

Legislative Session Minutes

January 8, 2024

COMMITTEE MEETINGS

Mount Vernon City Council
Committee Meeting Schedule
January 8, 2024

7:05-7:27 p.m.	Exec. Sess.: Sale/purchase of property	Streets & Public Buildings Severns
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- 01-08-24 Committee Meeting Schedule

MEETING WILL RECESS UNTIL 7:30 P.M.

CALL TO ORDER

Attendee	Title	Status
Tammy Woods	Third Ward	Present
Mel Severns	Councilman	Present
Mike Miller	Fourth Ward	Present
James Mahan	First Ward	Present
John Ruckman	Second Ward	Present
Bruce Hawkins	President	Present
Janis Seavolt	At Large	Excused
Amber Keener	At Large	Excused

Woods made a motion to excuse Keener and Seavolt, with a second by Mahan. Motion passed by a voice vote of 5-0.

INVOCATION

Council Person John Ruckman performed the invocation.

PLEDGE OF ALLEGIANCE

All recited in unison.

ACCEPTANCE OF MINUTES

- City Council - Legislative Session - Dec 27, 2023 7:30 PM

Woods made a motion to accept the minutes from Council's Legislative Session of Dec. 27, 2023, with a second by Mahan. Motion to accept passed by a voice vote of 5-0.

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Tammy Woods, Third Ward
SECONDER:	James Mahan, First Ward
AYES:	Woods, Severns, Miller, Mahan, Ruckman
EXCUSED:	Seavolt, Keener

RECEIVE PETITIONS AND COMMUNICATIONS

None.

RECEIVE COMMITTEE REPORTS

Council accepted without comment the minutes for the Fire, Police and Civil Committee, Streets and Public Buildings Committee and Employee and Community Relations Committee meetings of Dec. 27, 2023.

- 12-27-23 Fire, Police and Civil Defense Committee Meeting Minutes
- 12-27-23 Streets and Public Buildings Committee Meeting Minutes
- 12-27-23 Employee and Community Relations Committee Meeting Minutes

LIQUOR CONTROL LICENSE

None.

PROCLAMATION

None.

PERSONS SPEAKING ON MATTERS OF CITY CONCERN

None.

ORGANIZATIONAL MATTERS

- 01-08-24 Organizational Matters

Council decided to continue having two regularly scheduled meetings each month of the year, on the second and fourth Mondays of the month.

Severns made a motion to suspend the reading of minutes of previous Council meetings, with a second by Ruckman. Motion passed by a voice vote of 5-0.

Severns made a motion to appoint Woods Council President Pro-Tem, with a second by Mahan. Motion passed by a voice vote of 5-0. In the absence of both the Council President and President Pro-Tem, the most senior member, which is Seavolt, will preside.

Severns made a motion to appoint Todd Hill Council Clerk and Maureen Hall Assistant Council Clerk, with a second by Woods. Motion passed by a voice vote of 5-0.

Woods made a motion to give members of the public four minutes to speak on matters of City concern, with the ability to request an additional four minutes if necessary. Severns seconded the motion, which passed by a voice vote of 5-0.

Severns made a motion to institute a casual dress policy for June, July and August, with a second by Miller. Motion passed by a voice vote of 5-0.

Woods made a motion to appoint Hawkins to the Audit Review Committee, with a second by Severns. Motion passed by a voice vote of 5-0.

Safety-Service Director Tanner Salyers noted that the City Data Board will be revamped as a Technology Board, with representatives from each City department that could also include Council. Council took no action on an appointment pending further information.

Severns made a motion to appoint Mike Miller to the Foundation Park Conservancy Board, with a second by Woods. Motion passed by a roll-call vote of 5-0.

Council discussed protocol for cell phone use during meetings, with members stating that they used their phones to follow meeting agendas. Hawkins advised members to be professional in their use of the devices.

Appointments to Experience Mount Vernon, the Knox County Convention and Visitors Bureau and the Regional Planning Commission will be addressed via legislation at the Jan. 22, 2024 meeting.

RESOLUTIONS FOR THIRD READING

None.

RESOLUTIONS FOR SECOND READING

None.

RESOLUTIONS FOR FIRST READING

RESOLUTION NO. 2024-01

A RESOLUTION ADOPTING RULES FOR THE CONDUCT OF CITY COUNCIL MEETINGS FOR THE 2024-2025 BIENNIUM.

Planning and Zoning: Keener, Mahan

Resolution No. 2024-01 was given a first reading.

RESULT:	FIRST READING	Next: 1/22/2024 7:30 PM
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RESOLUTION NO. 2024-02

A RESOLUTION AUTHORIZING THE SALE, BY INTERNET AUCTION DURING CALENDAR YEAR 2024, OF CITY-OWNED PERSONAL PROPERTY WHICH IS NOT NEEDED FOR PUBLIC USE OR WHICH IS OBSOLETE OR UNFIT FOR THE USE FOR WHICH IT WAS ACQUIRED; AND DECLARING AN EMERGENCY.

Finance and Budget: Seavolt, Woods

Resolution No. 2024-02 was given a first reading.

RESULT:	FIRST READING	Next: 1/11/2024 4:00 PM
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RESOLUTION NO. 2024-03
A RESOLUTION OF THE CITY OF MOUNT VERNON, OHIO SUPPORTING
THE OHIO COMMISSION FOR THE UNITED STATES
SEMIQUINCENTENNIAL (AMERICA 250-OH).

Employee and Community Rel.: Woods, Keener

Resolution No. 2024-03 was given a first reading.

RESULT:	FIRST READING	Next: 1/11/2024 4:00 PM
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RESOLUTION NO. 2024-04
A RESOLUTION CONFIRMING THE MAYOR'S RE-APPOINTMENT OF
SIBLEY POLAND TO THE HISTORICAL REVIEW COMMISSION FOR A
ONE-YEAR TERM, AND DECLARING AN EMERGENCY.

Employee and Community Rel.: Woods, Keener

Resolution No. 2024-04 was given a first reading.

RESULT:	FIRST READING	Next: 1/11/2024 4:00 PM
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RESOLUTION NO. 2024-05
A RESOLUTION AUTHORIZING THE SAFETY-SERVICE DIRECTOR TO
ADVERTISE FOR BIDS AND ENTER INTO CONTRACT FOR THE
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) DAN EMMETT
WATER AND SEWER IMPROVEMENTS; AND DECLARING AN
EMERGENCY.

Utilities: Ruckman, Miller

Resolution No. 2024-05 was given a first reading.

RESULT:	FIRST READING	Next: 1/22/2024 7:30 PM
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ORDINANCES FOR THIRD READING

None.

ORDINANCES FOR SECOND READING

None.

ORDINANCES FOR FIRST READING

None.

REMARKS FROM THE ADMINISTRATION

Mayor Matthew Starr noted that there will be a Neighborhood Revitalization Grant opportunity meeting for west-side residents at The Depot, 507 W. High St., at 5:30 p.m. on Tuesday, Jan. 23. Safety-Service Director Tanner Salyers noted that Council's working session on the City's 2024 budget will be in Jetter Hall, Mount Vernon Nazarene University, on Saturday, Jan. 20 at 9:00 a.m. Law Director Rob Broeren welcomed Mike Miller to Council.

REMARKS FROM COUNCIL

Severns welcomed Mike Miller to Council. Mahan thanked the City for getting school zone signs up on Martinsburg Road. Ruckman wished everyone a Happy New Year, and welcomed Mike Miller to Council. Miller noted that he was happy to be joining Council as the Fourth Ward representative.

ADJOURN AT THE CALL OF THE PRESIDENT

Woods made a motion to adjourn, with a second by Severns. Meeting adjourned at 8:01 p.m.

Bruce E. Hawkins, President of Council

Todd Hill, Clerk of Council

CD on file/th



PRESS RELEASE

City Hall
40 Public Square
Mount Vernon, OH 43050

FOR MORE INFORMATION, CONTACT:
Todd Hill, Clerk of Council
740-393-9517 Fax: 740-397-6595

FOR IMMEDIATE RELEASE
January 8, 2024

Mount Vernon City Council Committee Meeting Schedule January 8, 2024

7:05-7:15 p.m.	Executive Session: Sale/purchase of property	Streets & Public Buildings Severns
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The above listed meeting will be held to discuss the above items; but will not be limited to those listed.
Mount Vernon News - WMVO - WNZR – City Hall Bulletin Board



Fire, Police and Civil Defense Committee Meeting Minutes
Committee Meeting
December 27, 2023 – 6:35 p.m. to 6:50 p.m.

COUNCIL PRESENT:

Bruce Hawkins, President
 Tammy Woods, Third Ward
 James Mahan, First Ward
 John Ruckman, Second Ward
 Mike Hillier, Fourth Ward
 Janis Seavolt, At-Large
 Amber Keener, At-Large
 Mel Severns, At-Large

OTHERS IN ATTENDANCE:

Matthew Starr, Mayor
 Tanner Salyers, Safety-Service Director
 Rob Broeren, Law Director
 Terry Scott, Auditor
 David Stuller, Treasurer
 Brian Ball, Engineer
 Robert Morgan, Police Chief
 Aaron Rinehart, Utilities Director
 Todd Hill, Clerk
 Cheryl Splain, Knox Pages

Police Chief Robert Morgan presented his department's annual report, and provided several year-end statistics. He noted that the department has averaged 43 calls for service per day, up from the past two years. The department seized 570 grams of methadone and 64 of fentanyl this year, and the Chief detailed the protocol for dealing with the latter. Five officers were hired in 2023, with two positions left to fill, while Andrew Burns was promoted to Captain. Officers have taken 1,500 hours of training this year. The chief noted that the department has done very well in being rewarded grants, including to fund the domestic violence advocate for 2024. The department has increased patrols of Martinsburg Road for students crossing, while crosswalk signs have been ordered. The chief also provided an update on the future Police Station on Sychar Road. No further meetings on this matter were requested.

Respectfully submitted,

James Mahan, Chair
 Fire, Police, Civil Defense Committee,
 Mount Vernon City Council

JM/th



2022-2023

Streets and Public Buildings Committee Meeting Minutes December 27, 2023 – 6:50 p.m. to 7:00 p.m.

COUNCIL PRESENT:

Bruce Hawkins, President
 Tammy Woods, Third Ward
 James Mahan, First Ward
 John Ruckman, Second Ward
 Mike Hillier, Fourth Ward
 Janis Seavolt, At-Large
 Amber Keener, At-Large
 Mel Severns, At-Large

OTHERS IN ATTENDANCE:

Matthew Starr, Mayor
 Tanner Salyers, Safety-Service Director
 Rob Broeren, Law Director
 Terry Scott, Auditor
 David Stuller, Treasurer
 Brian Ball, Engineer
 Robert Morgan, Police Chief
 Aaron Rinehart, Utilities Director
 Todd Hill, Clerk
 Cheryl Splain, Knox Pages

The committee discussed Resolution No. 2023-105, to enter into contract with Road to Finish LLC, for improvements to Upper Gilchrist Road to accommodate new housing there. Engineer Brian Ball noted that surveying has begun there, with design work to take up much of 2024. It was noted that the City may need to acquire thin strips of land to widen the road, although the intersection with Coshocton Avenue appears to be wide enough. Ball added that the City will be responsible for maintaining Upper Gilchrist during construction. Work on Grange Road was also discussed, with waterline installation there set to be completed by the spring, followed by paving. No further meetings on the legislation were requested. Resolution No. 2023-105 was up for a second reading at Council's Legislative Session later in the evening.

Respectfully submitted,

Mel Severns, Chair
 Streets and Public Buildings Committee
 Mount Vernon City Council
 MS/th



Employee and Community Relations Committee Meeting Minutes
Committee Meeting
December 27, 2023 – 7:00 p.m. to 7:26 p.m.

COUNCIL PRESENT:

Bruce Hawkins, President
 Tammy Woods, Third Ward
 James Mahan, First Ward
 John Ruckman, Second Ward
 Mike Hillier, Fourth Ward
 Janis Seavolt, At-Large
 Amber Keener, At-Large
 Mel Severns, At-Large

OTHERS IN ATTENDANCE:

Matthew Starr, Mayor
 Tanner Salyers, Safety-Service Director
 Rob Broeren, Law Director
 Terry Scott, Auditor
 David Stuller, Treasurer
 Brian Ball, Engineer
 Robert Morgan, Police Chief
 Aaron Rinehart, Utilities Director
 Todd Hill, Clerk
 Cheryl Splain, Knox Pages

The committee discussed Ordinance No. 2023-45, fixing the number of hourly employees in the Division of Water and Wastewater, and Ordinance No. 2023-46, to create the positions of Assistant Director of Utilities (Water) and Assistant Director of Utilities (Maintenance) in the Division of Water and Wastewater. Safety-Service Director Tanner Salyers noted that the union is supportive of the proposed changes, and added that a proposed restructuring of the departments under his predecessor was not completed. Utilities Director Aaron Reinhart detailed how the new proposed positions would fit within the departments and what they would cost. Auditor Terry Scott indicated that the City could pay for the proposed changes without resorting to utility rate increases. Engineer Brian Ball added that the City is currently paying consultants millions of dollars for projects that could be done more cheaply in-house, while Mayor Matt Starr noted that the City is successfully generating revenues to pay for these proposals. Woods and Hillier suggested that the timing of the legislation at the end of Council's term was problematic, and Salyers advised Council to not delay its consideration of the legislation. No further meetings were requested on the matter. Ordinance Nos. 2023-45 and 2023-46 were both up for second readings at Council's Legislative Session later in the evening.

Respectfully submitted,

Tammy Woods, Chair
 Employee and Community Relations Committee
 Mount Vernon City Council

TW/th

TO: Council Members
FROM: Council President
DATE: December 27, 2023

Please look over the documents that I am sending because we will be discussing these at the Council Organizational Meeting on January 8, 2024.

You may also receive a packet prior to the Organizational Meeting that may include additional documents for your consideration.

If you have any questions, please give me a call.

Todd Hill



**City Council
Organizational Meeting**

Agenda

**January 8, 2024
7:30 PM**

CALL TO ORDER

WELCOME

POLICIES

Council Meetings - Ref. Ordinance No. 2019-01

- Ord. 2019-01

Council Committee Structure - Ref. Ordinance No. 2006-01

- Ord. 2006-01

Council Committees

- Council Committee Support Documents

President Pro-Tem Election Policy

- Elect President Pro-Tem

President and Pro-Tem (Absence Policy)

- Policy in the Absence of President and Pro-Tem

Council Service Dates

- Seniority List 2024

City Officials

- City Officials and Council Roster

Meeting Dates & Holiday Schedule

- Meeting Dates and Holidays

Council Do's & Dont's

- Council Do's and Dont's

Public Participation

- Request to Speak at Council/PH

City Council Minutes

- City Council Minutes Policy

Council Committee Minutes Policy

- Committee Meeting Minutes

Committee Meeting Forms

- SAMPLE Committee Meeting Form

Summer Casual Dress Policy

- Council Casual Dress Policy

APPOINTMENTS*President Pro-Tem**Clerk of Council**Assistant Clerk of Council**Audit Review Committee - President Bruce Hawkins**City Data Board - President**Visitor's Bureau*

Main Street Mount Vernon
Regional Planning Commission

OTHER BUSINESS

ADJOURN



TO: All Council Members
FROM: President of Council
DATE: January 8, 2024
RE: Council Casual Dress Policy

Thank you for your support of the casual dress policy during the summer months of June, July and August.

We will return to regular attire at the September meeting.

Thank you again for your support and cooperation.

Bruce E. Hawkins
President of Council

Copy: Procedure Manual

Communication: 01-08-24 Organizational Matters (Organizational Matters)



MEMO

TO All Council Members

FROM President of Council

DATE January 8, 2024

RE Committee Meeting Minutes

A reminder that all Council Committees must take minutes at all meetings including executive sessions, and that it is the chairperson's responsibility to see that these minutes are taken and turned over to the Council Clerk to be typed, distributed and filed as City permanent records.

This must be done!

The Ohio Revised Code Sunshine Law – These minutes need to indicate date, time and place of the meeting, who was present, what subject or subjects were discussed, and what action was taken if any. If the minutes are taped, they must be retained in accordance with the Municipal Records Commission retention schedule. If you have any questions, please contact the City Law Director or me.

The Clerk of Council is not responsible for the committee minutes but does do the minutes for the public hearings.

The attached forms are available for your convenience which the Clerk of Council will supply upon request.

Bruce E. Hawkins, President of Council

Copy to: Rob Broeren, Law Director
Matthew T. Starr, Mayor
File

Communication: 01-08-24 Organizational Matters (Organizational Matters)

111.01 MEETINGS OF COUNCIL.

(a) Regular Public Meetings. Regular public meetings of Council shall be at the Council Room at the City Building on the second and fourth Monday of each month. The time of the meeting shall be 7:30 p.m. If the second or fourth Monday of each month falls on either a state or federal holiday, the regular public meetings of Council shall then be held at the Council Room on the second or fourth Tuesday of that month. The time of the meeting shall be at 7:30 p.m. (Ord. 2019-01. Passed 1-14-19.)

111.08 STANDING COMMITTEES.

(a) There shall be seven standing committees of Council, namely:

- (1) Utilities Committee.
- (2) Police, Fire and Civil Defense Committee.
- (3) Finance and Budget Committee.
- (4) Parks and Lands Committee.
- (5) Streets and Public Buildings Committee.
- (6) Planning and Zoning Committee.
- (7) Employee and Community Relations Committee.

(b) Each committee shall be composed of four members. A chairman, a ranking member, and two supporting members. The chairman and ranking member shall review and research all items referred to the committee, and shall consult with the officer, department head, or interested citizens and make their recommendations to the entire committee. The committee shall make disposition of the matter and prepare and report and/or make a recommendation to be presented to Council.

(c) Each member of Council shall be chairman of one standing committee. The chairman and ranking member of the committee shall be determined by seniority. Seniority shall be established by:

- (1) Length of service on Council;
- (2) Length of service as chairman of a committee;
- (3) When two or more claim seniority for any given position, the President of Council shall make the appointment;
- (4) Supporting members of the committees shall be appointed by the President of Council;
- (5) Each member of Council shall be placed on four committees.

(d) In the event of a vacancy occurring on a committee, the seniority rule shall be in effect for filling said vacancy. When a vacancy occurs in the chairmanship of a committee the ranking member of that committee may, at his opinion, become the chairman of said committee. Provided, however, no member of Council shall be chairman of more than one committee, and in such event, such ranking member shall be required to resign as chairman of the committee of original appointment before assuming the chairmanship wherein the vacancy occurred.

(e) The standing committees shall meet on the call of the chairman unless otherwise provided for by Council. (Ord. 2006-01. Passed 1-9-06.)

Committee Names and Responsibilities

The committees were established 20 some years ago and rewritten in 1997. The changes were made because through the years some committees have become more involved with increased work and committee activity. Zoning has the major portion of the workload; while Police, Fire and Employee Relations, Cemetery and Civil Defense have very little activity. Therefore, the following changes were made in 1997 of the following:

1. Finance - all legislation and matters of finance including appropriations, budget and capital improvements.
2. Utilities - all legislation and matters pertaining to water, wastewater, electric power, natural gas, TV, etc.
3. Streets & Public Buildings - all legislation and matters pertaining to all streets including vacations of streets and alleys, and city buildings.
4. Police, Fire and Civil Defense - all matters and legislation pertaining to police, fire and civil defense.
5. Parks and Public Lands - all legislation and matters pertaining to all city lands, parks and cemetery.
6. Planning and Zoning - all matters pertaining to zoning, annexation and modifications to codified ordinances.
7. Employee and Community Relations - all legislation pertaining to pay ordinances and employee-related matters, negotiations, civil service, all legislation regarding proclamations, commendations, recognition of city employees or citizens, and liquor permit transfers.
8. If there is a dispute on an item to be referred to committee the President of Council will make the assignment.

These assignments help to even out the workload of Council and to help the Council Clerk and the President of Council with deciding committee assignments by having clearer definitions of committee assignments. These rules were adopted January 1998 by Council.



MEMO

TO All Council Members

FROM Bruce E. Hawkins, President of Council

DATE January 8, 2024

RE Council Do's and Don'ts

LIST OF DO'S

1. Set aside every Monday evening of the year for Regular Council Sessions, Special Council Meetings and Committee Meetings.
2. Make every effort to attend all scheduled meetings.
3. If you cannot attend a scheduled meeting for any reason, please notify me or the Clerk of Council.
4. Notify me of your committee meetings.
5. Notify me in advance, if possible, of any news releases you plan to make.
6. Observe the rules of confidentiality concerning all Executive Sessions of Council.
7. Correspond with other members of Council and the Administration on matters you feel are important to the smooth operation of the Council and the City.
8. Have legislation that you want to present to Council ready for a committee meeting so it can be discussed in anticipation of being prepared in legislative form for the regular Council meeting. Only in cases of emergencies should legislation that has not have been discussed at a committee meeting be presented at a regular session.
9. Treat members of Council, the Administration and visitors with courtesy.
10. Notify the Mayor, Safety-Service Director, Law Director or Auditor of problems or information needed prior to the meeting whenever possible to allow for research and better response.
11. Do your homework, whether it concerns pending legislation or a problem that may require future legislation. You can't vote or talk intelligently on any subject until you know the facts.
12. Remember at all times we are working for the betterment of the City and the majority of the citizens of Mount Vernon, and not to further on own beliefs and/or ideals.
13. Enjoy your work as a Council person doing at all times what you think is right and best for Mount Vernon and its citizens you represent.
14. Contact me if you have a problem concerning Council business or wish to discuss Council's work.
15. Be positive.

LIST OF DON'TS

1. Miss meetings without a good or valid reason.
2. Be a loner. Council can only work efficiently if it works as a team and works with the Administration.
3. Be afraid to admit you have been wrong in your thinking on a subject, or want to change your vote.
4. Schedule a committee meeting without notifying the ranking member of your committee and your full committee of the time and date of the meeting. Also, members of Council not on your committee should also be notified of the meeting so they can attend if they so choose.
5. **Discuss any matters that were discussed during an Executive Session outside Council Chambers. These discussions are privileged information that should be left in the Council Chambers when you leave the room.**
6. Be tricked into making promises that something will be taken care of or done without knowing the feelings of the other members of Council.
7. Introduce legislation at a Legislative Meeting without first understanding the legislation and being prepared to explain and answer questions concerning the legislation.

As President of Council, I reserve the right to discuss with you matters of importance during Council Sessions and may on occasion enter into discussion during Regular or Special Meetings for points of clarification, information, or if requested to do so.

Remember, only through the efforts of all of us working together can we achieve the goals we set for this Council and Administration.

BEH/tjh



City Council Scheduled Meetings For 2024

All meetings begin at 7:30 p.m.

January	8	22
February	12	26
March	11	25
April	8	22
May	13	28*
June	10	24
July	8	22
August	12	26
September	9	23
October	14	28
November	12	25*
December	9	23

* Not a Monday meeting date

**1 *School Board Combined Meeting TBA*

**2 *Commissioner Combined Meeting TBA*

Holidays Observed For 2024

By City Offices

January 1 - New Year's Day
January 15 - M. Luther King Jr. Day
February 19 - Presidents' Day
May 27 - Memorial Day
June 19 - Juneteenth
July 4 - Independence Day
September 2 - Labor Day
November 11 - Veterans Day
November 28 - Thanksgiving Day
November 29 - Thanksgiving Holiday
December 24 - Christmas Eve
December 25 - Christmas Day

Prepared: 11/17/23

Council Committees 2024 - 2025

Utilities

Ruckman, Miller, Mahan, Seavolt

Employee & Community Relations

Woods, Keener, Severns, Mahan

Parks & Lands

Miller, Mahan, Ruckman, Seavolt

Streets & Public Buildings

Severns, Ruckman, Miller, Keener

Fire, Police, Civil Defense

Mahan, Seavolt, Woods, Miller

Finance & Budget

Seavolt, Woods, Keener, Severns

Planning & Zoning

Keener, Severns, Woods, Ruckman



City Council Scheduled Meetings For 2025

All meetings begin at 7:30 p.m.

January	13	27
February	10	24
March	10	24
April	14	28
May	12	27*
June	9	23
July	14	28
August	11	25
September	8	22
October	13	27
November	10	24
December	8	22

* Not a Monday meeting date

**1 *School Board Combined Meeting TBA*

**2 *Commissioner Combined Meeting TBA*

Holidays Observed For 2025

By City Offices

January 1 - New Year's Day
January 20 - M. Luther King Jr. Day
February 17 - Presidents' Day
May 26 - Memorial Day
June 19 - Juneteenth
July 4 - Independence Day
September 1 - Labor Day
November 11 - Veterans Day
November 27 - Thanksgiving Day
November 28 - Thanksgiving Holiday
December 24 - Christmas Eve
December 25 - Christmas Day

Prepared: 11/21/23

Council Committees 2024 - 2025

Utilities

Ruckman, Miller, Mahan, Seavolt

Employee & Community Relations

Woods, Keener, Severns, Mahan

Parks & Lands

Miller, Mahan, Ruckman, Seavolt

Streets & Public Buildings

Severns, Ruckman, Miller, Keener

Fire, Police, Civil Defense

Mahan, Seavolt, Woods, Miller

Finance & Budget

Seavolt, Woods, Keener, Severns

Planning & Zoning

Keener, Severns, Woods, Ruckman

City of Mount Vernon Legislative Branch Council Member Responsibilities

Council Members work for the betterment of the City
and the majority of the citizens of Mount Vernon.

Council Meetings

1. Regular Council Sessions, Special Council Meetings and Committee Meetings are required; notify the President of Council or the Clerk of Council if you cannot attend.
2. Reserve Monday evenings for meetings.
3. Understand the legislation and be prepared to explain and answer questions.
4. Network with members of Council and the Administration on matters you feel are important for the smooth operation of the Council and the City because Council can only work efficiently by working as a team to achieve the goals set by Council and Administration.
5. The President of Council reserves the right to discuss with Council Members matters of importance during Council Sessions and may enter into discussion during Regular or Special Meetings for points of clarification and information.

Committee Meetings

1. The President of Council should be given prior notice of committee meetings and any news releases you plan to make.
2. All Executive Sessions of Council are strictly confidential.
3. Committee meetings are scheduled by the chair of the committee with the Mayor, Safety-Service Director or Clerk.
4. Have proposed legislation ready for the Council Packet (Clerk).



Mount Vernon

City Council Committee Structure

January 1, 2024 – December 31, 2025

<u>Committee</u>	<u>Chair</u>	<u>Ranking Chair</u>	<u>Member</u>	<u>Member</u>
<u>Utilities</u>	John Ruckman	Mike Miller	James Mahan	Janis Seavolt
<u>Employee & Community Relations</u>	Tammy Woods	Amber Keener	Mel Severns	James Mahan
<u>Parks & Lands</u>	Mike Miller	James Mahan	John Ruckman	Janis Seavolt
<u>Streets/Public Buildings</u>	Mel Severns	John Ruckman	Mike Miller	Amber Keener
<u>Fire/Police/Civil Defense</u>	James Mahan	Janis Seavolt	Tammy Woods	Mike Miller
<u>Finance/Budget</u>	Janis Seavolt	Tammy Woods	Amber Keener	Mel Severns
<u>Planning/Zoning</u>	Amber Keener	Mel Severns	Tammy Woods	John Ruckman

11/22/23

Communication: 01-08-24 Organizational Matters (Organizational Matters)

Council Seniority List 2024

Bruce Hawkins – President – 2012

Janis Seavolt – 2012

Tammy Woods – 2020

Amber Keener – 2021

Mel Severns – 2022

James Mahan – 2022

John Ruckman – 2023

Mike Miller – 2024



2024-2025 Elected Officials Roster

City Council

Bruce E. Hawkins (12-24) President
102 N. Concord St. 937-504-9524
bhawkins@mountvernonohio.org

James Mahan (22-24) First Ward
226 Delano St. 740-324-7229
jmahan@mountvernonohio.org

John Ruckman (23-24) Second Ward
812 W. Gambier St. 740-398-6522
jruckman@mountvernonohio.org

Tammy Woods (20-24) Third Ward
10 Hilltop Dr. 504-8262
twoods@mountvernonohio.org

Mike Miller (24) Fourth Ward
304 Oak St. 485-2570
mmiller@mountvernonohio.org

Amber Keener (21-24) At-Large
702 E. High St. 326-1888
akeener@mountvernonohio.org

Mel Severns (22-24) At-Large
21 Longitude Drive 358-0058
mseverns@mountvernonohio.org

Janis Seavolt (12-24) At-Large
685 Millstone Lane 397-0541
jseavolt@mountvernonohio.org

Administration

Matthew T. Starr Mayor
40 Public Square 393-9517
mtvmayor@mountvernonohio.org

*Tanner Salyers Safety-Service Director
40 Public Square 393-9520
mtvssd@mountvernonohio.org

P. Robert Broeren, Jr. Law Director
5 North Gay Street 393-9562
probertbroeren@mountvernonohio.org

John Thatcher Judge
5 North Gay Street 393-9510
judgethatcher@roohio.com

David Stuller Treasurer
40 Public Square
mtvtreasurer@mountvernonohio.org

Terry L. Scott Auditor
40 Public Square 393-9521
mtvauditor@mountvernonohio.org

*Todd Hill Clerk of Council
40 Public Square 393-9517
clerkofcouncil@mountvernonohio.org

*Maureen Hall Asst. Clerk of Council
40 Public Square 393-9520
safetyservice@mountvernonohio.org

*The Codified Ordinances of the City of Mount Vernon are located at www.mountvernonohio.org.
Also, on the home page select "Have a problem to report?"
It is a link for citizen correspondence to the City departments.*



Date of Service on Council
January 1, 2024 – December 31, 2025

1	Seavolt	January	2012
2	Woods	January	2020
3	Keener	June	2021
4	Severns	January	2022
5	Mahan	November	2022
6	Ruckman	July	2023
7	Miller	January	2024

Council Seating – 2024

Facing seating – left to right

Mel Severns, John Ruckman, Tammy Woods, Bruce Hawkins, Janis Seavolt, Amber Keener, James Mahan, Mike Miller

12/04/23



TO: Todd Hill
Clerk of Council
Mount Vernon City Council

FROM: Bruce E. Hawkins
President of Council
Mount Vernon City Council

DATE January 8, 2024

RE: Minutes of Mount Vernon City Council Meetings

In 2010 it was concurred by Mr. Booth and Mr. Dice that the minutes of previous council meetings have not been read at council meetings.

The format is: “the President of Council states, members you have received copies of the previous meeting’s minutes. Are there any additions or corrections to these minutes? If no corrections are needed, do we have a motion to approve, do we have a motion to second, all in favor reply aye, and all those opposed reply nay.” The minutes are either approved or not approved by voice vote.

If corrections are needed, the minutes will be presented at the next meeting for the same voice vote procedure.

Therefore, it is the policy of City Council that we not read the minutes of the previous meeting at regular meetings of Council and adoption of the minutes will require a voice vote to determine the status of the minutes.

Bruce E. Hawkins, President of Council

Date Approved

Todd Hill, Clerk of Council

Copies to: Members of Council
Rob Broeren, City Law Director
File

S:\WTodd\WCouncil\WDocs for New Council Terms\Wnot read minutes policy2024.doc

Communication: 01-08-24 Organizational Matters (Organizational Matters)

01-09-06 1.04 1st reading passed

Employee
Community
Relations
Hawkins
Semore**ORDINANCE NO. 2006-01**

AN ORDINANCE TO ESTABLISH A RULE CREATING SEVEN STANDING COMMITTEES OF COUNCIL AND PROVIDING FOR THE METHOD OF APPOINTMENT OF MEMBERS OF COUNCIL TO SAID STANDING COMMITTEES; AND DECLARING AN EMERGENCY.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Mount Vernon, State of Ohio:

SECTION 1: That there shall be seven standing committees of Council, namely:

1. Utilities Committee
2. Police, Fire and Civil Defense Committee
3. Finance and Budget Committee
4. Parks and Lands Committee
5. Streets and Public Buildings Committee
6. Planning and Zoning Committee
7. Employee and Community Relations Committee

SECTION 2: That each committee shall be composed of four members. A chairman, a ranking member, and two supporting members. The chairman and ranking member shall review and research all items referred to the committee, and shall consult with the officer, department head, or interested citizens and make their recommendations to the entire committee. The committee shall make disposition of the matter and prepare and report and/or make a recommendation to be presented to Council.

SECTION 3: That each member of Council shall be chairman of one standing committee. The chairman and ranking member of the committee shall be determined by seniority. Seniority shall be established by:

1. Length of service on Council;
2. Length of service as chairman of a committee;
3. When two or more claim seniority for any given position, the President of Council shall make the appointment;
4. Supporting members of the committees shall be appointed by the President of Council;

Communication: 01-08-24 Organizational Matters (Organizational Matters)

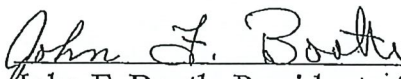
L 4/18

5. Each member of Council shall be placed on four committees.

SECTION 4: In the event of a vacancy occurring on a committee, the seniority rule shall be in effect for filling said vacancy. When a vacancy occurs in the chairmanship of a committee the ranking member of that committee may, at his option, become the chairman of said committee. Provided, however, no member of Council shall be chairman of more than one committee, and in such event, such ranking member shall be required to resign as chairman of the committee of original appointment before assuming the chairmanship wherein the vacancy occurred.

SECTION 5: The standing committees shall meet on the call of the chairman unless otherwise provided for by Council.

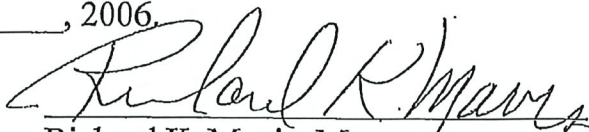
SECTION 6: This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety, and for the further reason that an emergency exists in the usual daily operation of the various departments of the municipal government, and said Ordinance shall, therefore, become effective upon its date of passage and approval by the Mayor, provided that it receives the affirmative vote of two-thirds (2/3) of the members elected to the Council of the City of Mount Vernon; otherwise, it shall take effect and be force from and after the earliest period allowed by law.


John F. Booth, President of Council

PASSED: January 9, 2006.

ATTEST: Janet Brown
Janet Brown, Clerk of Council

APPROVED: January 10, 2006.


Richard K. Mavis, Mayor



Mount Vernon

City Council
City of Mount Vernon
Mount Vernon, OH 43050

SCHEDULED

ORDINANCE 2019-01

Meeting: 01/14/19 7:30 PM 1st
Dept: Employee and Community Rel.
Francis, Barone 2nd

Category: Amendment
Prepared By: Tanya Newell 3rd
Initiator: Tanya Newell

DOC ID: 1838

AN ORDINANCE AMENDING SECTION 111.01(A) OF THE CODIFIED ORDINANCES OF THE CITY OF MOUNT VERNON, OHIO; AND DECLARING AN EMERGENCY.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Mount Vernon, State of Ohio:

SECTION 1: That Section 111.01(a) of the Codified Ordinances of the City of Mount Vernon be amended to read as follows:

111.01 MEETINGS OF COUNCIL.

(a) Regular Public Meetings. Regular public meetings of Council shall be at the Council Room at the City Building on the second and fourth Monday of each month. ~~during the following months: January, February, March, April, May, September, October, November and December; and on the fourth Monday of each month during the following months: June, July and August.~~ The time of the meeting shall be 7:30 p.m. If the second or fourth Monday of each month falls on either a state or federal holiday, the regular public meetings of Council shall then be held at the Council Room on the second or fourth Tuesday of that month. The time of the meeting shall be at 7:30 p.m.

SECTION 2: That Ordinance 2000-42 be repealed.

SECTION 3: This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety, and for further reason that an emergency exists in the usual daily operation of the various departments of the municipal government, and said Ordinance shall, therefore, become effective upon its date of passage and approval by the Mayor, provided that it received the affirmative vote of two-thirds (2/3) of the members elected to the Council of the City of Mount Vernon; otherwise, it shall take effect and be force from and after the earliest period allowed by law.

Bruce E. Hawkins
Bruce E. Hawkins, President of Council Pro-Tem
Nancy E. Vail

PASSED: January 14, 2019

ATTEST: *Tanya Newell*
Tanya Newell, Clerk of Council

APPROVED: January 14, 2019

Richard K. Mavis
Richard K. Mavis, Mayor



January 8, 2024

Members of Council
City Law Director

RE: Proposed Policy to Elect President Pro-Tem

Dear Council Members and Law Director:

A question was asked regarding the Sunshine Law and the secret ballot policy in the election of the President Pro-Tem. Unless a particular statute requires a specified method of voting, the public cannot insist on a particular form of voting. The body may use its own discretion in determining the method it will use, such as voice vote, show of hands, or roll call. The Open Meetings Act only defines a method of voting when a public body is adjourning into executive session (vote must be by roll call). **The Act does not specifically address the use of secret ballots; however, the Ohio Attorney General has opined that a public body may not vote in an open meeting by secret ballot.⁸³⁹ Voting by secret ballot contradicts the openness requirement of the Open Meetings Act by hiding the decision-making process from public view.**

839: 2011 Ohio Op. Att'y Gen. No. 038 (opining that secret ballot voting by a public body is antagonistic to the ability of the citizenry to observe the workings of their government and to hold their government representatives accountable).

Copies to: Rob Broeren, Law Director
Matthew T. Starr, Mayor
Todd Hill, Clerk of Council
Maureen Hall, Assistant Clerk of Council
File



POLICY IN THE ABSENCE OF PRESIDENT AND PRO-TEM

There is no rule establishing who would preside over the Council during the absence of the President and the President Pro-Tem. In past years the senior Council member present assumed the responsibility. All members of Council agreed that in the event the President and the President Pro-Tem would both be absent from a meeting the senior member present will conduct the meeting.

(Excerpt from the minutes of Council Organization Meeting January 3, 2000)

Approved by Council January 8, 2024.

Bruce E. Hawkins, President of Council

Todd Hill, Clerk of Council



December 27, 2023

Dear All Council Members:

I respectfully request that Council re-adopt the following public participation procedure for City Council Committee Meetings, Public Hearings and Matters of Public Concern effective January 8, 2024.

Legislative Meetings:

Public participation will be encouraged at Committee Meetings of Council. The public has the right to attend meetings of Council but does not have the right to participate. This is a privilege granted by Council. Citizens attending Council Meetings cannot participate unless requested to do so by a majority of Council members present.

Citizens attending meetings of City Council have the right to tape record, videotape or take pictures as long as they do not disrupt, or intrude into, the business of the Council Meetings.

Matter Not Covered by Legislation:

Request to speak procedure letter is attached.

Public Hearings:

Request to speak procedure letter is attached.

Please review this request, and consider adoption at the Organizational Meeting on January 8, 2024.

Sincerely,

Bruce E. Hawkins
President of Council

Todd Hill
Clerk of Council

Approved by Council: January 8, 2024.

BEH/th

Copies: Law Director
 Mayor
 File



Mount Vernon

Request to Speak at Mount Vernon City Council Public Hearings

Date _____

Name _____

Address _____

Telephone _____

Public Hearing subject: _____

Mount Vernon City Council Public Hearing Procedure

Council President, or President Pro-Tem in absence of the President, will conduct all public hearings. The format will be as follows:

All persons addressing this hearing must state their name and address for the record. Persons that have requested to address Council will be given 4 minutes in which to state their position on the issue and must direct their remarks to the public hearing subject. Personal attacks on Council, elected officials, the administration or other citizens will not be tolerated. Anyone doing so will be considered disruptive, gaveled out of order and shall waive their right to speak and/or remain at such meeting.

If a group is present for the same issue Council requests that they have a spokesperson for the group. Petitions or prepared materials presented to Council must also be presented to the Clerk of Council to be entered into the record. The Chair will recognize someone in favor of the request, then someone against the request, etc., until all wishing to speak on the matter have had the opportunity to do so or until the debate becomes redundant.

Contact information for Clerk of Council:

City Hall - Suite 206

40 Public Square

Mount Vernon, OH 43050

Office phone: 740-393-9517

Office fax: 740-397-6595

Email: clerkofcouncil@mountvernonohio.org

Web Site: www.mountvernonohio.org

Office Hours: Monday-

Friday

8 am – 4 pm

Your concerns are important and we ask for your cooperation.

Approved the City Law Director and Council – January 8, 2024



Request to Speak at Mount Vernon City Council on Matters of Public Concern

Date _____

Name _____

Address _____

Telephone _____

Subject of concern: _____

Subject of concern must be an issue that Council can actually deal with or has control over. Speaking time will be limited to 4 minutes and must be directed to the subject of concern. Personal attacks on Council, elected officials, administration or other citizens will not be tolerated. Anyone doing so will be considered disruptive, gaveled out of order and shall waive their right to speak and/or remain at such meeting.

Prepared documents and illustration documents must be submitted with this form to the Clerk for public record. City matters brought to Council's attention will be referred to committee for study and discussion at a later date.

Prior arrangements should be made as early as possible with the Clerk of Council at City Hall. Requests are reviewed prior to the meeting, so please submit to the Clerk your written request by noon on the Friday prior to the Monday meeting. If this is not possible the latest this form can be submitted is not later than 15 minutes prior to the beginning of the meeting.

Contact information for Clerk of Council:

City Hall - Suite 206

40 Public Square

Mount Vernon, OH 43050

Office phone: 740-393-9517

Office fax: 740-397-6595

Email: clerkofcouncil@mountvernonohio.org

Web Site: www.mountvernonohio.org

Office Hours: Monday-
Friday 8 am – 4 pm

Your concerns are important. Thank your for your cooperation.

Approved by the City Law Director and Council – January 8, 2024.

Communication: 01-08-24 Organizational Matters (Organizational Matters)

Committee 2024-2025	Chair	Ranking	Member	Member
Utilities	Ruckman	Miller	Mahan	Seavolt
Emp/Comm Rel	Woods	Keener	Severns	Mahan
Parks & Lands	Miller	Mahan	Ruckman	Seavolt
Streets/Bldg	Severns	Ruckman	Miller	Keener
Fire/Police	Mahan	Seavolt	Woods	Miller
Finance/Budget	Seavolt	Woods	Keener	Severns
Planning/Zoning	Keener	Severns	Woods	Ruckman

11/27/23

Roll Call is required before a public body can go into an **Executive Session**.

The reason for a public body to go into **Executive Session** must be stated.

If **President Pro Tem** is chair, he/she is included in the **Roll Call** and votes on legislation.

Items **tabled** can only be brought back to Council by those who table.
(This is why the vote is written on the legislation.)

Counting the Vote – Law Director makes the official decisions

5.25 or 6	=	three-fourths
4 of 7	=	majority
4.66	=	two-thirds
5 of 7	=	pass on emergency clause and effective on Mayor's signature
6 of 7	=	suspend rules – three-fourths of all members

***** For What It Is Worth *****

(These are clerk guidelines; however, the Law Director is the official decision-maker)

Four votes to pass on third reading (majority of full Council). (3-to-2 vote fails)

Three-fourths vote required to override PC recommendation. (6)

Mayor's Veto – Council needs two-thirds of all members to override.

Amending requires majority vote.

Table – on third reading when returned to table it goes back to the first reading

Calling a Special Meeting – Mayor or three members of Council with 12-hour notice to each member personally or at their residence.

Passing legislation:

Each piece of legislation requires three separate readings prior to adoption. However, the chair/co-chair can make a motion to suspend the rule requiring three separate readings and take the legislation to its third and final reading.

Once the motion to suspend the rule has passed, the motion to adopt is then placed on the floor for discussion.

Emergency Clause:

WITH THE EMERGENCY CLAUSE: If the emergency clause is added on the legislation, this means that the legislation will go into effect immediately upon the Mayor's signature.

WITHOUT THE EMERGENCY CLAUSE: If there is no emergency clause, you can still suspend the rules requiring three separate readings, it only means that the legislation will not go into effect until 30 days after the Mayor's signature.

Making a motion:

I would like to make a motion to suspend the rule requiring three separate readings and take Res./Ord. 2024-0 to its third and final reading. The co-chair of said committee usually seconds the motion. Discussion can take place at this time, but ONLY on the suspension of the rules.

Roll Call on the suspension is taken.

I would like to make a motion to adopt Res./Ord. 2024-0. Again, the co-chair of said committee seconds the motion and now discussion may take place on the adoption.

Roll Call to adopt is taken.

Other motions frequently used:

Motion to postpone indefinitely – Removes/kills that particular piece of legislation.

Motion to postpone to a certain time – Postpones the legislation to another meeting. The chair/co-chair must give the date at which they wish to bring it back on the agenda.

Amend – Make changes to the legislation. If legislation is amended then the motions go to “as amended” (i.e. – “I would like to suspend the rule requiring three separate readings and take Res./Ord. 2024-0 as amended to its third and final reading,” or “I make a motion to adopt Res./Ord. 2024-0 as amended”).



City Council
City of Mount Vernon
Mount Vernon, OH 43050

SCHEDULED

RESOLUTION 2024-01

Meeting: 01/08/24 7:30 PM
Dept: Planning and Zoning
Hillier, Severns
Category: Planning and Zoning
Prepared By: Todd Hill
Initiator: Todd Hill
DOC ID: 3928

**A RESOLUTION ADOPTING RULES FOR THE CONDUCT OF CITY COUNCIL MEETINGS
FOR THE 2024-2025 BIENNium.**

WHEREAS, the Codified Ordinances of the City of Mount Vernon establish certain requirements for the conduct of City Council business; and

WHEREAS, the Codified Ordinances are not exhaustive in their provisions governing Council meetings; and

WHEREAS, Council has, over the years, adopted a number of policies for the conduct of Council meetings; and

WHEREAS, Ohio Revised Code Section 731.45 empowers the legislative authorities of municipal corporations to adopt rules for the conduct of their business,

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Mount Vernon, State of Ohio:

SECTION 1: That Council hereby adopts the following rules for the conduct of its sessions during the 2024-2025 term:

1. Conducting Business in the Absence of the President or President Pro-Tempore.
In the absence of the Council President or Council President Pro-Tempore, the most senior member present shall preside over the meeting.

2. Public Participation

(a.) Public participation is encouraged at Committee meetings of Council.

(b.) The public has the right to attend Council meetings, but does not have the right to participate. A majority of Council members present may request that a member of the public participate in a Council meeting.

(c.) Citizens attending meetings of City Council have the right to tape record, videotape, or take pictures, as long as they do not disrupt, or intrude into the business of Council.

3. Public Comments on Matters of City Concern. Members of the public may address Council on matters of City concern at Council meetings, after completing a form available to them through the Clerk of Council. The subject of these remarks must be an issue

that is within Council's jurisdiction. Speaking time will be limited to four (4) minutes, and must be directed to the issue of concern. Personal attacks on Council, elected officials, City administrators or other citizens will not be tolerated. Anyone who makes personal attacks will be gavelled out of order, and shall forfeit their right to continue to speak and remain at the meeting.

Requests to speak must be made prior to the meeting. These requests are reviewed prior to the meeting and written requests should be made by noon on the Friday prior to the Monday Council meeting. If this is impossible, the latest acceptable time for the submission of the form is 15 minutes prior to the beginning of the Council meeting. Prepared documents and illustration documents must be submitted with the Clerk's form and become public record.

4. Requests to Speak at Public Hearings of Council. From time to time, Council will hold public hearings on legislation and other topics within the jurisdiction of Council Committees. Persons wishing to make comments at public hearings will be asked to complete a request-to-speak form available from the Clerk of Council.

All persons addressing public hearings must state their names and addresses for the record. Remarks will be limited to four (4) minutes, and speakers must confine their remarks to the subject of the hearing. Personal attacks on Council, elected officials, City administrators or other citizens will not be tolerated. Anyone who makes personal attacks will be gavelled out of order, and shall forfeit their right to continue to speak and remain at the meeting.

If a group is present to speak on the same issue, Council requests that they appoint a spokesperson for the group. Petitions or prepared materials presented to Council must also be presented to the Clerk for inclusion in the Council record.

At public hearings, the Chair will recognize a party in favor, followed by a party in opposition, in succession, until all persons wishing to speak on the matter have had the opportunity to do so or until the debate becomes redundant.

5. Minutes of Council Meetings. Minutes of all meetings shall be maintained by the Clerk of Council. Meeting minutes shall be submitted for approval by Council at the next succeeding meeting. Council members shall have an opportunity to review the minutes of the previous meeting before moving to adopt them, but the minutes shall not be read by the Clerk in their entirety. The President of Council shall ask members whether additions or corrections to the minutes are necessary. If no corrections are needed, the President shall call for a motion and second to approve the minutes which shall be approved or not approved by voice vote. If corrections are needed, the minutes shall be presented at the next meeting for approval by the same procedure.

6. Minutes of Committee Meetings. Minutes of Council committees shall be maintained by the Chair of the committee, including executive sessions. They shall be taken and turned

over to the Clerk of Council on the form supplied by the Clerk for inclusion in the record. If the meeting is recorded, the recording must also be submitted to the Clerk as a public record.

7. Order of Meeting Agenda Items. Council may, by majority vote, adjust the order of items on a Council meeting agenda.

8. Casual Dress During the Summer Months. Council shall adhere to a policy of business dress at Council meetings, except during the months of June, July and August, when there shall be a casual dress policy.

9. Procedures not Covered by Ordinance or These Rules. For any procedure not addressed by Codified Ordinance or these Rules, Council will use Robert's Rules of Order, to resolve disputes as to the procedure to be used.

SECTION 2: This Resolution shall take immediate effect upon passage.

COMMENTS - Current Meeting:

Resolution No. 2024-01 was given a first reading.

RESULT: FIRST READING

Next: 1/22/2024 7:30 PM



City Council
City of Mount Vernon
Mount Vernon, OH 43050

SCHEDULED

RESOLUTION 2024-02

Meeting: 01/08/24 7:30 PM
Dept: Finance and Budget
Seavolt, Mahan
Category: Agreement
Prepared By: Todd Hill
Initiator: Todd Hill
DOC ID: 3929

A RESOLUTION AUTHORIZING THE SALE, BY INTERNET AUCTION DURING CALENDAR YEAR 2024, OF CITY-OWNED PERSONAL PROPERTY WHICH IS NOT NEEDED FOR PUBLIC USE OR WHICH IS OBSOLETE OR UNFIT FOR THE USE FOR WHICH IT WAS ACQUIRED; AND DECLARING AN EMERGENCY.

WHEREAS, pursuant to R.C. 721.15(D), Council for the City of Mount Vernon, Ohio may adopt, during each calendar year, a resolution expressing its intent to sell municipally owned property, regardless of the property's value, by Internet auction. This resolution must include a description of how auctions will be conducted, specifying the number of days for bidding, and stating the general terms and conditions of sale; and

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Mount Vernon, State of Ohio, that:

SECTION 1: During calendar year 2024, City-owned personal property that is not needed for public use, or which is obsolete or unfit for the use for which it was acquired, may be sold at Internet auction.

SECTION 2: All Internet auction sales shall be conducted under the authority and direction of the Safety-Service Director or his designee(s).

SECTION 3: All Internet auction sales shall be conducted by the GovDeals.com Internet auction service, or a similar website.

SECTION 4: All Internet auction sales shall be conducted pursuant to the rules and regulations promulgated and in effect for the Internet auction site. For each Internet auction sale, bidding shall remain open for not less than ten (10) days, including Saturdays, Sundays and legal holidays.

SECTION 5: The City of Mount Vernon shall give notice of the sale by publication on the City's website and social media accounts, or as provided in R.C. 7.16, notice of its intent to sell all unneeded, obsolete or unfit municipal personal property by Internet auction. This notice shall include a summary of the information provided herein and shall be published twice. The second notice shall be published not less than ten (10) nor more than twenty (20) days after the previous notice. A similar notice also shall be posted continually throughout the calendar year in a conspicuous place in the office of the Clerk of Council. The notice also shall be posted continually throughout the calendar year on the City's website.

SECTION 6: All prior legislation, or any parts thereof, which is/are inconsistent with this Resolution is/are hereby repealed as to the inconsistent parts thereof.

SECTION 7: This Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety, and expedite the sale of unneeded municipal personal property, and said Resolution shall, therefore, become effective upon its date of passage and approval by the Mayor, provided that it receives the affirmative vote of two-thirds (2/3) of the members elected to the Council of the City of Mount Vernon; otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

COMMENTS - Current Meeting:

Resolution No. 2024-02 was given a first reading.

RESULT: FIRST READING

Next: 1/11/2024 4:00 PM



City Council
City of Mount Vernon
Mount Vernon, OH 43050

SCHEDULED

RESOLUTION 2024-03

Meeting: 01/08/24 7:30 PM
Dept: Employee and Community Rel.
Woods, Hillier
Category: Community Relations
Prepared By: Todd Hill
Initiator: Todd Hill
DOC ID: 3930

A RESOLUTION OF THE CITY OF MOUNT VERNON, OHIO SUPPORTING THE OHIO COMMISSION FOR THE UNITED STATES SEMIQUINCENTENNIAL (AMERICA 250-OH).

WHEREAS, the Ohio General Assembly and Governor created AMERICA 250-OH in Ohio Revised Code Section 149.309 to plan, encourage, develop and coordinate the commemoration of the 250th anniversary of the United States and Ohio's integral role in that event and the role of its people on the nation's past, present and future; and

WHEREAS, AMERICA 250-OH strives to engage all Ohioans and all 88 counties and their municipalities through a variety of programs, projects and events through 2026 by inspiring future leaders and celebrating Ohio's contributions to the nation over the past 250-plus years; and

WHEREAS, the City of Mount Vernon, Ohio has much to contribute to the nation's 250th anniversary in the areas of history, education, culture, recreation and tourism.

THEREFORE, BE IT RESOLVED that the Council of the City of Mount Vernon, State of Ohio

SECTION 1: Hereby establishes a local AMERICA 250 committee made up of a diverse group of citizens to work with AMERICA 250-OH on any and all activities within the City of Mount Vernon. The participants of the Committee will be strictly voluntary roles and there will be no compensation for participation; and

SECTION 2: Agrees to designate one or more City liaisons within 30 days of the adoption of this Resolution who will serve as points of contact for all local organizations, stakeholders and communities within the City of Mount Vernon; and

SECTION 3: That the Council will allocate \$1,000 to the City's America 250-OH committee to supplement its work; and

SECTION 4: That a copy of this Resolution be sent to the Knox County Commissioners and the AMERICA 250-OH Commission headquartered at 41 S. High St., Suite 250, Columbus, OH 43215.

COMMENTS - Current Meeting:

Resolution No. 2024-03 was given a first reading.

RESULT: FIRST READING

Next: 1/11/2024 4:00 PM



City Council
City of Mount Vernon
Mount Vernon, OH 43050

SCHEDULED

RESOLUTION 2024-04

Meeting: 01/08/24 7:30 PM
Dept: Employee and Community Rel.
Woods, Hillier
Category: Appointment
Prepared By: Todd Hill
Initiator: Todd Hill
DOC ID: 3931

**A RESOLUTION CONFIRMING THE MAYOR'S RE-APPOINTMENT OF SIBLEY POLAND
TO THE HISTORICAL REVIEW COMMISSION FOR A ONE-YEAR TERM, AND
DECLARING AN EMERGENCY.**

BE IT RESOLVED by the Council of the City of Mount Vernon, State of Ohio:

SECTION 1: That the Council confirms the Mayor's re-appointment of Sibley Poland, 307 North Gay Street, Mount Vernon, to the Historical Review Commission for a one-year term, pursuant to Section 1172.04 of the Codified Ordinances of the City of Mount Vernon. The term will commence on January 25, 2024 and expire January 24, 2025.

SECTION 2: This Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety, and for the further reason of ensuring a full membership on the Historical Review Commission, and said Resolution shall, therefore, become effective upon its date of passage and approval by the Mayor, provided that it receives the affirmative vote of two-thirds (2/3) of the members elected to the Council of the City of Mount Vernon; otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

COMMENTS - Current Meeting:

Resolution No. 2024-04 was given a first reading.

RESULT: FIRST READING

Next: 1/11/2024 4:00 PM



City Council
City of Mount Vernon
Mount Vernon, OH 43050

SCHEDULED

RESOLUTION 2024-05

Meeting: 01/08/24 7:30 PM
Dept: Utilities
Ruckman, Keener
Category: Bid/Contract
Prepared By: Todd Hill
Initiator: Todd Hill
DOC ID: 3934

A RESOLUTION AUTHORIZING THE SAFETY-SERVICE DIRECTOR TO ADVERTISE FOR BIDS AND ENTER INTO CONTRACT FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) DAN EMMETT WATER AND SEWER IMPROVEMENTS; AND DECLARING AN EMERGENCY.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Mount Vernon, State of Ohio:

SECTION 1: That the Safety-Service Director for the City of Mount Vernon is hereby authorized and directed to advertise for bids and enter into contract for the Community Development Block Grant (CDBG) Dan Emmett neighborhood water and sewer improvements.

SECTION 2: This Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety, and for the further reason that bids must be solicited to avoid possible cost increases in the future, and said Resolution shall, therefore, become effective upon its date of passage and approval by the Mayor, provided that it receives the affirmative vote of two-thirds (2/3) of the members elected to the Council of the City of Mount Vernon; otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

COMMENTS - Current Meeting:

Resolution No. 2024-05 was given a first reading.

RESULT: FIRST READING

Next: 1/22/2024 7:30 PM