing? Y (N) If yes, dates advertised:	
First reading date: February 15, 2022	Second reading date: March 1, 2022	Third/Final reading date: March 15, 2022

Anticipated effective date if approved: March 15, 2022



OFFICE OF THE ATTORNEY GENERAL

STATE OF OHIO, COUNTY OF [illegible]

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