

Legislative Session Minutes

August 12, 2024

COMMITTEE MEETINGS

Mount Vernon City Council
Committee Meeting Schedule
August 12, 2024

6:25-6:36 p.m.	Exec. Session: Property acquisition	Land Use & Development Keener
6:37-6:51 p.m.	Fairgrounds Rd utility improvements	Utilities Ruckman
6:51-7:03 p.m.	West End sanitary sewer project	Utilities Ruckman
7:03-7:16 p.m.	Credit card use policy	Finance & Budget Seavolt

- 08-12-24 Committee Meeting Schedule

MEETING WILL RECESS UNTIL 7:30 P.M.

CALL TO ORDER

Attendee	Title	Status
Janis Seavolt	At Large	Present
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
Amber Keener	At Large	Excused

Seavolt made a motion to excuse Keener, with a second by Woods. Motion to excuse passed by a voice vote of 6-0.

INVOCATION

Marvin Haight, Brandon Baptist Church, performed the invocation.

PLEDGE OF ALLEGIANCE

All recited in unison.

ACCEPTANCE OF MINUTES

- City Council - Legislative Session - Jul 22, 2024 7:30 PM

Seavolt made a motion to accept the minutes from Council's Legislative Session of July 22, 2024, with a second by Woods. Motion to accept passed by a voice vote of 6-0.

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

RECEIVE PETITIONS AND COMMUNICATIONS

None.

RECEIVE COMMITTEE REPORTS

Council accepted without comment the minutes for the Land Use and Development Committee meeting and the three Employee and Community Relations Committee meetings of July 22, 2024.

- 07-22-24 Land Use and Development Committee Meeting Minutes
- 07-22-24A Employee and Community Relations Committee Meeting Minutes
- 02-22-24B Employee and Community Relations Committee Meeting Minutes
- 07-22-24C Employee and Community Relations Committee Meeting Minutes

LIQUOR CONTROL LICENSE

None.

PROCLAMATION

None.

PERSONS SPEAKING ON MATTERS OF CITY CONCERN

Tom Wise, a Vietnam War veteran, read the names of the 14 Knox County residents who were killed in that conflict, and noted that he was responsible for getting banners hung honoring them on the last Memorial Day and Veterans Day, via Experience Mount Vernon. He said he wants the banners displayed in 2025 and 2026 as well, but that it's that agency's policy not to reserve banner space that far in advance. He noted that he is circulating petitions asking Experience Mount Vernon to change its policy and asked for Council to use its influence to do the same. Mayor Matthew Starr noted that the banner program is not run by the City, and Miller suggested revisiting that. Safety-Service Director Tanner Salyers advised that he would facilitate a conversation with Experience Mount Vernon.

RESOLUTIONS FOR THIRD READING

None.

RESOLUTIONS FOR SECOND READING

RESOLUTION NO. 2024-69

A RESOLUTION AUTHORIZING AND DIRECTING THE SAFETY-SERVICE DIRECTOR OF THE CITY OF MOUNT VERNON, OHIO TO ENTER INTO CONTRACT WITH CIVIL AND ENVIRONMENTAL CONSULTANTS, INC. FOR DESIGN OF A WEST END SANITARY SEWER REPLACEMENT PROJECT; AND DECLARING AN EMERGENCY.

Utilities: Ruckman, Miller

Ruckman made a motion to suspend the rule requiring three separate readings of Resolution No. 2024-69, with a second by Miller. Motion to suspend passed by a roll-call vote of 6-0. Ruckman made a motion to adopt Resolution No. 2024-69, with a second by Miller. Motion to adopt passed by a roll-call vote of 6-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	John Ruckman, Second Ward
SECONDER:	Mike Miller, Fourth Ward
AYES:	Seavolt, Woods, Severns, Miller, Mahan, Ruckman
EXCUSED:	Keener

RESOLUTIONS FOR FIRST READING

RESOLUTION NO. 2024-72

A RESOLUTION TO DONATE SURPLUS MOUNT VERNON POLICE DEPARTMENT PROPERTY TO OTHER PUBLIC ENTITIES; AND DECLARING AN EMERGENCY.

Fire, Police and Civil Defense: Mahan, Seavolt

Mahan made a motion to suspend the rule requiring three separate readings of Resolution No. 2024-72, with a second by Seavolt. Motion to suspend passed by a roll-call vote of 6-0. Mahan made a motion to adopt Resolution No. 2024-72, with a second by Seavolt. Police Chief Robert Morgan noted that the City has purchased new radios, which are tied into the MARCS system and awaiting state certification. Meanwhile, the Police Department has no need for 37 old radios, and would like to donate those to other agencies in the County. Motion to adopt passed by a roll-call vote of 6-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Mahan, First Ward
SECONDER:	Janis Seavolt, At Large
AYES:	Seavolt, Woods, Severns, Miller, Mahan, Ruckman
EXCUSED:	Keener

RESOLUTION NO. 2024-73

A RESOLUTION AUTHORIZING THE SAFETY-SERVICE DIRECTOR TO DISPOSE OF VEHICLES IN THE POLICE DEPARTMENT NOT NEEDED FOR PUBLIC USE BY THE CITY OF MOUNT VERNON; AND DECLARING AN EMERGENCY.

Finance and Budget: Seavolt, Woods

Seavolt made a motion to suspend the rule requiring three separate readings of Resolution No. 2024-73, with a second by Woods. Motion to suspend passed by a roll-call vote of 6-0. Seavolt made a motion to adopt Resolution No. 2024-73, with a second by Woods. Police Chief Robert Morgan commented on the legislation. Motion to adopt passed by a roll-call vote of 6-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Janis Seavolt, At Large
SECONDER:	Tammy Woods, Third Ward
AYES:	Seavolt, Woods, Severns, Miller, Mahan, Ruckman
EXCUSED:	Keener

RESOLUTION NO. 2024-74

A RESOLUTION AUTHORIZING THE SAFETY-SERVICE DIRECTOR TO DISPOSE OF VEHICLES IN THE WATER AND WASTEWATER DIVISION NOT NEEDED FOR PUBLIC USE BY THE CITY OF MOUNT VERNON; AND DECLARING AN EMERGENCY.

Finance and Budget: Seavolt, Woods

Seavolt made a motion to suspend the rule requiring three separate readings of Resolution No. 2024-74, with a second by Woods. Motion to suspend passed by a roll-call vote of 6-0. Seavolt made a motion to adopt Resolution No. 2024-74, with a second by Woods. Safety-Service Director Tanner Salyers commented on the legislation. Motion to adopt passed by a roll-call vote of 6-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Janis Seavolt, At Large
SECONDER:	Tammy Woods, Third Ward
AYES:	Seavolt, Woods, Severns, Miller, Mahan, Ruckman
EXCUSED:	Keener

RESOLUTION NO. 2024-75

A RESOLUTION AUTHORIZING THE SAFETY-SERVICE DIRECTOR TO ADVERTISE FOR BIDS AND ENTER INTO CONTRACT FOR THE FAIRGROUNDS ROAD UTILITY IMPROVEMENTS AND RESURFACING PROJECT; AND DECLARING AN EMERGENCY.

Utilities: Ruckman, Miller

Ruckman made a motion to suspend the rule requiring three separate readings of Resolution No. 2024-75, with a second by Miller. Motion to suspend passed by a roll-call vote of 6-0. Ruckman made a motion to adopt Resolution No. 2024-75, with a second by Miller. Motion to adopt passed by a roll-call vote of 6-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	John Ruckman, Second Ward
SECONDER:	Mike Miller, Fourth Ward
AYES:	Seavolt, Woods, Severns, Miller, Mahan, Ruckman
EXCUSED:	Keener

RESOLUTION NO. 2024-76

A RESOLUTION CONFIRMING THE MAYOR'S APPOINTMENT OF PAUL MAYVILLE FOR A SIX (6) YEAR TERM TO THE CIVIL SERVICE COMMISSION; AND DECLARING AN EMERGENCY.

Employee and Community Rel.: Woods, Keener

Woods made a motion to suspend the rule requiring three separate readings of Resolution No. 2024-76, with a second by Mahan. Motion to suspend passed by a roll-call vote of 6-0. Woods made a motion to adopt Resolution No. 2024-76, with a second by Mahan. Mayor Matthew Starr thanked Chip Wendt for his service on the Civil Service Commission, and spoke about the qualifications of Paul Mayville to serve on the commission. Motion to adopt passed by a roll-call vote of 6-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Tammy Woods, James Mahan
AYES:	Seavolt, Woods, Severns, Miller, Mahan, Ruckman
EXCUSED:	Keener

RESOLUTION NO. 2024-77

A RESOLUTION AUTHORIZING AND DIRECTING THE AUDITOR OF THE CITY OF MOUNT VERNON TO MAKE SUPPLEMENTAL APPROPRIATIONS.

Finance and Budget: Seavolt, Woods

Seavolt made a motion to suspend the rule requiring three separate readings of Resolution No. 2024-77, with a second by Woods. Motion to suspend passed by a roll-call vote of 6-0. Seavolt made a motion to adopt Resolution No. 2024-77, with a second by Woods. Auditor Terry Scott commented on the legislation. Motion to adopt passed by a roll-call vote of 6-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Janis Seavolt, At Large
SECONDER:	Tammy Woods, Third Ward
AYES:	Seavolt, Woods, Severns, Miller, Mahan, Ruckman
EXCUSED:	Keener

RESOLUTION NO. 2024-78

A RESOLUTION AUTHORIZING AND DIRECTING THE AUDITOR OF THE CITY OF MOUNT VERNON TO TRANSFER CERTAIN FUNDS.

Finance and Budget: Seavolt, Woods

Seavolt made a motion to suspend the rule requiring three separate readings of Resolution No. 2024-78, with a second by Woods. Motion to suspend passed by a roll-call vote of 6-0. Seavolt made a motion to adopt Resolution No. 2024-78, with a second by Woods. Auditor Terry Scott commented on the legislation, noting that transfers in Public Works are to cover increased wages. Motion to adopt passed by a roll-call vote of 6-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Janis Seavolt, At Large
SECONDER:	Tammy Woods, Third Ward
AYES:	Seavolt, Woods, Severns, Miller, Mahan, Ruckman
EXCUSED:	Keener

RESOLUTION NO. 2024-79

A RESOLUTION AUTHORIZING THE SAFETY-SERVICE DIRECTOR TO ADVERTISE FOR BIDS AND ENTER INTO CONTRACT FOR THE NORTON

STREET WATER LINE EXTENSION PROJECT; AND DECLARING AN EMERGENCY.

Utilities: Ruckman, Miller

Ruckman made a motion to suspend the rule requiring three separate readings of Resolution No. 2024-79, with a second by Miller. Motion to suspend passed by a roll-call vote of 6-0. Ruckman made a motion to adopt Resolution No. 2024-79, with a second by Miller. Motion to adopt passed by a roll-call vote of 6-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	John Ruckman, Second Ward
SECONDER:	Mike Miller, Fourth Ward
AYES:	Seavolt, Woods, Severns, Miller, Mahan, Ruckman
EXCUSED:	Keener

RESOLUTION NO. 2024-80

A RESOLUTION AUTHORIZING THE SAFETY-SERVICE DIRECTOR OF THE CITY OF MOUNT VERNON TO ENTER INTO AN AGREEMENT TO ACQUIRE IN WHOLE OR IN PART A SINGLE PARCEL OF PROPERTY LOCATED WITHIN THE CITY OF MOUNT VERNON; AND DECLARING AN EMERGENCY.

Land Use and Development: Keener, Mahan

Mahan made a motion to suspend the rule requiring three separate readings of Resolution No. 2024-80, with a second by Woods. Motion to suspend passed by a roll-call vote of 6-0. Mahan made a motion to adopt Resolution No. 2024-80, with a second by Woods. Mahan explained that the legislation pertained to the purchase of property for flood mitigation. Motion to adopt passed by a roll-call vote of 6-0.

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

ORDINANCES FOR THIRD READING

None.

ORDINANCES FOR SECOND READING

ORDINANCE NO. 2024-35

AN ORDINANCE TO CREATE A CREDIT CARD USE POLICY FOR THE CITY OF MOUNT VERNON; AND DECLARING AN EMERGENCY.

Finance and Budget: Seavolt, Woods

Ordinance No. 2024-35 was given a second reading.

RESULT: SECOND READING**Next: 8/26/2024 7:30 PM****ORDINANCES FOR FIRST READING****ORDINANCE NO. 2024-36**

AN ORDINANCE ESTABLISHING BENEFITS FOR POLICE AND FIRE
SUPERVISORY PERSONNEL EFFECTIVE JANUARY 1, 2022, AND
DECLARING AN EMERGENCY.

Employee and Community Rel.: Woods, Keener

Ordinance No. 2024-36 was given a first reading. Woods requested a five-minute meeting of the Employee and Community Relations Committee on the legislation for Aug. 26, 2024.

RESULT: FIRST READING**Next: 8/26/2024 7:30 PM****REMARKS FROM THE ADMINISTRATION**

Mayor Matthew Starr provided an update on a collapsed building on West Gambier Street, and added that the property owner had received a notification to clean up the site. He noted that Kevin Mishey and Bill Bridges were honored at the Mount Vernon Music and Arts Festival for their community service, and thanked Chip Wendt for serving on the Civil Service Commission.

Safety-Service Director Tanner Salyers announced that the City will have a Shred Day at the Station Break senior center on Sept. 19, and that there will also be a fall cleanup day on a date yet to be determined.

REMARKS FROM COUNCIL

Woods noted that the Mount Vernon Music and Arts Festival was a success, expressed her appreciation to Tom Wise for his efforts to honor Vietnam War veterans with banners, and asked the administration to caution residents about unscrupulous solicitors in the City.

Miller noted that he will be absent from the Council meeting on Aug. 26. He expressed disappointment that McDaniel CPA pulled out of its agreement to provide payroll services to the City, and requested several documents from the Auditor's office pertaining to late pay, pay adjustments, and unpaid bills and penalties. He also asked for a forensic audit of the Auditor's office over the last three years. He added that no solutions to the payroll issues have been forthcoming from the Auditor's office, asked if there were legal ramifications for the office for not adhering to a resolution of Council, and asked what, if anything, the City owed McDaniel CPA. He added that he would seek a resolution expressing no confidence in the Auditor's office if his requests were not satisfied by Sept. 9. He also voiced regret that he felt compelled to speak out on the issue.

Mahan expressed appreciation to the various department heads for providing updates to Council on department activities, noted that he was disappointed that McDaniel CPA pulled out of its agreement to provide payroll services to the City, and added that the payroll issues need to be fixed.

Severns thanked the Mayor for honoring Bill Bridges with a key to the City at the Mount Vernon Music and Arts Festival, and agreed with Miller that the City's payroll issues need to be fixed.

ADJOURN AT THE CALL OF THE PRESIDENT

Seavolt made a motion to adjourn, with a second by Woods. Meeting adjourned at 8:27 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
August 7, 2024

Mount Vernon City Council Committee Meeting Schedule August 12, 2024

6:25-6:30 p.m.	Executive Session: Property acquisition	Land Use & Development Keener
6:35-6:50 p.m.	Fairgrounds Road utility improvements	Utilities Ruckman
6:50-7:00 p.m.	West End sanitary sewer project	Utilities Ruckman
7:00-7:15 p.m.	Credit card use policy	Finance & Budget Seavolt

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



**Land Use and Development Committee Meeting Minutes
July 22, 2024 – 5:45 p.m. to 5:53 p.m.**

COUNCIL PRESENT:

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

OTHERS IN ATTENDANCE:

Matthew Starr, Mayor
 Rob Broeren, Law Director
 Terry Scott, Auditor
 Brian Ball, Engineer

The committee met in executive session to discuss land acquisition. Keener made a motion to enter into executive session at 5:45 p.m., with a second by Mahan. Motion passed by a roll-call vote of 6-0. Seavolt arrived at 5:52 p.m. Keener made a motion to exit executive session at 5:53 p.m., with a second by Mahan. Motion passed by a roll-call vote of 7-0. No further meetings on the matter were requested.

Respectfully submitted,

Amber Keener, Chair
 Land Use and Development Committee
 Mount Vernon City Council
 AK/th



**Employee and Community Relations Committee Meeting Minutes
Committee Meeting**

July 22, 2024 – 5:59 p.m. to 6:04 p.m.

COUNCIL PRESENT:

Bruce Hawkins, President
Tammy Woods, Third Ward
James Mahan, First Ward
John Ruckman, Second Ward
Mike Miller, Fourth Ward
Amber Keener, At-Large
Janis Seavolt, 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
Denise Neff, HR Director
Aaron Reinhart, Utilities Director
Todd Hill, Clerk
Cheryl Splain, Knox Pages

The committee discussed Ordinance No. 2024-33, to amend Section 141.01 of the Codified Ordinances regarding composition of the Shade Tree and Beautification Commission. Mayor Matthew Starr noted that the Administration would like to increase membership on the commission, which is very active, by two to avoid volunteer burnout, and noted that the Ohio EPA looks favorably upon the planting of trees. Engineer Brian Ball detailed the multi-step process involved in planting trees. Keener expressed support for the legislation and the chair indicated she would make a motion to suspend the rule requiring three separate readings of Ordinance No. 2024-33 when it came up for a first reading at Council's Legislative Session later in the evening. No further meetings on the matter were requested.

Respectfully submitted,

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

TW/th



Employee and Community Relations Committee Meeting Minutes
Committee Meeting
July 22, 2024 – 6:04 p.m. to 6:12 p.m.

COUNCIL PRESENT:

Bruce Hawkins, President
 Tammy Woods, Third Ward
 James Mahan, First Ward
 John Ruckman, Second Ward
 Mike Miller, Fourth Ward
 Amber Keener, At-Large
 Janis Seavolt, 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
 Denise Neff, HR Director
 Aaron Reinhart, Utilities Director
 Todd Hill, Clerk
 Cheryl Splain, Knox Pages

The committee discussed Ordinance No. 2024-34, establishing a Compensation Review Commission for the City. Safety-Service Director Tanner Salyers detailed the goals and mission of the proposed commission, noting that it would allow Council to be involved in wage discussions before seeing legislation. He added that the commission could also provide information that would be helpful in collective bargaining with the unions. Miller spoke in favor of the legislation, and Keener noted that it could be determined later how often the commission would meet. No further meetings were requested on the legislation, which was up for a first reading 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



Employee and Community Relations Committee Meeting Minutes
Committee Meeting
July 22, 2024 – 6:12 p.m. to 6:25 p.m.

COUNCIL PRESENT:

Bruce Hawkins, President
 Tammy Woods, Third Ward
 James Mahan, First Ward
 John Ruckman, Second Ward
 Mike Miller, Fourth Ward
 Amber Keener, At-Large
 Janis Seavolt, 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
 Denise Neff, HR Director
 Aaron Reinhart, Utilities Director
 Todd Hill, Clerk
 Cheryl Splain, Knox Pages

The committee discussed a compensation survey recently completed by the consultant Clemans Nelson. Heidi Miller of the agency detailed how the survey was conducted, and noted that the City's wages were in a good spot following adjustments earlier in the year. She added that it would cost the City about \$22,000 to get all positions to the minimum levels shown in the survey. Safety-Service Director Tanner Salyers noted that it's the goal of the Administration to get all positions to the midpoints as shown in the survey. No further meetings were requested on the matter.

Respectfully submitted,

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

TW/th



City Council
City of Mount Vernon
Mount Vernon, OH 43050

Meeting: 08/12/24 7:30 PM

Dept: Utilities

Ruckman, Miller

Category: Contract

Prepared By: Todd Hill

Initiator: Todd Hill

ADOPTED

RESOLUTION 2024-69

DOC ID: 4066

A RESOLUTION AUTHORIZING AND DIRECTING THE SAFETY-SERVICE DIRECTOR OF THE CITY OF MOUNT VERNON, OHIO TO ENTER INTO CONTRACT WITH CIVIL AND ENVIRONMENTAL CONSULTANTS, INC. FOR DESIGN OF A WEST END SANITARY SEWER REPLACEMENT PROJECT; AND DECLARING AN EMERGENCY.

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

SECTION 1: That the Safety-Service Director for the City of Mount Vernon be and he herewith is authorized and directed to enter into contract with Civil and Environmental Consultants, Inc. for design of a West End sanitary sewer replacement project.

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 to provide uninterrupted sanitary sewer services to the City 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.

HISTORY:

07/22/24

City Council

FIRST READING

Resolution No. 2024-69 was given a first reading. Ruckman requested a 10-minute meeting of the Utilities Committee on the legislation for Aug. 12, 2024.

COMMENTS - Current Meeting:

Ruckman made a motion to suspend the rule requiring three separate readings of Resolution No. 2024-69, with a second by Miller. Motion to suspend passed by a roll-call vote of 6-0. Ruckman made a motion to adopt Resolution No. 2024-69, with a second by Miller. Motion to adopt passed by a roll-call vote of 6-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	John Ruckman, Second Ward
SECONDER:	Mike Miller, Fourth Ward
AYES:	Seavolt, Woods, Severns, Miller, Mahan, Ruckman
EXCUSED:	Amber Keener



City Council
City of Mount Vernon
Mount Vernon, OH 43050

Meeting: 08/12/24 7:30 PM
Dept: Fire, Police and Civil Defense
Mahan, Seavolt
Category: Police
Prepared By: Rob Broeren
Initiator: Todd Hill
DOC ID: 4073

ADOPTED

RESOLUTION 2024-72

**A RESOLUTION TO DONATE SURPLUS MOUNT VERNON POLICE DEPARTMENT
PROPERTY TO OTHER PUBLIC ENTITIES; AND DECLARING AN EMERGENCY.**

WHEREAS, the Ohio Constitution grants certain Home Rule powers to municipalities, including the ability to donate municipal property to another public body if the donation would constitute a public municipal purpose;

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

SECTION 1: That the Council finds that the City of Mount Vernon Police Department owns 24 Kenwood model TK-5430 radios that are no longer needed for public use. Council also finds that the value of the equipment is in excess of \$1,000.00.

SECTION 2: That the Council finds that donating this equipment to another public body would constitute a public municipal purpose, and that the Mount Vernon Municipal Court Probation Department, the Knox County Court of Common Pleas Adult Probation Department, Knox County 911 Dispatch, Knox County Emergency Management Agency, the Village of Fredericktown Police Department and the Village of Danville Police Department are public bodies.

SECTION 3: That the Safety Service Director for the City of Mount Vernon be authorized and directed to donate the 24 Kenwood model TK-5430 radios as follows:

Mount Vernon Municipal Court Probation Department - 5 radios
Knox County Court of Common Pleas Adult Probation Department - 2 radios
Knox County 911 Dispatch - 3 radios
Knox County Emergency Management Agency - 6 radios
Village of Fredericktown Police Department- 4 radios
Village of Danville Police Department.- 4 radios

SECTION 4: 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 expediting the transfer of this equipment will assist the other public bodies in providing safety services to the people of Knox County, Ohio, 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:

Mahan made a motion to suspend the rule requiring three separate readings of Resolution No. 2024-72, with a second by Seavolt. Motion to suspend passed by a roll-call vote of 6-0. Mahan made a motion to adopt Resolution No. 2024-72, with a second by Seavolt. Police Chief Robert Morgan noted that the City has purchased new radios, which are tied into the MARCS system and awaiting state certification. Meanwhile, the Police Department has no need for 37 old radios, and would like to donate those to other agencies in the County. Motion to adopt passed by a roll-call vote of 6-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Mahan, First Ward
SECONDER:	Janis Seavolt, At Large
AYES:	Seavolt, Woods, Severns, Miller, Mahan, Ruckman
EXCUSED:	Amber Keener



City Council
City of Mount Vernon
Mount Vernon, OH 43050

ADOPTED

RESOLUTION 2024-73

Meeting: 08/12/24 7:30 PM
Dept: Finance and Budget
Seavolt, Woods
Category: Finance
Prepared By: Rob Broeren
Initiator: Todd Hill
DOC ID: 4074

A RESOLUTION AUTHORIZING THE SAFETY-SERVICE DIRECTOR TO DISPOSE OF VEHICLES IN THE POLICE DEPARTMENT NOT NEEDED FOR PUBLIC USE BY THE CITY OF MOUNT VERNON; AND DECLARING AN EMERGENCY.

WHEREAS, Ohio Revised Code Sections 721.01 and 721.15 authorize municipalities to dispose of personal property and vehicles no longer needed for municipal use.

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

SECTION 1: That the Council finds that the City of Mount Vernon Police Department owns the following vehicles that are no longer needed for public use. Council also finds that the value of the vehicles are in excess of \$1,000.00.

- 1) 2002 Red Chrysler Sebring VIN 1C3EL46X42N216159
- 2) 2004 Blue Cadillac CTS VIN 1G6DM577840163963
- 3) 2001 Red Suzuki VS8000 VIN JS1VS52A112102197
- 4) 2009 Blue Chevy AVEO VIN KL1TG66EX9B391665
- 5) 2003 White Honda Accord VIN 1HGCM56623A037903
- 6) 2011 Black Hyundai Genesis VIN KMHGC4DE3BU130719
- 7) 2008 Maroon Honda Civic VIN 1HGFA16818L011630
- 8) 2002 Blue Ford E-150 VIN 1FMRE11W12HA31940

SECTION 2: That the Safety-Service Director for the City of Mount Vernon be authorized and directed to sell or dispose of the vehicles pursuant to any method authorized by Revised Code Section 721.15.

SECTION 3: 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 expediting the sale or trade of these items to return the proceeds to constructive use by the City, 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:

Seavolt made a motion to suspend the rule requiring three separate readings of Resolution No. 2024-73, with a second by Woods. Motion to suspend passed by a roll-call vote of 6-0. Seavolt made a motion to adopt Resolution No. 2024-73, with a second by Woods. Police Chief Robert Morgan commented on the legislation. Motion to adopt passed by a roll-call vote of 6-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Janis Seavolt, At Large
SECONDER:	Tammy Woods, Third Ward
AYES:	Seavolt, Woods, Severns, Miller, Mahan, Ruckman
EXCUSED:	Amber Keener



City Council
City of Mount Vernon
Mount Vernon, OH 43050

ADOPTED

RESOLUTION 2024-74

Meeting: 08/12/24 7:30 PM
Dept: Finance and Budget
Seavolt, Woods
Category: Finance
Prepared By: Rob Broeren
Initiator: Todd Hill
DOC ID: 4077

A RESOLUTION AUTHORIZING THE SAFETY-SERVICE DIRECTOR TO DISPOSE OF VEHICLES IN THE WATER AND WASTEWATER DIVISION NOT NEEDED FOR PUBLIC USE BY THE CITY OF MOUNT VERNON; AND DECLARING AN EMERGENCY.

WHEREAS, Ohio Revised Code Sections 721.01 and 721.15 authorize municipalities to dispose of personal property and vehicles no longer needed for municipal use.

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

SECTION 1: That the Council finds that the City of Mount Water and Wastewater Division owns the following vehicles that are no longer needed for public use. Council also finds that the value of the vehicle is in excess of \$1,000.00.

- 1) 1999 Chevy 3500 Express Van VIN 1GCHG35F9X1111518
- 2) 2006 F550 Super Duty Dump Truck VIN 1FDAW56P87EA02625
- 3) 2006 Ford E350 Van VIN 1FDSE35LX7DA05719
- 4) 2007 Chevy Express Van VIN 1GLGG25C881156463

SECTION 2: That the Safety-Service Director for the City of Mount Vernon be authorized and directed to sell or dispose of the vehicles pursuant to any method authorized by Revised Code Section 721.15.

SECTION 3: 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 expediting the sale or trade of these items to return the proceeds to constructive use by the City, 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:

Seavolt made a motion to suspend the rule requiring three separate readings of Resolution No. 2024-74, with a second by Woods. Motion to suspend passed by a roll-call vote of 6-0. Seavolt made a motion to adopt Resolution No. 2024-74, with a second by Woods. Safety-Service Director Tanner Salyers commented on the legislation. Motion to adopt passed by a roll-call vote of 6-0.

RESULT: **ADOPTED [UNANIMOUS]**
MOVER: Janis Seavolt, At Large
SECONDER: Tammy Woods, Third Ward
AYES: Seavolt, Woods, Severns, Miller, Mahan, Ruckman
EXCUSED: Amber Keener



City Council
City of Mount Vernon
Mount Vernon, OH 43050

Meeting: 08/12/24 7:30 PM

Dept: Utilities

Ruckman, Miller

Category: Bid/Contract

Prepared By: Rob Broeren

Initiator: Todd Hill

ADOPTED

RESOLUTION 2024-75

DOC ID: 4079

A RESOLUTION AUTHORIZING THE SAFETY-SERVICE DIRECTOR TO ADVERTISE FOR BIDS AND ENTER INTO CONTRACT FOR THE FAIRGROUNDS ROAD UTILITY IMPROVEMENTS AND RESURFACING PROJECT; 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 a contract for the Fairgrounds Road Utility Improvements and Resurfacing Project.

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 as soon as possible 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:

Ruckman made a motion to suspend the rule requiring three separate readings of Resolution No. 2024-75, with a second by Miller. Motion to suspend passed by a roll-call vote of 6-0. Ruckman made a motion to adopt Resolution No. 2024-75, with a second by Miller. Motion to adopt passed by a roll-call vote of 6-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	John Ruckman, Second Ward
SECONDER:	Mike Miller, Fourth Ward
AYES:	Seavolt, Woods, Severns, Miller, Mahan, Ruckman
EXCUSED:	Amber Keener



City Council
City of Mount Vernon
Mount Vernon, OH 43050

Meeting: 08/12/24 7:30 PM
Dept: Employee and Community Rel.
Woods, Keener
Category: Appointment
Prepared By: Todd Hill
Initiator: Todd Hill
DOC ID: 4076

ADOPTED

RESOLUTION 2024-76

A RESOLUTION CONFIRMING THE MAYOR'S APPOINTMENT OF PAUL MAYVILLE FOR A SIX (6) YEAR TERM TO THE CIVIL SERVICE COMMISSION; 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 Council for the City of Mount Vernon confirms the Mayor's appointment of Paul Mayville, 407 E. Vine St., Mount Vernon, Ohio to the Civil Service Commission, for a six (6) year term, commencing immediately, and ending August 12, 2030.

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 an emergency exists in the usual daily operation of the various departments of the municipal government 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:

Woods made a motion to suspend the rule requiring three separate readings of Resolution No. 2024-76, with a second by Mahan. Motion to suspend passed by a roll-call vote of 6-0. Woods made a motion to adopt Resolution No. 2024-76, with a second by Mahan. Mayor Matthew Starr thanked Chip Wendt for his service on the Civil Service Commission, and spoke about the qualifications of Paul Mayville to serve on the commission. Motion to adopt passed by a roll-call vote of 6-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Tammy Woods, James Mahan
AYES:	Seavolt, Woods, Severns, Miller, Mahan, Ruckman
EXCUSED:	Amber Keener



City Council
City of Mount Vernon
Mount Vernon, OH 43050

ADOPTED

RESOLUTION 2024-77

Meeting: 08/12/24 7:30 PM
Dept: Finance and Budget
Seavolt, Woods
Category: Finance
Prepared By: Terry Scott
Initiator: Todd Hill
DOC ID: 4080

A RESOLUTION AUTHORIZING AND DIRECTING THE AUDITOR OF THE CITY OF MOUNT VERNON TO MAKE SUPPLEMENTAL APPROPRIATIONS.

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

SECTION 1: That the Auditor for the City of Mount Vernon be, and he herewith is, authorized and directed to make supplemental appropriations as follows:

1. To Account 226.2150.53214, Maintenance of Equipment, in the amount of \$7,000.00.
2. To Account 226.2100.52126, Medicare & Social Security, in the amount of \$12,000.00.
(Exceeded Estimated Revenues - Fire Service Contract-College Twp.)
3. To Account 101.2320.54111, Services Received, in the amount of \$6,516.91.
(Refund from Ohio Bureau of Workers' Compensation)
4. To Account 101.1780.51112, Special Docket-FY25, in the amount of \$35,000.00.
(Grant-Mental Health & Recovery for Licking/Knox Counties)
5. To Account 224.2100.55511, Fire-Equipment, in the amount of \$43.80.
(Proceeds from the Sale of Scrapped Metals)

SECTION 2: This Resolution provides for appropriations for the current expenses of the City, and therefore, pursuant to Revised Code Section 731.20, it shall become effective upon its date of passage and approval by the Mayor.

COMMENTS - Current Meeting:

Seavolt made a motion to suspend the rule requiring three separate readings of Resolution No. 2024-77, with a second by Woods. Motion to suspend passed by a roll-call vote of 6-0. Seavolt made a motion to adopt Resolution No. 2024-77, with a second by Woods. Auditor Terry Scott commented on the legislation. Motion to adopt passed by a roll-call vote of 6-0.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Janis Seavolt, At Large
SECONDER: Tammy Woods, Third Ward
AYES: Seavolt, Woods, Severns, Miller, Mahan, Ruckman
EXCUSED: Amber Keener



City Council
City of Mount Vernon
Mount Vernon, OH 43050

ADOPTED

RESOLUTION 2024-78

Meeting: 08/12/24 7:30 PM
Dept: Finance and Budget
Seavolt, Woods
Category: Finance
Prepared By: Terry Scott
Initiator: Todd Hill
DOC ID: 4081

A RESOLUTION AUTHORIZING AND DIRECTING THE AUDITOR OF THE CITY OF MOUNT VERNON TO TRANSFER CERTAIN FUNDS.

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

SECTION 1: That the Auditor for the City of Mount Vernon be, and he herewith is, authorized and directed to transfer funds as follows:

1. From Account 101.2500.51112, PB&L Employees, to Account 101.2500.51111, Superintendent, in the amount of \$15,000.00.
2. From Account 101.2600.51112, Parks Employees, to Account 101.2600.51111, Superintendent, in the amount of \$10,000.00.
3. From Account 201.2900.51112, Employees, to Account 201.2900.51111, Superintendent & Foreman, in the amount of \$18,000.00.
4. From Account 201.3100.51112, Clerk & Employees, to Account 204.3100.51111, Superintendent, in the amount of \$9,500.00.
5. From Account 101.1800.51111, Merit System Administrator, to Account 101.2320.53111, Dues/Supplies, in the amount of \$2,649.28.

SECTION 2: This Resolution provides for appropriations for the current expenses of the City, and therefore, pursuant to Revised Code Section 731.30, it shall become effective upon its date of passage and approval by the Mayor.

COMMENTS - Current Meeting:

Seavolt made a motion to suspend the rule requiring three separate readings of Resolution No. 2024-78, with a second by Woods. Motion to suspend passed by a roll-call vote of 6-0. Seavolt made a motion to adopt Resolution No. 2024-78, with a second by Woods. Auditor Terry Scott commented on the legislation, noting that transfers in Public Works are to cover increased wages. Motion to adopt passed by a roll-call vote of 6-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Janis Seavolt, At Large
SECONDER:	Tammy Woods, Third Ward
AYES:	Seavolt, Woods, Severns, Miller, Mahan, Ruckman
EXCUSED:	Amber Keener



City Council
City of Mount Vernon
Mount Vernon, OH 43050

ADOPTED

RESOLUTION 2024-79

Meeting: 08/12/24 7:30 PM
Dept: Utilities
Ruckman, Miller
Category: Bid/Contract
Prepared By: Todd Hill
Initiator: Todd Hill
DOC ID: 4082

A RESOLUTION AUTHORIZING THE SAFETY-SERVICE DIRECTOR TO ADVERTISE FOR BIDS AND ENTER INTO CONTRACT FOR THE NORTON STREET WATER LINE EXTENSION PROJECT; 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 a contract for the Norton Street Water Line Extension Project.

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 as soon as possible to avoid possible cost increases in the future and to meet the statutory deadlines for encumbering ARPA funds, 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:

Ruckman made a motion to suspend the rule requiring three separate readings of Resolution No. 2024-79, with a second by Miller. Motion to suspend passed by a roll-call vote of 6-0. Ruckman made a motion to adopt Resolution No. 2024-79, with a second by Miller. Motion to adopt passed by a roll-call vote of 6-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	John Ruckman, Second Ward
SECONDER:	Mike Miller, Fourth Ward
AYES:	Seavolt, Woods, Severns, Miller, Mahan, Ruckman
EXCUSED:	Amber Keener



City Council
City of Mount Vernon
Mount Vernon, OH 43050

ADOPTED

RESOLUTION 2024-80

Meeting: 08/12/24 7:30 PM
Dept: Land Use and Development
Keener, Mahan
Category: Land/Property Acquisition
Prepared By: Rob Broeren
Initiator: Todd Hill
DOC ID: 4075

A RESOLUTION AUTHORIZING THE SAFETY-SERVICE DIRECTOR OF THE CITY OF MOUNT VERNON TO ENTER INTO AN AGREEMENT TO ACQUIRE IN WHOLE OR IN PART A SINGLE PARCEL OF PROPERTY LOCATED WITHIN THE CITY OF MOUNT VERNON; 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 be and herewith is authorized and directed to enter into an agreement to acquire, by either purchase or accept by donation, either in whole or in part, the following piece of property with permanent parcel number 66-09399.000.

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 to allow the City to begin acquiring this property as expeditiously as possible, 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:

Mahan made a motion to suspend the rule requiring three separate readings of Resolution No. 2024-80, with a second by Woods. Motion to suspend passed by a roll-call vote of 6-0. Mahan made a motion to adopt Resolution No. 2024-80, with a second by Woods. Mahan explained that the legislation pertained to the purchase of property for flood mitigation. Motion to adopt passed by a roll-call vote of 6-0.

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



**City Council
City of Mount Vernon
Mount Vernon, OH 43050**

SCHEDULED

ORDINANCE 2024-35

Meeting: 08/12/24 7:30 PM
Dept: Finance and Budget
Seavolt, Woods
Category: Finance
Prepared By: Rob Broeren
Initiator: Todd Hill
DOC ID: 4067

AN ORDINANCE TO CREATE A CREDIT CARD USE POLICY FOR THE CITY OF MOUNT VERNON; AND DECLARING AN EMERGENCY.

WHEREAS, the City of Mount Vernon recognizes that the use of a credit card is for the efficient acquisition of goods or services solely for the benefit of the operation of the City. The City also recognizes the additional risk inherent with credit card usage. The absence of an appropriate credit card policy and of thorough monitoring of credit card activity increases the risk of unauthorized and/or otherwise improper expenditures that do not further the public purpose of the entity and are likely to result in audit findings or other sanctions; and

WHEREAS, House Bill (H.B.) 312 of the 132nd General Assembly, sets forth regulations and requirements for local government entities and political subdivisions to adopt a written policy for the use of credit card accounts prior to the acquisition of any such cards; and

WHEREAS, H.B. 312 establishes new safeguards for credit card use and seeks to reduce credit card abuse for all local government entities and citizens across Ohio; and

WHEREAS, specifically, H.B. 312 requires the City to adopt a written policy for the use of credit card accounts addressing all of the following: (1) the officer or positions authorized to use a credit card account; (2) the types of expenses for which a credit card account may be used; (3) the procedure for acquisition, use, and management of a credit card account; (4) the procedure for submitting itemized receipts; (5) the procedure for credit card issuance, re-issuance, cancellation, and the procedure for reporting lost or stolen credit cards; (6) each credit card account's maximum credit limit; and (7) the actions or omissions by an officer or employee that qualify as misuse of a credit card account.

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

SECTION 1: Council adopts the "City of Mount Vernon, Ohio Credit Card Policy" as set forth in the attached Exhibit A.

SECTION 2: 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 the policy must be adopted prior to the City acquiring a credit card pursuant to HB 312, 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 in force from and after the earliest period allowed by law.

Ordinance 2024-35

Meeting of August 12, 2024

HISTORY:

07/22/24

City Council

FIRST READING

Ordinance No. 2024-35 was given a first reading. Seavolt requested a 15-minute meeting of the Finance and Budget Committee on the legislation for Aug. 12, 2024.

COMMENTS - Current Meeting:

Ordinance No. 2024-35 was given a second reading.

RESULT: SECOND READING**Next: 8/26/2024 7:30 PM**

THE CITY OF MOUNT VERNON CREDIT CARD POLICY

The City of Mount Vernon hereby authorizes the issuance and use of a credit card(s) for official municipal business purposes.

As used in this policy "credit card account" means any bank-issued credit card account, store-issued credit card account, financial institution-issued credit card account, financial depository-issued credit card account, affinity credit card account, or any other card account allowing the holder to purchase goods or services on credit or to transact with the account, and any debit or gift card account related to the receipt of grant moneys. "Credit card account" does not include a procurement card account, gasoline or telephone credit card account, or any other card account where merchant category codes are in place as a system of control for use of the card account.

Section 1: Authorized users

The Mayor and Safety-Service Director, along with any member of the Safety or Service Departments authorized by the Safety-Service Director, are authorized to use the City's credit card account. Before receiving authorization to use the City credit card, authorized officers or employees must complete a written acknowledgement of this policy.

Section 2: Authorized expenses

The credit card issued to the Safety Service Office shall be utilized exclusively for the procurement of necessary goods and services directly related to the operation and functions of the Safety Service Office, including but not limited to:

1. Purchasing equipment and supplies.
2. Payment for training programs, seminars, and conferences.
3. Payment for necessary administrative expenses such as office supplies and communication.

Section 3: Procedure for acquisition, use, and management of a credit card account

The Safety Service Office shall ensure that the credit card is used responsibly and solely for official municipal business purposes. Personal expenditures or unauthorized transactions are strictly prohibited.

All credit cards shall be paid in full by the due date - to avoid interest charges.

Section 4: Procedure for submitting itemized receipts

The City recognizes that the credit card provides convenience to employees in acquiring goods and services for the City. The City also recognizes the additional risk inherent with credit card usage.

For individual expenditures, the expense must fall within pre-approved budgets. Itemized receipts must be turned in to the Auditor within two (2) business days along with a purchase order designating the account(s) from which the funds are to be drawn. If an officer or employee is out of town during the expenditure, signed receipts should be turned in within two (2) business days of returning to work along with a purchase order designating the account(s) from which the funds are to be drawn.

Section 5: Procedure for credit card issuance, reissuance, cancellation, and the procedure for reporting lost or stolen credit cards

In order to open a new credit card account a written request must be made to the Auditor. The name of the City shall appear on the Credit Card Account(s).

The Auditor is responsible for administration of City credit cards, including, but not limited to, selection of card provider, payment of credit card bills, and managing issuance of cards.

Officers and employees must surrender all City credit cards upon their separation of employment or service from the City or when requested by the Safety-Service Director or Auditor.

In the event the card is lost or stolen, the cardholder must notify the Auditor as soon as reasonably possible. The employee is to assist the Auditor in identifying and resolving any charges made to the account.

An open credit card Account maybe cancelled by the Safety-Service Director and Auditor.

Section 6: Credit card's maximum credit limit

Each credit card shall have a minimum limit of \$5,000.00 and a maximum limit of \$10,000.00.

Section 7: Actions or omissions by an officer or employee that qualify as misuse of a credit card account

The use of a City credit card account for expenses beyond those authorized by this Policy, or any failure to comply with this Policy, constitutes misuse of a credit card account.

1. Criminal Penalty

An officer or employee of the political subdivision or a public servant as defined under section 2921.01 of the Revised Code who knowingly misuses a credit card account held by the City violates section 2913.21 of the Revised Code, as well as any other applicable criminal penalty.

2. Disciplinary Action

Misuse of a credit card account may also subject an officer or employee of the City to disciplinary action.

3. Liability

The officer or employee is liable in person and upon any official bond the officer or employee has given to the political subdivision to reimburse the treasury the amount for which the officer or employee does not provide itemized receipts in accordance with this policy and/or for any other unauthorized use of a “credit card” as established by this policy.

Section 8: Compliance

The Mayor shall appoint a compliance officer. The compliance officer cannot be the Auditor or any person who uses or can authorize another person to use the City's credit card account.

At least quarterly, the compliance officer and Council shall review the number of cards and accounts issued, the number of active cards and accounts issued, the cards' and accounts' expiration dates, and the cards' and accounts' credit limits.

Section 9: Credit Card Rewards

Annually, the Auditor shall file a report with Council detailing all rewards received based on the use of the City's credit card account.



City Council
City of Mount Vernon
Mount Vernon, OH 43050

SCHEDULED

ORDINANCE 2024-36

Meeting: 08/12/24 7:30 PM
Dept: Employee and Community Rel.
Woods, Keener
Category: Police
Prepared By: Rob Broeren
Initiator: Todd Hill
DOC ID: 4071

AN ORDINANCE ESTABLISHING BENEFITS FOR POLICE AND FIRE SUPERVISORY PERSONNEL EFFECTIVE JANUARY 1, 2022, AND DECLARING AN EMERGENCY.

SECTION 1: That the authorized police and fire supervisory positions:

Police Chief:
Assistant Police Chief (fka Police Captain)
Fire Chief
Assistant Fire Chief

are entitled to the benefits as listed below.

SECTION 2: This Police Chief and Assistant Police Chief shall be entitled to the following benefits, on the same terms granted to police personnel in the Collective Bargaining Agreement between the City of Mount Vernon and the FOP Ohio Labor Council: Jury and Witness Duty Pay (Art 15), Holidays, (Art. 22), Vacation (Art 23), Personal Leave (Art 24), Sick Leave (Art 26), Bereavement Leave (Art 27), Injury Leave (Art. 28), Training Programs (Art 30), Healthcare Benefits (Art. 31), Uniforms (Art 32), Pension Contributions (Art. 36), Leaves of Absence (Art 41), and Tuition Reimbursement (Art. 45).

SECTION 3: This Fire Chief and Assistant Fire Chief shall be entitled to the following benefits, on the same terms granted to fire personnel in the Collective Bargaining Agreement between the City of Mount Vernon and the IAFF Ohio Association of Professional Firefighters: Jury and Witness Duty Pay (Art 15), Holidays, (Art. 22), Vacation (Art 23), Personal Leave (Art 24), Sick Leave (Art 26), Bereavement Leave (Art 27), Injury Leave (Art 28), Training Programs (Art 30), Hospitalization and Medical Insurance (Art. 31), Uniforms (Art 32), OP&F Contributions (Art 37), Family and Medical Leave (Art 39), Leaves of Absence (Art 41), and Tuition Reimbursement (Art 44). Benefit hours that are established for 48-hour or 56-hour work week, if no 40-hour benefit levels are indicated in the agreement.

SECTION 4: This ordinance shall be effective retroactive to January 1, 2022.

SECTION 5: Any preceding ordinance governing benefits for police and fire supervisory personnel are hereby repealed.

SECTION 6: This Ordinance is declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety and for the further reason to restore previously agreed upon benefits for the fire and police supervisory personnel, 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:

Ordinance No. 2024-36 was given a first reading. Woods requested a five-minute meeting of the Employee and Community Relations Committee on the legislation for Aug. 26, 2024.

RESULT: FIRST READING

Next: 8/26/2024 7:30 PM