

Council of the Village of Mariemont, Ohio
April 26, 2021
Agenda

1. Call to Order
2. Roll Call
- 3a. Presentation from Columbia Township re: Renovation of Madison Place Fire House: Brian Lamar and Melissa Taylor
3. Minutes Regular Council Meeting April 12, 2021
4. Communications: (Council has copies except those marked **. (These are in the Village Office for Perusal)

*Assistant Fiscal Officer Wendler: March 2021 Treasurer's Monthly Report

*From Administration Office: 2021 Trash Sticker Buy Back Form and Instructions

5. **Permission to Address Council (If addressing Council with prepared notes/speech please leave a copy with Mrs. Van Pelt for accurate minutes)**

6. Motion to Pay the Bills:

****Committee agenda items to be discussed at this meeting are in bold and italics below****

Rules and Law:

- ✚ Installation of Solar Panels (3-26-18) ****Target Date 3-19-20**** (Tabled 2-24-20)
(Un-tabled 4-12-21)
- ✚ Review Signage Legislation (Per Building Department) (1-11-21)
- ✚ Port-o-Let Placement Process and Guidelines (2-8-21)
- ✚ Assist Update to Employee Policy Handbook (4-12-21)
- ✚ Fences Related to Corner Properties and ***Chain Link Fences (3-22-21)***
- ✚

Health and Recreation:

- ✚ Walking Path Whiskey Creek (3-25-19) ****Target Date May 31, 2020****
- ✚ Dale Park Hillside Conservation (3-25-19) ****Target Date October 31, 2020**
- ✚ Review Process for Naming and Use of Village Properties (12-16-19)
- ✚ Creation of Waldorf Neighborhood Advisory Group (10-12-20)
- ✚ Future Study Bell Tower Restrooms (3-8-21)
- ✚ Age Requirement/Policy for Pool (3-8-21)(4-12-21)
- ✚ Consumption of Alcohol at Certain Pool Events for 2021 (4-12-21)
- ✚ ***Review Proposals for Tree and Landscape Work at the Pool (4-12-21)***
- ✚ ODNR Nature Works Grant Program Application Due June 1, 2021 (4-12-21)
- ✚ Review Process Being Followed for Formal Acceptance of Contracts and Issuance of Purchase Orders for Projects Already Approved by Council (4-12-21)

✚ *Donation Playset at Pool (4-12-21)*

Finance:

- ✚ Explore Financial Incentives for Local Businesses (12-21-20)
- ✚ *Organizational Structure of the Village and Assessing need for Village Administrator (1-11-21) (2-8-21) (4-26-21)*
- ✚ *Healthcare Renewal for Full-Time Employees (3-22-21)*
- ✚ *Building Department Zoning Officer (4-12-21)*
- ✚ *Salary Ordinance Change for School Resource Officer (4-12-21)*

Safety:

- ✚ Establish Process of Traffic Speed Concerns: Settle Road, Petoskey Avenue, Miami Road Hill and South Miami Road (7-13-20)
- ✚ Crosswalk Lighting (12-21-20)
- ✚ Speed Table Miami Road Hill (4-12-21)

Planning and Zoning & Economic Development

- ✚ Building Tear Down Aesthetics (9-10-18) ****Target Date 11-2020****
- ✚ Work with MPF Task Force To Take Proactive Steps To Preserve Village Architectural Heritage (4-18-19) (1-27-20) ****Target Date 1-2021****
- ✚ Business Economic Development in the Village (4-13-20) (Moved from Committee of the Whole 5-13-19) ****Ongoing****
- ✚ Creation of CRA Council (2-25-19) ****Target Date 11-2020**** Transferred From Public Works (6-22-20)

Public Works and Service:

- ✚ Governmental Aggregation (5-28-19) *(Tabled 10-12-20)*
- ✚ Murray Avenue Repairs (Partner with Columbia Township) (June 10, 2019) ****Target Date Spring 2020****

Committee of the Whole:

- ✚ Municipal Building Renovations/Additions For Police/Fire/Administration/Building Departments (9-10-18) ****Target Date June 2021****

7. Miscellaneous:

- ✚ Village Office's will be Closed in Observation of Memorial Day Monday May 31, 2021
- ✚ Painting Lamp Posts in Mariemont (explore Wooster Pike plus rest of the Village)
- ✚ Audit Committee Recommendations – 3 Nominations
- ✚ Decision on Hiring a Consultant for Assessing Fire Department Opportunities (including choosing to stay as is)
- ✚ Forming a Resident Committee to Help in assessing any fire department opportunities. What role this Committee would play and Help Create a Charter for the Group. Once the Charter is aligned, talk with Potential Members for the Committee. Process to Start in May.

8. Resolutions:

- ⚡ “Resolution Declaring the Necessity of Levying a Tax in Excess of the 10 Mill Limitation for Permanent Improvements and Requesting the County Auditor to Certify Matters in Connection Therewith” (Third Reading)
- ⚡ “Authorizing Purchase of Mayor’s Court Software from the Baldwin Group, In. (BGI) (Second Reading)
- ⚡ “To Authorize the Recodification of the Mariemont Code of Ordinances” (Second Reading)
- ⚡ “Fixing A Time For Public Hearing On The 2022 Budget” (First Reading)
- ⚡ “Authorizing Subscription to Lexipol Software to Assist Police and Fire Departments” (First Reading)
- ⚡ To Accept Bid of Supreme Scapes for Mulching Required Areas of the Village” (First Reading)
- ⚡ “Resolution Appointing Members to the Tree Advisory Board” (First Reading)

9. Ordinances:

- ⚡ “An Ordinance Amending Ordinance No. O-32-98 Establishing a Restricted Computer Fund, Herein Called “Mayor’s Court Computer Fund” (Second Reading)
- ⚡ “To Amend Ordinance O-17-21 of the Mariemont Code of Ordinances to Increase Payment for Employees; And To Declare Emergency” (*Requires Three Readings*)

**Village of Mariemont
Regular Council Meeting
April 12, 2021**

Mayor Brown called the meeting to order at 6:33 p.m. Present was Mr. Bartlett. Virtually present due to the COVID-19 pandemic were Mrs. Graves, Dr. Lewis, Mrs. Rankin, Ms. Palazzolo, Mr. Stelzer, Fiscal Officer Borgerding, Engineer Ertel, Building Department Assistant Aileen Beatty, Assistant Fire Chief Feichtner, Solicitor Ed McTigue and Superintendent Scherpenberg.

Mr. Bartlett asked that the Council minutes from March 22, 2021 be amended to read regarding the Consulting Groups "Mrs. Rankin pointed out that Kramer's proposal also says they will meet with all stakeholders". Mrs. Rankin moved, seconded by Mr. Bartlett to amend the minutes. On roll call; five ayes, no nays (Mr. Graves abstained due to her absence from the meeting). Mr. Bartlett moved, seconded by Dr. Lewis to accept the amended minutes. On roll call; five ayes, no nays (Mrs. Graves abstained due to her absence from the meeting).

Mr. Rankin moved, seconded by Mr. Bartlett to amend the minutes for the Council meeting March 8, 2021. On roll call; five ayes, no nays.

Mr. Bartlett moved, seconded by Mrs. Rankin to accept the amended minutes for the Council meeting March 8, 2021. On roll call; five ayes, no nays.

Mr. Stelzer asked that the minutes of the Special Meeting of Council March 26, 2021 be amended to read "which allows monies for landscaping of \$89,852" and change "Tom Schmidt to Tony Schmidt". Mrs. Rankin moved, seconded by Mr. Bartlett to amend the minutes of the March 26, 2021 Special Meeting of Council. On roll call; five ayes, no nays (Mrs. Graves abstained due to her absence). Mr. Bartlett moved, seconded by Ms. Palazzolo to accept the amended minutes. On roll call; five ayes, no nays (Mrs. Graves abstained due to her absence).

Communications:

*From Police Chief Hines: March 2021 Monthly Report. Mayor Brown noted that there was a nice Letter of Commendation for Officer Steve Watt and his mutual aid assistance with the Fairfax Police Department.

*From Assistant Fire Chief Feichtner: March 2021 Monthly Report

*From Service Superintendent Scherpenberg: March 2021 Monthly Report. He said regarding the resident email about Grass Cor not cutting the area of Patriot Park. The resident cut the grass and Grass Cor thought it was done by one of their crews. Kevin Schmid has talked with all the crews from GrassCor, and he talked with Alex from Grass Cor. He has been in contact with the resident who made the complaint. Once a week grass cutting will result in higher grass between cuttings. Mr. Stelzer said there was an allegation made in the email that there was a fall off at the end of last year. Superintendent Scherpenberg said because of the tree lighting the Village is not mowed the last week of November. Instead they come in December to cut certain parcels. Grass Cor is complying with the contract signed last year and this year based on what we have asked them to do. He will reach out to the resident.

*From Tax Administrator Darrah: March 2021 Monthly Report

*From Council Member Stelzer: Email Dated April 8, 2021 re: Health and Recreation Committee Assignments. Mayor Brown referred the following: Allow the consumption of alcohol at certain pool events during the 2021 pool season; Minimum age to attend the pool unaccompanied by an adult; review proposals for tree and landscaping work at the pool; Submission of application for ODNR NatureWorks Grant Program; Review Process for acceptance of contracts and issuance of purchase orders and Resident donation of playset for the pool.

Permission To Address Council:

Mr. Paul Mace, 6639 Elm Street, was granted permission to address Council. He is a lifelong resident and presently a Trustee and Vice-President with MPF. He has questions regarding the changes with the Building Department and the impact it will have on the Village. When discussing outsourcing part of the permit process to XPEX he asked the hours that will be allotted to the Building Department. He wants to make sure that we maintain the integrity of the Village and protect our Historic District and the importance of our National Landmark status. He also asked what is next? The minutes raise concerns about contracting out our Fire Department and he asked if other changes were being discussed such as the Tax Department, Maintenance Department

etc. While he understands Council needs to be fiscally responsible, but he also believes Council needs to think about what makes our Village a special place to live and many of these services are part of that factor.

Mr. Stelzer has asked many times what is the chain of events that could cause the Village to lose the landmark status and has never been given an example or what would cause the Village to lose status. It is a standard that no one seems to be able to define. Mr. Mace will look into the answer to the question and will share with all of Council. Mr. Bartlett recommended talking with Diana Welling, Director of the State's Historical Preservation Office. He talked with her about this specific topic and would be a good resource to reach out to. Ms. Beatty said she the answer to the question, though no one ever asked her, and she could certainly help pull the information together.

Mayor Brown said the Village was contacted last fall by Columbia Township to have discussion to see if there are shared resource opportunities. To date that is the extent of what has taken place so far. Any additional information will be made public. Mr. Bartlett said the discussions have been reflected in the Council minutes and agreed with Mayor Brown that the Village is still in conversation stage. The Fire Chief of Fairfax and Assistant Fire Chief Feichtner are going to meet and prepare something to present.

Mr. Bob Van Stone, 4050 Lytle Woods, was granted permission to address Council. He said due to some residents not having access to technology these matters should be heard before live meetings. There should also be a formal risk abatement process that the residents could view. The risks should be listed, and the probability of occurrence should be listed. The timing and cost should be assessed as well. Mr. Stelzer said he will contact Mr. Van Stone to confirm what process he is referring to and will share with the rest of Council.

Ms. Susan Brabenec, 6636 Elm Street, was granted permission to address Council. She urged Council to table the request from the Finance Committee largely because the Village has insufficient data to decide. She requested at the February 8th Council meeting that the Finance Committee make the data available regarding the different departments. The only findings that are public are the attachments to the April 6th report which does not show the cost savings. It needs to show real cost savings. She encouraged Council to listen to those who know what is needed to complete the work to the standard expected by the community.

Mr. Jeff Molski, 4004 Miami Road, was permitted to address Council. He is still concerned with the speeding along the Miami Road hill. It is a residential street with 25 mph speed limit clearly marked. Motorcycles, trucks and bicyclists also speed along the hill. He has reviewed monthly tickets written and warnings given, and it fills an entire page. He has asked Council to come up with a permanent solution because the temporary solutions are not working. He does not feel the electronic speed device does not do much to slow the speed. Pedestrians cross at the bottom of the hill and it is just a matter of time before there is a major accident. He asked that Council look at speed tables as a permanent solution. Mrs. Graves said the matter was heard in the Safety Committee and thoroughly discussed and it was recommended to not install speed bumps/humps/tables for multiple reasons at this time. The methods put in place, per Chief Hines's recommendation, the committee believes will mitigate the problems. She does not believe looking at the issue again will change the recommendation of the Safety Committee. Mr. Molski said it this is a legitimate safety concern. Many neighborhoods have them. In his conversations with the Mayor and Police Department he found that to not be their stance. Mrs. Graves said Police Chief Hines, Mayor Brown and Superintendent Scherpenberg were all in the meeting and the decision was made as a whole, not just by one person. Mayor Brown said he is not certain we have fully explored the speed table to the extent that we could or should have and suggested that speed tables be revisited. He referred the matter back to the Safety Committee. Mrs. Graves reiterated that she felt the Safety Committee studied and vetted this matter thoroughly. Mr. Stelzer suggested looking at enforcement and increasing the cost of the ticket and signage to that effect. Chief Hines said it is already in place that the ticket cost escalates as the speed overage increases.

Ms. Karen Koetzle, 3865 Beech Street, was granted permission to address Council. She owns 3865-3873 Beech Street and has been an owner of historic properties for 34 years. She is offering her services as being a resident who would be contacted when a decision is being made by the Village that effects the Historic District. She founded the Mariemont Apartment Association. With COVID-19 she feels there has been a lack of communication. She was disappointed at first with the trash cans that were forced upon those in the Historic District due to the terrible rodent problems. The Village will celebrate its 100-year anniversary in 4 years. She asked what the Village plans. In addition, it is expensive to maintain homes in the Historic District and would like the Village to consider working together to bring the Village and the properties together. She suggested putting a speed camera on the Miami Hill.

Mr. Derek Page, 6636 Elm Street, was granted permission to address Council. He noted that Council's 3-minute rule is very arbitrary. He wanted to echo the sentiments mentioned earlier about the changes being proposed. The proposals are not clear and not broadly proposed in terms of Village input. He has not seen a cost saving proposal regarding the fire department and the building department. He asked what are the actual cost savings? There has not been much transparency and the chance for Village input into the dialogue about our Village structure. It is being conversed about without community input. In the short

term he can understand some of the fiscal aspects, but in the long term the Village will be losing what it represents. It should be available for the residents at a committee level to look at the data and be involved. The broader community who do not have the same level of access to technology should have a way to have their voices heard.

Mayor Brown said he is hopeful to get back to live open meetings. It will go a long way in helping interaction with the residents.

Mayor Brown read the following from former Building Administrator, Don Keyes: The changes and elimination of the Mariemont Building Department will not save the community money. The Village will spend less on department expenses and this is commendable. But we need to be clear that, with the proposed change, the Village residents will receive fewer and more expensive services. Also, since the department structure and guidelines has not been established, it is not clear that the Historic District will be addressed. It is frustrating to see this change as some of us have been attempting to make the Mariemont Building Department fiscally positive for several years but could not get Council's action".

Motion To Pay Bills:

Mrs. Rankin moved, seconded by Mr. Bartlett to pay the bills as approved by the Mayor, Fiscal Officer and Chairman of the Finance Committee. On roll call; six ayes, no nays.

Committee Reports:

Ms. Palazzolo said while reviewing policies for social media she is also reviewing the employee handbook which was last updated in 1999. She is reviewing a sample from our insurance company and another municipality's copy. She asked that the line item for Rules and Law 'Social Media Policies' be changed to a broader item 'To Assist in the Update of the Employee Handbook'.

Ms. Palazzolo moved, seconded by Mr. Bartlett to un-table the matter of installation of solar panels. On roll call; six ayes, no nays.

Mr. Stelzer asked that the construction of documents for the multi-use path from Settle Road to Plainville Road be removed from the Health and Recreation Committee. The assignment is complete. In addition, he asked that the fencing at the swim pool be removed as the assignment is complete as well.

Ms. Graves asked that the Safety Committee is to look at traffic speed concerns on numerous streets. She asked that it be changed to read 'Establish process for traffic speed concerns' and how they will be addressed.

Mrs. Rankin moved, seconded by Ms. Palazzolo to accept the recommendation of the Finance Committee which met on Tuesday, April 6, 2021 at 4:00 pm via video to discuss a potential new organization structure for the Building Department and a new fee schedule. Present at the meeting were Finance Committee members Rob Bartlett, Kelly Rankin and Joe Stelzer, Mayor Bill Brown, and Assistant to the Building Commissioner Aileen Beatty. Over the past three years, Building Department expenses have exceeded the fees collected by over \$40,700/year. The Finance Committee has benchmarked our Building Department versus other communities. Mariemont is currently paying four people to do this work, with the Building Commissioner being a salaried role. Terrace Park, Newtown, Fairfax and Columbia Township all have fewer people in their Building Departments and all of their Building Department roles are paid on an hourly basis. The main difference between Newtown and the other municipalities is Newtown has contracted with a company called XPEX to handle all technical plan reviews and inspections, whereas the other communities have contracted with Hamilton County.

The Finance Committee is recommending the following organization changes to the Building Department:

1. Create the role of Zoning Officer, similar to the other communities. For now, the Zoning Officer would continue to handle administrative and zoning matters. Fairfax pays their Zoning Officer \$20/hour. Terrace Park does not pay their Zoning Officer. Newtown's Village Office handles the Zoning Officer responsibilities. The Finance Committee recommends paying this role \$20/hour.
2. Contract with XPEX to handle all technical building matters. The Finance Committee has talked with XPEX and with Newtown council members, and we believe XPEX will provide very good customer service. Attached is a copy of a standard XPEX contract.

The Building Department will continue to operate as they are today, without set office hours. Instead, both XPEX and the Zoning Officer will be available to schedule meetings at the Municipal Building or at another location whenever is necessary.

The Finance Committee is also recommending some changes to the fee schedule, which has not been updated since February 2011. First, we are recommending instituting a \$100 application fee for any building permits to pay for the initial work required of the Zoning Officer. Second, for any work that XPEX does, XPEX will provide an estimate of the total cost of their work. This cost estimate will be based on an hourly rate, depending on the skills required for that specific job. Mariemont will add 10% on to the XPEX estimate for zoning code review and other administrative costs. And Mariemont will also include a state fee that we will collect and pass on to Columbus. The state fee is 1% for residential work and 3% for commercial work. If the resident decides to proceed with the project, Mariemont will collect the estimated fee from the resident. If there are any changes to the plans, then the fees will be updated as well. Once XPEX has completed its work, they will bill Mariemont for the actual cost. A process will be set up to track the estimated and actual costs to ensure the difference is minimal in total. Attached is a list of the activities within the Building Department that XPEX will be responsible for, what the current minimum fee is for this work, and how the new proposed fee would be determined. The Finance Committee will monitor this work and fine tune XPEX's responsibilities, as necessary. If any other fee changes are required, those will come to Council. Aileen Beatty has also agreed to develop written policies and procedures for the new restructured Building Department. The Finance Committee believes there are additional opportunities to become more cost efficient in the Building Department, as well as revisiting which items should require a permit, what the appropriate fee should be in a more cost optimized process, and what the fines should be for people who do not obtain the proper permits. However, we would like to focus first on stabilizing the new structure with XPEX before introducing any other changes, so we will likely wait until later this summer before presenting additional recommendations to council. If Council agrees with this initial recommendation, next steps would be for the Village Solicitor to draw up the necessary language to create the Zoning Officer role, including the process for identifying a Zoning Officer (Mayor appoint, Council approve). The Village Solicitor would also draw up the necessary legislation to update the Building Department fee schedule for those items involving XPEX. And finally, once the necessary legislation has been passed, the Mayor, Village Solicitor and Fiscal Officer would need to sign the contract with XPEX.

Mr. Bartlett said presently the Village outsources the plan reviews and building inspections. XPEX will do both duties and will offer more scheduling flexibility. We benchmarked with other communities (Newtown, Terrace Park and Fairfax) to gather data. All of these communities have gone to a variable cost versus a fixed cost. Mr. Keyes, who retired, was a salaried position and Ms. Beatty is paid hourly (but is not a Village employee). Other communities have found a way to do the work more efficiently with only one person handling the work. The Zoning Officer will be the one to ensure that the aesthetics of the Village will be maintained. The Zoning Officer will review any plans and determine if they need to go before the ARB or Planning Commission. The fees have not been updated since 2011. He explained the process that XPEX would perform and how they would determine the cost for the work. It will ensure that the cost given is equal to the revenue collected. It will help to eliminate underfunding. The other communities report a \$10,000-\$15,000 deficit versus our \$40,700. Savings cannot be guaranteed because this is a moving target. He expects that the Village deficit will be lower than those of other communities because they do not collect monies for the Zoning Officer. Ms. Beatty has been involved in both meetings regarding the matter. The first meeting in January shared a lot of data. The approved committee report is online and can be accessed whenever necessary. Committee meetings are available online to watch as well. Ms. Beatty has been helpful with research and the committee did involve the right people. She also contributed to this report.

Mr. Stelzer said the Village does not have enough construction activity to justify a full-time Building Commissioner. He knows the Mayor has been searching and it has been difficult to find someone to take on the position of Building Commissioner. What is being proposed is in essence a shared service for the position with XPEX.

Mrs. Rankin said she and Mayor Brown did talk with several people regarding an in-house Building Commissioner and found it to be not cost efficient. The representative from XPEX has been cooperative. It makes a difference when working with someone who wants to work with you. It is not a long-term obligation – it is a three-month obligation to see how it works. Dr. Lewis asked if there would be one person dedicated to the Village. Mrs. Rankin said it would depend on the need.

Mrs. Graves asked if the Zoning Officer would be a Village position similar to what Ms. Beatty is currently performing. Mayor Brown said it could be similar, but it is not fully defined yet and will be part of the process going forward. Mrs. Graves said the intimate feel of a small Village is something we do not want to lose. Mr. Bartlett said the Zoning Officer would be the first point of contact and would be able to step someone through the process, however there will not be set office hours. The only cost would be when they apply for a building permit. Mrs. Graves felt it was important to not lose the personal connection and asked if the permit will be a fixed fee for a specific permit. Mayor Brown said XPEX will determine the plan review etc. and they will process the permit. The Village will add a percentage for the Zoning Officer. Mrs. Graves asked if we would be making the process too costly for those to do work to their homes. She also would like to see some sort of cost saving number. Mayor Brown said we will become competitive with other municipalities. The Village issues more zoning permits than building permits. Mr. Stelzer said going forward we should also look at what the fine should be for those who do not comply with the permit process.

Ms. Palazzolo asked if the Zoning Officer would attend Planning Commission hearings etc. Mayor Brown said one of the first things the Zoning Officer would do is to determine if it needs to go before the ARB or Planning Commission. They would prepare/cite the code and present the issue to the appropriate board.

Ms. Beatty said there are two issues before Council. The first is the decision to outsource the plan review and the inspection work to XPEX. The second is the approval of a Zoning Officer role. The Zoning Officer role will be the most impactful and has yet to be defined. Council is being asked to vote on something that has not been made readable. Outsourcing to XPEX does nothing to change in terms of how the Village operates today. Taking the combination of Don Keyes salary and her time (approximately 30 hours per week) and turn it into an hourly rate it would save \$35,000 per year for a Zoning Officer at \$20.00 per hour. Increasing the fees would result in eliminating the \$40,700 deficit. The Finance Committee models after Fairfax working 10-20 hours per week. She believes Fairfax has a quarter of the workload than Mariemont and does not believe they are the best model. She has heard that she was part of the process, but she does not feel she was listened to. She wanted to raise the alarm on the potential Zoning Officer. The question is how does Council want to staff the Building Department? She has said that it requires 30 hours per week if the Village wants to maintain the services that are offered to the residents today. If the Finance Committee wants to reduce that to save money, then the committee has a responsibility to share with the rest of Council and the residents, what services will be cut. Outsourcing XPEX has zero effect on the workload of the Building Department - they will not create permits, answer questions or do any enforcement. She takes exception to parts of the Finance Committee Report. She does not understand "created similar to other communities" and it identifies a Zoning Officer which right now does not exist. If it was referring to the job she does, there are many responsibilities she performs other than just zoning and administrative. It is concerning to have the Village Solicitor prepare legislation for a role that has not yet been defined.

Mr. Bartlett said it is not a rubber stamp of Fairfax and no hours have been set for the Zoning Officer. The report indicates that more work still needs to be tackled, but not at this point in time.

Solicitor McTigue said he agrees with Ms. Beatty regarding preparing the necessary legislation. He does not know what the job duties and responsibilities for the Zoning Officer. Mr. Bartlett said Ms. Beatty made a list of the different activities she does which will be included in the job description.

Mr. Stelzer said he asked about a policies and procedures manual for the Building Department as it exists today. He was told one does not exist. While Council is being accused of not doing enough due diligence in this process, it is hard to do if we currently do not know what is happening in the Building Office. They are piecing it together and trying to determine what other communities are doing. We have to document what is being done so it can be defined. Ms. Beatty said she supplied a list of the duties performed in the Building Department. Mr. Stelzer said that was not what he asked for while Ms. Beatty commented she has never heard of a professional job that has a manual.

Council agreed with the XPEX model and the proposed fee structure. Mr. Bartlett said the Finance Committee could meet to work on a list, though not a detailed list, of the kinds of responsibilities that the Zoning Officer would be responsible for. Mr. Bartlett proposed to amend the report to eliminate the part of Zoning Officer and corresponding legislation. The Finance Committee will follow up to come up with a role description for the Zoning Officer and will submit to Council for their approval. Ms. Palazzolo moved, seconded by Mrs. Rankin to amend the report. On roll call; six ayes, no nays. Ms. Palazzolo moved, seconded by Mrs. Rankin to accept the amended report. On roll call; six ayes, no nays.

Ms. Palazzolo moved, seconded by Mrs. Graves to accept the recommendation of the Finance Committee which met on Wednesday, March 31, 2021 at 3:00 pm via video to discuss the purchase of a subscription to Lexipol for the Police Department. Present at the meeting were Finance Committee members Rob Bartlett, Kelly Rankin and Joe Stelzer, Mayor Bill Brown, and Police Chief Rick Hines. The Finance Committee reviewed the purchase request submitted by the Police Department for a subscription to Lexipol. Lexipol is software that assists fire and police departments in complying with current laws, regulations and public safety best practices, and documents the training of personnel on the approved policies and procedures. We are a member of Ohio Plan, who provides our liability insurance. As a member, we will receive a 10% discount on the subscription fee. Ohio Plan is also providing a 50% reimbursement for the subscription costs the first year, a 30% reimbursement the second year, and a 20% reimbursement the third year. The cost of a subscription is \$6,345.90/year after the 10% discount. Also, there is a one-time implementation cost of \$11,939.10. This is after a 15% discount. So total costs year 1 will be \$18,285.00. After that, we will pay just the annual subscription fee. The term of the contract is for 12 months with an automatic renewal unless we give written notice at least 30 days prior to the renewal date to discontinue the subscription. Chief Hines had previously budgeted for these costs in the Traffic Enforcement Fund. The Finance Committee recommends council approve signing the contract with Lexipol for a subscription to their software and paying \$18,285.00 this year from the Traffic Enforcement Fund for this service. On roll call; six ayes, no nays.

Mrs. Rankin moved, seconded by Mrs. Graves to accept the recommendation of the Public Works & Service Committee which met on April 8, 2021 at 5:00 PM to discuss outsourcing the mulching of the Village areas. In attendance were the Committee Chairperson Kelly Rankin, Committee Member Avia Graves, Maintenance Supervisor John Scherpenberg and Mayor Brown. The topic of discussion was whether to outsource the task of mulching the required areas of the Village. We received proposals from Grass Cor i/a/o \$9,896.00 and Supreme Scapes i/a/o \$9,500.00. Maintenance Supervisor Scherpenberg stated the cost to have the Service department handle the mulching would be between \$10,000 and \$11,000. Taking into consideration the workload for the Service Dept and a more efficient utilization of their time, the outsourcing is the better choice. The Committee recommends accepting the bid from Supreme Scapes for the 2021 mulch service.

Mr. Bartlett asked if this was built into the budget. Superintendent Scherpenberg said originally yes, and it was discussed with the outsourcing mowing contract. Fiscal Officer Borgerding said it was a line item for Land & Building beautification or 'Other Contractual'. Mr. Stelzer said when we did the budget, we took the 2020 spend and added 2%. If it was not in the 2020 budget, how is it in the 2021 number? Superintendent Scherpenberg said there are things that we are not doing this year that we did last year. Mr. Stelzer asked if he was aware of what things are not being done this year. Superintendent Scherpenberg said he will be able to document the changes that were cut back on in June/July. He was below budget last year and expects to be below-budget this year. Mr. Bartlett said it is not a savings if we are not having costs go down somewhere else. Superintendent Scherpenberg said he looks at production as well as cost savings. Example - sewer work performed in house will be cheaper than outsourcing sewer work. He referenced a conversation with Mr. Bartlett regarding it did not matter where the money was spent as long as the department was under budget. He said it is the same - it should not matter where he moves the money as long as he stays under budget. Mr. Bartlett agreed while Mr. Stelzer disagreed with the concept. Mr. Stelzer said we should be spending the money wisely on what we all are aware of. He asked if the mulch will be blown in or applied by hand. Superintendent Scherpenberg said he does not know. As long as the crew gets it done within a day or two versus 5 days with his crew it does not matter to him. Mr. Stelzer said there is approximately 10,000 hours of work available in the Maintenance Department and wanted to know where the time is being spent. Superintendent Scherpenberg said he now has his crew fill out a form to indicate how long it takes to do a project. Mr. Stelzer suggested he and Superintendent Scherpenberg talk in the upcoming week to help him understand the accumulated data and share with Council where the hours are going.

Mr. Stelzer questioned whether or not we should be mulching the trees to the depths we are doing. He has heard questions from qualified people that we may be putting too much mulch on the trees. Superintendent Scherpenberg said it is less than two inches. The problem is the tree flare at the bottom. He has heard this for many years, and some believe that trees should not be mulched at all. He suggested checking with the Tree Committee.

On roll call; six ayes, no nays.

Miscellaneous:

Village Offices will be Closed in Observation of Memorial Day Monday May 31, 2021.

Mayor Brown explained the plan for refunding garbage stickers and how it will be communicated to the residents. A sample form will be included in the next Council packet.

Mayor Brown said he had a Mariemont High School student reach out to him regarding Community Earth Day which will be Sunday April 25, 2021 from 10:00 a.m. to 2:00 p.m.

Mayor Brown referred to the Finance Committee the reclassification of the School Resource Officer.

Resolutions:

"To Appoint Alicia Cline as a Member of the Pool Commission, To Fill the Unexpired Term of Leesa Blanding, for the Calendar Years 2021 and 2022" had a third reading. Mr. Stelzer moved, seconded by Mr. Bartlett to adopt the Resolution. On roll call; six ayes, no nays. Resolution No. R-10-21 was adopted.

"Resolution Declaring the Necessity of Levying a Tax in Excess of the 10 Mill Limitation for Permanent Improvements and Requesting the County Auditor to Certify Matters in Connection Therewith" had a second reading. Fiscal Borgerding said this is a renewal of the smaller Permanent Improvement Levy first passed in 1981. This is required paperwork to get it on the November ballot.

"Authorizing Purchase of Mayor's Court Software form the Baldwin Group Inc. (BGI)" had a first reading.

“To Authorize the Recodification of the Mariemont Code of Ordinances” had a first reading.

“To Accept the Bid of Pinnacle Paving and Sealing, Inc. for the Murray Avenue Multi-Use Trail Project and To Declare Emergency” had a first reading. Mrs. Rankin moved, seconded by Mr. Bartlett to suspend the rules to allow for the second and third reading. On roll call; six ayes, no nays. The Resolution had a second and third reading. Mrs. Rankin moved, seconded by Ms. Palazzolo to adopt the Resolution. On roll call; six ayes, no nays. Mrs. Rankin moved, seconded by Mrs. Graves to invoke the emergency clause. On roll call; six ayes, no nays. Resolution No. R-11-21 was adopted.

Ordinances:

“An Ordinance Amending Ordinance No. O-32-98 Establishing a Restricted Computer Fund, Herein Called “Mayor’s Court Computer Fund” had a first reading.

The meeting adjourned at 8:50 p.m.

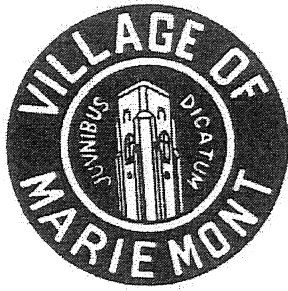
William A. Brown, Mayor

Anthony J. Borgerding, Fiscal Officer

**VILLAGE OF MARIEMONT
FISCAL OFFICER'S REPORT
March 31, 2021**

FUND	BAL. 1-1-21	MO. RECEIPTS	YTD RECEIPTS	MO. DISBMNT	YTD DISBMNT	END. BAL.
General - 101	1,250,705	199,479	640,221	296,010	876,242	1,014,685
Street Improv. - 201	138,411	15,599	46,965	7,766	28,540	156,837
State Highway - 202	18,001	1,047	3,205	661	3,276	17,931
Drug Rel. Pol. Fines - 208	1,487	0	2,275	0	0	3,762
Alc. Educ. & Enf. - 213	30,667	1,131	3,182	500	500	33,349
Court Computer - 214	42	635	1,970	2,628	4,298	(2,286)
MariElders - 280	0	0	0	0	0	0
Paramedic 295	19,688	4,889	11,361	47,391	145,072	(114,023)
Coronavirus Relief - 305	57,988	0	68,681	18,914	67,524	59,145
Federal Grants - 310	0	0	0	0	0	0
Perm. Improv. - 403	372,584	0	0	74,192	241,977	130,608
Health Insur. - 707	10,206	1,767	5,000	49	147	15,059
Building Fee - 708	(554)	0	0	0	0	(554)
Bloch Trust - 714	0	0	0	0	0	0
Ann Buntin Becker Park- 715	3,452	0	0	0	0	3,452
Street Restor. - 804	0	0	0	0	0	0
Total All Funds	1,902,677	224,547	782,861	448,112	1,367,576	1,317,963

INVESTMENTS					BANK RECONCILIATION	
FUNDS	INSTITUTION	DETAILS	AMOUNT			
101,201,29	PNC Capital Markets		1,009,674		Bank Balance	79,179
					Petty Cash funds(3)	225
					Money Market Sweep Acct	272,026
					◆ Deposits in Transit ◆	
					Payroll Retained Balance	120
					Plus: Investments PNC **	1,009,674
					Pending bounced ACH tax	93
					Less: Checks Outstanding	(43,354)
					TREASURY BALANCE	1,317,963
LIABILITIES						
INSTITUTION	DETAILS	TOTAL AMOUNT	YEARLY DUE	Maturity		
PNC BOND	Bldg Addition	\$345,786	\$100,888	2024		
OPWC	CT07U Paving	\$39,512	\$1,976	2037		
OPWC	CT11V Paving	\$44,422	\$2,221	2039		
AMBULANCE		\$154,235	\$51,412	2024		



Village of Mariemont

6907 Wooster Pike
Mariemont, Ohio 45227
(513) 271-3246
www.mariemont.org

2021 TRASH STICKER BUYBACK

Name: _____

Address: _____

Phone: _____

Unused yellow trash stickers and this completed form may be mailed or dropped off at the Administration Office, 6907 Wooster Pike, Mariemont, OH 45227.

Stickers are valued at \$2.00/each.

Number of trash stickers that you are returning: _____

If returning 10 or more stickers:

Refunds \$20.00 and over will be issued via check and mailed to your address. Please return your stickers and completed form by June 4th.

If returning less than 10 stickers:

Call 513-271-3246, option #3, to make arrangements for a cash refund under \$20.00. Cash refunds may be collected May 3rd – June 4th at the Administration Office, Monday through Friday from 9:00 a.m. – 3:30 p.m. If unavailable during those hours a check will be mailed to you.

Please return the trash stickers with this form. Forms are available in the lobby of the Municipal Building.

ADMINISTRATIVE STAFF ONLY:

Refund issued on _____, 2021. # of Stickers _____

Cash \$ _____ OR Check # _____ Completed by: _____

Info sent to the Town Crier for the May issues regarding the trash sticker buy back process:

Trash Stickers – “2021 Trash Sticker Buyback” Forms are available in the lobby of the Municipal Building and on the website at www.mariemont.org.

Unused yellow trash stickers and the completed buyback form may be mailed or dropped off at the Administration Office, 6907 Wooster Pike, Mariemont, OH 45227.

- If returning 10 or more stickers: Refunds \$20.00 and over will be issued via check and mailed to your address. Please return your stickers and completed form by June 4th.
- If returning less than 10 stickers: Call 513-271-3246, option #3, to make arrangements for a cash refund under \$20.00. Cash refunds may be collected May 3rd – June 4th at the Administration Office, Monday through Friday from 9:00 a.m. – 3:30 p.m. If unavailable during those hours a check will be mailed to you.

VOUCHERS FOR THE REGULAR COUNCIL MEETING, APRIL 26, 2021

DEPARTMENT	VENDOR	DESCRIPTION	COST
Administration	Staples	Post-It Notes & Envelopes	46.20
Administration	Verizon	Cell Phone Service Monthly Charges (Mayor's Line)	48.55
All	Dental Care Plus	Insurance Premium May 2021	1,144.36
All	Jefferson Health Plan	Health Insurance Premium May 2021	22,812.04
All	OPERS	Village Obligation for March 2021	8,395.93
All	Village Payroll Account	Soc. Sec. \$1711.21, Medi \$1272.10, Gross Payroll \$90,591.94 for Periods Ending 4/17/21 & 4/30/21	93,575.25
Building	Aileen Beatty	Building Department Assistant (3/7/21-4/17/21)	3,445.00
Building	William Fiedler	Plan Reviews/Building Inspections Feb. 2021	550.00
Fire	A&A Safety	Striping for FD Staff Vehicle	500.00
Fire	Cincinnati Safety Upfitters	Equipment/Lights to Outfit Police Car to FD	3,430.66
Fire	Mobilcomm	Reprogram Radio	45.00
Fire	NAPA Auto Parts	Diesel Exhaust	79.90
Fire	Staples	Printer Ink	137.97
Fire	Thomas Engraving Service	Accountability Tags for Firefighters	20.00
Fire	Verizon	Cell Phone Service Monthly Charges	144.53
Fire	Verizon	Router Lines for Internet	200.55
Fire	Verizon	Cradlepoint Router Line	55.65
Legislative	Enquirer Media	Legal Ad - Fiscal Officer Annual Report	26.24
Mayor's Court	Eli Wendler	Reimbursement for Monitors and PD In-Car Camera Storage (Perm Imp - PC for In-Car Camera Only)	969.95
Miscellaneous	Enquirer Media	Legal Notice for Murray Path	1,086.72
Miscellaneous	Joanee Van Pelt	Cash for Trash Sticker Buyback Program	2,000.00
Miscellaneous	Treasurer, State of Ohio	Census Data Review	656.00
Municipal	Affordable Pest Control	Preventive Pest Treatment Services Monthly Charges	75.00
Municipal	Cincinnati Bell	Internet Service	350.10
Municipal	Cincinnati Bell	Phone Service Monthly Charges	629.27
Municipal	Cincinnati Bell	Elevator Alarm	109.70
Municipal	Grainger	Cleaning Supplies (Applied a \$39.18 Credit)	8.87
Municipal	Verizon	Router Line for Internet	40.11
Paramedics	American Welding & Gas	Oxygen for EMS Units	204.14
Paramedics	Bound Tree	EMS Supplies	349.07
Paramedics	Verizon	Machine to Machine Activity (Ambulance to Hospital)	14.08
Police	AAA Club Alliance	Replace Cruiser Tire	151.12
Police	Derek Bischoff	Reimbursement Allowance for Duty Boots	120.00
Police	Police & Fire Pension Fund	Village Obligation for March 2021	13,093.19
Police	Staples	Paper & Printer Ink	155.77
Police	Tire Discounters	Oil Change for Chief's Vehicle	47.94
Police	Vance Outdoors	Tasers and Training Cartridges	701.86
Police	Verizon	Cell Phone Service Monthly Charges	130.25
Police	Bound Tree	Pouch for Officer Kurtz for K9 Dasty	22.89
Pool	Bub Griffith Construction	Roof for Poolhouse/Pavillion/Snack Shack (Perm Imp)	17,100.00
Pool	Hamilton County Public Health	Licenses for All Pools	1,012.00
Service	Norfolk Southern Railway Company	Annual Contract for Crossing to South-80	100.00
Service	Organically Inclined	Fertilization of Village Parcels and Pool Area	2,156.25
Service	Rumpke	40YD Dumpster for Trash	386.37
Service	Spectrum	Internet Service Monthly Charges	84.99
Service	Spectrum	Cable Service Monthly Charges	18.05
Service	Verizon	Cell Phone Service Monthly Charges	88.79
Service	Wright Brothers, Inc.	Parts to Repair Frontloader	207.26
Service	Grass Cor	Mowing Contract	5,865.03
Tennis	David Russell	Tennis-Pro Services	650.00
TOTAL			183,242.60

VILLAGE OF MARIEMONT

BIWEEKLY PAYROLL ENDING APRIL 17, 2021 AND MONTHLY PAYROLL ENDING APRIL 30, 2021

Police Department

Richard D. Hines, Regular	4055.52	Dan Lyons, Overtime	265.39
Paul Rennie, Vacation	471.81	Tom Ostendarp, Regular	3578.07
Steve Watt, Comp	943.62	Derek Bishoff, Sick	462.00
Derek Bishoff, Comp	115.50	Dan Lyons, Comp	39.32
Steve Watt, Regular	2201.79	Steve Watt, Overtime	383.35
Fred Romano SRO, Regular	689.00	Pat Harrison, Regular	3060.00
Matt Kurtz, Regular	3145.42	Nick Pittsley, Regular	3316.54
Derek Bischoff, Regular	2502.50	Paul Rennie, Regular	2673.60
Dan Lyons, Regular	3106.10	Blake Wallace, PT, Regular	912.00
Blake Wallace, Overtime	742.50	Vikki Hill, Regular	1762.50
Adam Geraci, Regular	3145.42	John Zellner, PT, Regular	510.00
Judy Gerros, PT, Regular	530.40	Penny Anderson, PT, Regular	484.50
Dorris Hallums, PT, Regular	510.00	Department Total	39606.87

Paramedics/Fire

Jim Henderson, Supervisor Pay	252.60	Ryan Brown, PT, Regular	621.00
Joey Homan, PT, Regular	432.00	Richard Cathcart, PT, Regular	252.00
Evan Dunkelman, PT, Regular	1458.00	Scott Ray, PT Regular	486.00
Chris Miller, PT, Regular	1296.00	Rob Runella, PT, Regular	630.00
Hunter Morgan, PT, Regular	848.35	Evan Dunkleman, Overtime	972.00
Tim Peaker, PT, Regular	433.20	Tim Feichtner, Regular	3149.65
Josh Watren, Supervisor Pay	989.35	Keary Henkener, Supervisor Pay	252.60
Rick Hines, Regular	647.67	Derek Hunt, Supervisor Pay	42.10
Jordan Cochrane, PT, Regular	516.60	Michael Washington, Jr., Supervisor Pay	252.60
Bryan Schmidlapp, PT, Regular	432.00	Derek Hunt, PT, Regular	252.70
Dan Copeland, Supervisor Pay	1010.40	Keary Henkener, PT, Regular	216.60
Michael Washington, Supervisor Pay	1768.20	Mike Washington Jr.,PT, Regular	938.60
David Huckleby, PT, Regular	652.93	Brandon Manor, Supervisor Pay	736.75
Chris Ramsey, Supervisor Pay	1014.30	Joe Lowry, PT, Regular	216.00
Jeremy Burns, PT, Regular	1332.00	Matt Clark, PT, Regular	846.00
Curtis Ryan, PT, Regular	172.20	Mark Hardin, PT, Regular	864.00
Robert Mercer, PT, Regular	828.00	Scott Ray, PT, Regular	864.00
Brian Gross, PT, Regular	216.00	Jason Williams, Supervisor Pay	694.65
Jason Williams, PT, Regular	415.15	Department Total	26434.16

Maintenance Department

John M. Scherpenberg, Regular	3124.02	Mike Evanchyk, Regular	1661.44
Jeremy Swadder, Regular	1814.40	Ben James, Comp	48.80
Kevin Schmid, Regular	2230.63	Ben James, Regular	2181.84
		Department Total	11061.13

Administrative

Joanee B. Van Pelt, Regular	2593.86	Allison Uhrig, Personal	110.99
Joanee Van Pelt, Council	125.00	Joanee Van Pelt, Personal	108.08
Allison Uhrig, Regular	1553.85	Department Total	4491.78

Tax Department

DeAnna Darrah, Regular	2493.00	Department Total	2493.00
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Pool

Jordan Schad, Regular	850.00	Department Total	850.00
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Council/Appointed Officials

Chris Ertel, Regular	1077.75	Bill Brown, Regular	666.67
Avia Graves, Regular	83.26	Marcy Lewis, Regular	83.26
Kelly Rankin, Regular	83.26	Joe Stelzer, Regular	83.26
Rob Bartlett, Regular	83.26	Tony Borgerding, Regular	515.00
Maggie Palazzolo, Regular	83.26	Eli Wendler, Assistant Fiscal Officer	300.42
Eli Wendler, IT	2595.60	Department Total	5655.00

GRAND TOTAL **90591.94**

TO: Village Council and Mayor Brown

FROM: Rules and Law Committee, Maggie Palazzolo, Chairperson

RE: Chain Link Fences

DATE: April 14, 2021

The Rules and Law Committee met on April 14, 2021 to update a prior decision made in the Committee regarding a strategy to mitigate the problem of chain link fences in the village that are in poor condition. The prior strategy had not been implemented back in 2017.

The committee reviewed the prior decision, which was to designate chain link fences as a “public nuisance” and require them to be mitigated. The building department would have discretion over the policy for mitigation.

After reviewing the existing code, the committee voted unanimously to define chain link fences as a “public nuisance” and require them to be abated. The building department will lead and supervise this process as stated in the code of ordinances.

Respectfully Submitted,

Maggie Palazzolo, Chairperson

Marcy Lewis, Vice-Chairman

Rob Bartlet, Member

To: Mayor Brown and Members of Council

FROM: Health and Recreation Committee, Joe Stelzer – Chairperson

DATE: April 22, 2021

RE: Donated Playsets, Tree Work & Landscaping Recommendations

On April 16th and April 22nd, the Health and Recreation Committee met to discuss the recommendation for 2021 Pool and Tennis Dues Recommendation.

Meeting attendees at one or both meetings included: Council Members Stelzer, Graves & Lewis & Mayor Brown; Maintenance Department Supervisor John Scherpenberg; Pool Manager Jordan Schad; Pool Commission Members Lorne Hlad, Terry Donovan, Mandy Rohal.

The Committee decided to recommend to the entire Council that the Pool cannot accept the donation of a residential playset since it would not meet guidelines established for play equipment in public parks.

The Committee decided to recommend to the entire Council that distressed and dangerous surrounding the Pool property be removed at a cost not to exceed \$10,000.

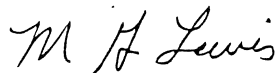
The Committee decided to recommend to the entire Council that certain area in the front of the Pool House and interior Pool grounds be landscaped at a cost not to exceed \$10,000.

Attached are several documents with additional information regarding the above recommendations.

Respectively Submitted,

Joe Stelzer, Chairperson

Avia Graves, Vice Chairperson



Marcy Lewis, Member

TO: Village Council and Mayor Brown
FROM: Finance Committee, Rob Bartlett - Chair
RE: Mariemont Village Administrator
DATE: April 16, 2021

The Finance Committee met on Friday, April 16, 2021 at 2:00 pm via videoconference to discuss if Mariemont should hire a Village Administrator. Present at the meeting were Finance Committee members Rob Bartlett, Kelly Rankin and Joe Stelzer, and Mayor Bill Brown.

The Finance Committee has previously shared with Council a list of activities that are not getting done today that we believe could be done if Mariemont hired a Village Administrator (see attached). When looking at other similar sized communities, the following all have a Village Administrator: Fairfax, Terrace Park, Amberley Village, Glendale, Wyoming, Columbia Township, Silverton, Deer Park, Evendale.

The Finance Committee has created a list of responsibilities for the Village Administrator role, which is attached to this document. The responsibilities are in priority order. The dotted line in the responsibilities provides a demarcation between those responsibilities which are high priority, and those which can be filled later.

While hiring a Village Administrator would mean incremental costs, in talking to a variety of communities, the Village Administrator role can pay for itself via a combination of improving operating efficiencies, obtaining external funding for projects, and improving economic development, which in turn increases the tax base. The final pay for the role will be determined by the skill level and the experience of the person we hire, but it is reasonable to assume the salary will likely be around \$100,000/year.

The Village Administrator role already exists in Mariemont's code book, so no legislation is required to create this role. The role is appointed by the Mayor with the approval of Council. If council accepts this recommendation, the next step will be to start the search process.

Respectfully Submitted,

Rob Bartlett, Chairman

Kelly Rankin, Vice-Chairman

Joe Stelzer, Member

Village Administrator Responsibilities

Administrative:

- Reports to the Mayor.
- Oversee all departments within the Village except Police and Fire.
- If Mayor is not available, be accessible to Village residents and business owners to answer any questions, concerns or complaints and be able to direct them to the proper Village department for further information.
- Support resident commissions, including addressing questions and connecting them to the right resources.
- Attend meetings which require representation on behalf of the Village, i.e. Eastern Corridor Committee, Hamilton County Tax Incentive Review Council, etc.
- Exercise other such powers as may be required by the Ohio Revised Code or Mariemont's Code Book, ie. reviewing and signing purchase orders or contracts, attending all council meetings and committee meetings as necessary, assigning appropriate responsibilities within those departments reporting to the Village Administrator, etc.

Financial:

- Work with the appropriate people to prepare annual budgets for all departments.
- Work with the appropriate people to develop revenue estimates by fund for the upcoming year.
- Report to Council throughout the year the status of the budget from both a revenue and expense standpoint. Proactively identify and share any concerning trends, and possible actions to address.
- Work with each department that reports to the Administrator to identify and implement savings opportunities.
- Ensure all Village bank and online accounts are properly reconciled on a timely basis, and there is appropriate separation of duties.
- Oversee cash management in all Village accounts.
- Ensure all necessary financial reports are completed and submitted to the appropriate authorities.
- Oversee the audit that is done every other year by the Ohio State Auditor.

Grant Writing:

- Identify projects/opportunities within the Village that further the Village's short term and long term goals.
- Identify potential funding sources, such as government agencies, foundations, endowments, individuals, etc.

Project Management:

- Oversee any Village projects assigned by the Mayor.
- Ensure the appropriate people are involved, timelines are managed, resources are available, etc.

Economic Development:

- Act as Mayor's liaison for retaining existing businesses and attracting new businesses to the Village.
- Work with Mayor and Council to develop and begin to implement a long term plan for the Village (5+ years)
- Work with Community Improvement Corporation (CIC), Hamilton County Development Co., Eastern Corridor committees and other similar groups to identify opportunities for the Village.

Communications:

- Create on-going communications plan to proactively reach out to residents about relevant topics.
- Better leverage the Village website and other platforms to communicate to residents.

Human Resources:

- Assess and develop those people who report up to the Administrator. Administer pay and bonuses.
- Develop organization plans, including succession planning and coordinating interviewing applicants.
- Lead data collection of total compensation benchmarking (salary & benefits) and organization structure, and make recommendations to Council.
- Ensure Village Policies & Procedures manuals and role descriptions and responsibilities are up to date and being followed within all departments.

From the Finance Committee report to council dated February 4, 2021:

1. Mariemont should hire a full time Village Administrator. The activities we believe that are not getting done today because we do not have a full time Village Administrator are as follows:
 - a. Economic Development – we have an industrial zone that is significantly underutilized and currently we have no incentives in place for development there. Furthermore, we have been notified by Kellogg they are reducing their number of employees. We need to attract businesses, particularly businesses with higher wages, as our earnings tax typically accounts for roughly 60% of our total revenue. Both Fairfax and Columbia Township are doing an excellent job of attracting businesses to increase their tax base. We need to do the same.
 - b. Grants – Fairfax' Village Administrator has gotten almost \$4.75 million in grants for their village. Columbia Township's previous Village Administrator got over \$11 million in grant money. There are significant funds available if we have someone who has the time and the skills to go after them.
 - c. Fiscal Responsibility – as the Finance Committee has reported previously, between 2015 and 2019, the Village spent \$1.15 million more than the revenue we brought in. This in spite of a new safety services levy in 2018 that brought in an additional \$305,000/year. The levy was supposed to last 8 years but it was all spent in one year. Furthermore, at the end of 2018 and 2019, budgets were overspent by \$200,000/year on average. We need someone to drive a culture of accountability and who has experience identifying and implementing savings opportunities.
 - d. Communications – we need to improve communications with residents. We also need to improve coordination with our neighboring communities to share best practices and identify win-win opportunities, and participate in organizations like Hamilton County Development Corp, Community Improvement Corp, Eastern Corridor Committee and others.
 - e. HR Manager – we have no program in place to assess, develop and evaluate our non fire and police employees.

TO: Village Council and Mayor Brown
FROM: Finance Committee, Rob Bartlett - Chair
RE: Mariemont Health Care Plan
DATE: April 16, 2021

The Finance Committee met on Friday, April 16, 2021 at 2:00 pm via videoconference to discuss the health care plan for full time Mariemont employees. Present at the meeting were Finance Committee members Rob Bartlett, Kelly Rankin and Joe Stelzer, and Mayor Bill Brown.

Mariemont currently participates in the Center for Local Government Benefits Plan. This is a consortium of municipalities that pools their money to self-fund health care and dental care insurance. Horan administers the plan and provided us with data on what other communities are offering their employees. Attached is a spreadsheet that includes Mariemont's current plan and the plans of some of the communities that we benchmark with on salaries.

In comparing the percent of the health care premium that Mariemont's employees are being asked to contribute relative to the benchmark communities, most are in line. The Committee discussed that the 10% contribution rate for the Platinum A plan was a little on the low end. However, last year was the first year that we asked employees to start to pay a percent of the premium, so the committee recommends leaving the employee percent of the health care premium unchanged for this year.

It was also noted that making three different options available for employees to choose from has worked well, as each of the three plans have been chosen by at least two employees. As such, the Committee is recommending no changes be made to the plan offerings.

Net, after reviewing the most recent benchmarking data, the Finance Committee is recommending no changes to the Village health care plan this year. The Center for Local Government will be meeting later this month to determine how much the premiums will be increasing effective August, 2021. Once we have that data, we will share that with Council and the Fiscal Officer for budget planning purposes.

Respectfully Submitted,

Rob Bartlett, Chairman

Kelly Rankin, Vice-Chairman

Joe Stelzer, Member

Village Plan Name	Amberley Village*		Evendale* Non-CLGBP	Fairfax* Platinum A	Glendale*		Indian Hill		Mariemont				
	Platinum A	Platinum B			Gold A	Platinum A	Platinum A	Gold A	Platinum A	Gold A	Platinum C		
HSA contribution													
Individual	\$1,300	\$1,300	\$1,800	\$1,000	\$1,000	\$1,000	\$1,100	\$1,100	\$1,100	\$1,100	\$1,500	\$1,500	\$1,500
EE + 1	\$2,600	\$2,600	\$3,600	\$2,000	\$2,000	\$2,000	\$2,100	\$2,100	\$2,000	\$2,000	\$2,000	\$2,100	\$3,000
Employee premium share													
EE	19%	15%	12%	11%	3%	14%	8%	8%	7%	10%	7%	8%	5%
EE+SP	19%	15%	11%	10%	3%	14%	7%	7%	10%	10%	7%	7%	5%
EE+CH	19%	15%	13%	10%	3%	14%	7%	8%	10%	10%	7%	7%	5%
FAM	19%	15%	14%	10%	3%	14%	8%	8%	10%	10%	7%	7%	5%
Copays													
Primary Care	No copay	No copay	No copay	No copay	No copay	No copay	No copay	No copay	No copay	No copay	No copay	No copay	No copay
Specialty Care	No copay	No copay	No copay	No copay	No copay	No copay	No copay	No copay	No copay	No copay	No copay	No copay	No copay
Urgent Care	No copay	No copay	No copay	No copay	No copay	No copay	No copay	No copay	No copay	No copay	No copay	No copay	No copay
Emergency Room	No copay	No copay	No copay	No copay	No copay	No copay	No copay	No copay	No copay	No copay	No copay	No copay	No copay
Deductible													
Single	\$2,000	\$2,000	\$2,800	\$2,000	\$2,800	\$2,500	\$2,500	\$2,500	\$5,000	\$5,000	\$2,000	\$2,500	\$5,000
Family	\$4,000	\$4,000	\$5,600	\$4,000	\$4,000	\$4,000	\$5,000	\$5,000	\$10,000	\$10,000	\$4,000	\$5,000	\$10,000
Plan Coinsurance	100%	80%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
Out of Pocket Max													
Single	\$3,400	\$3,400	\$3,500	\$3,400	\$2,800	\$3,400	\$3,400	\$3,400	\$5,000	\$5,000	\$3,400	\$3,400	\$5,000
Family	\$6,800	\$6,800	\$7,000	\$6,800	\$4,000	\$6,800	\$6,800	\$6,800	\$10,000	\$10,000	\$6,800	\$6,800	\$10,000

* denotes community is part of the group we benchmarking with for salaries. The only communities who are part of our salary benchmarking that we do not have data on are Terrace Park and Wyoming

TO: Village Council and Mayor Brown
FROM: Finance Committee, Rob Bartlett - Chair
RE: Building Department Organization Structure
DATE: April 26, 2021

The Finance Committee met on Friday, April 16, 2021 at 2:00 pm via video to discuss a potential new organization structure for the Building Department. Present at the meeting were Finance Committee members Rob Bartlett, Kelly Rankin and Joe Stelzer, and Mayor Bill Brown.

The Finance Committee has already presented to Council a recommendation to eliminate the salaried Building Administrator role and move to an hourly paid Zoning Officer role, similar to Terrace Park and Fairfax. Attached is a list of the responsibilities of the Zoning Officer. The Finance Committee is recommending that we pay the Zoning Officer \$20/hour, consistent with Fairfax (the Terrace Park Zoning Officer is a resident who is doing it for free). The role would be appointed by the Mayor with the approval of Council.

To be clear, the responsibilities of the Zoning Officer could continue to evolve. With the help of Aileen Beatty, who has laid out the responsibilities of the Zoning Officer, we have identified that there is a fair amount of work that is more clerical in nature that could be done by someone who would not need to be paid \$20/hour. However, with Don Keyes' retirement and the start up of XPEX for all of the technical aspects, we need to get the Zoning Officer role up and running. The Finance Committee will address these additional opportunities later this year.

The Finance Committee would also like to make one addition to the responsibilities of XPEX. We believe XPEX should also do all inspections of rental units, as recommended previously by Ms. Beatty. In terms of who would pay for this inspection, if it is part of a rental unit turning over, then the landlord would pay. If it is requested by a renter, and the unit is found to not be in compliance, then the landlord would pay. And if the inspection is requested by the renter and the unit is found to be in compliance, then the renter would pay the fee.

If council agrees to this recommendation, rental inspection will be added to the list of XPEX responsibilities and Village Solicitor will draw up the necessary legislation to create a Zoning Officer.

Respectfully Submitted,

Rob Bartlett, Chairman

Kelly Rankin, Vice-Chairman

Joe Stelzer, Member

Village of Mariemont Building Department Zoning Officer

General Summary

Under the supervision of the Mayor; provide a full range of specialized duties involving building permits, fee requirements and inspections; provide information regarding the functions, policies and administration of the building permit application, fee and inspection processes; interact with, answer questions and do research for internal and external individuals/groups/organization/government agencies; work with organizations regarding the Village historic status and preservation; and perform other related work.

Duties may include, but are not limited to, the following:

Receive, process and create permits for all building and zoning permit requests. Work with applicants to ensure all supporting materials are gathered prior to issuing permits.

Utilize building and zoning computer software programs. Input and retrieve data and files using that software. Create and manage external data (in Excel) for purposes of creating for department, Village, County, State and Federal custom reports.

Receive and respond to in-person, email and telephone inquiries and requests from Village employees, Village residents, the general public, contractors and elected officials on issues or matters related to the Building Department. Provide information and handle issues that may require sensitivity. Conduct reviews or research on building and zoning matters. Manage the relationship with XPEX, the CLG, ARB, Planning Commission, iWorQ and others as needed.

Review zoning code to write findings for City Council, Planning Commission, Architectural Review Board requests. Organize and distribute report material for those and other public meetings. May also provide support services and follow-up on items as requested or directed.

Receive, process and manage tenant complaints, rental inspections and issuance of rental permits.
Receive, process and manage zoning code complaints from any source.

Organize and maintain storage and filing of electronic and paper documents.

Considerations

Years of professional work and office practices.

Ability to interact with a variety of people in pleasant and helpful manner.

Expertise with Microsoft Office applications, especially Excel.

Experience utilizing specialized software and ability to learn new software.

Experience working in a fast-paced environment.

Familiarity with building permit and inspection functions.

Knowledge of zoning codes and ability to apply code to unique circumstances.

Ability to read building plans for zoning purposes.

Experience with historic district regulations and preservation.

Excellent organizational skills.

Working experience with the preparation of reports, presentations, records and correspondence.

Prefer knowledge of the Village of Mariemont and Mariemont Code of Ordinances.

TO: Village Council and Mayor Brown
FROM: Finance Committee, Rob Bartlett - Chair
RE: School Resource Officer to Full Time Role
DATE: April 26, 2021

The Finance Committee met on Friday, April 16, 2021 at 2:00 pm via video to discuss a request by Chief Hines to make the School Resource Officer a full-time employee role. Present at the meeting were Finance Committee members Rob Bartlett, Kelly Rankin and Joe Stelzer, Mayor Bill Brown, and Police Chief Rick Hines.

Chief Hines shared with the Committee that the School Resource Officer (S.R.O.) role is currently considered a part-time role, and as such, cannot participate in the Village's health care plan. S.R.O. Romano has received an offer to work elsewhere that would allow him to participate in their health care plan. However, he would prefer to continue to stay in his current role as S.R.O. if it were possible for him to have access to the Village's health care plan. S.R.O. Romano has even volunteered to reduce his hourly pay by \$4.00/hour in order to offset some of the cost of him joining our health care plan.

Chief Hines also reached out to Lance Hollander from the Mariemont School District, because the Mariemont School District currently covers 80% of the cost of the S.R.O. Mr. Hollander said they would very much like to keep S.R.O. Romano as well, to the point they would be willing to pay \$8,000/year more to help cover the health care costs. The added benefit of keeping S.R.O. Romano is he also fills in on our police department during the summer when many of our officers take vacations. Paying S.R.O. Romano's lower rate versus having to pay one of current officers overtime to fill in for vacations saves the Village money as well.

Assuming that S.R.O. Romano chose our Gold A plan (which is the middle of the three plans), and after taking into account the reduction in pay of \$4.00/hour and the additional \$8,000 payment by the Mariemont School District, the net cost increase for the Village is roughly \$2,000/year, so the cost sharing between the Village and the School District is 20%/80%, consistent with the overall agreement.

The Finance Committee recommends that Council approve making the School Resource Officer role a full-time role versus a part-time role, which requires a change in the Village salary ordinance. Furthermore, because S.R.O. Romano currently has an offer to work elsewhere, the Committee is recommending this change be made on an emergency basis so we can keep S.R.O. Romano in our organization.

Respectfully Submitted,

Rob Bartlett, Chairman

Kelly Rankin, Vice-Chairman

Joe Stelzer, Member

VILLAGE OF MARIEMONT

RESOLUTION R- -21

**RESOLUTION DECLARING THE NECESSITY OF LEVYING A TAX IN EXCESS OF
THE 10 MILL LIMITATION FOR PERMANENT IMPROVEMENTS AND
REQUESTING THE COUNTY AUDITOR TO CERTIFY MATTERS IN CONNECTION
THEREWITH**

WHEREAS, the Council of the Village of Mariemont anticipates levying a tax in excess of the 10 mill limitation as described herein; and

WHEREAS, pursuant to Section 5705.03 of the Ohio Revised Code, this Council is required to certify to the County Auditor a Resolution requesting the County Auditor to certify certain matters in connection with such a tax levy, therefore,

**BE IT RESOLVED BY THE COUNCIL OF THE VILLAGE OF MARIEMONT,
HAMILTON COUNTY, OHIO, TWO-THIRDS OF THE MEMBERS ELECTED
THERETO CONCURRING:**

SECTION I. That pursuant to the provisions of Section 5705.19 (OO) of the Ohio Revised Code, it is necessary to renew a tax in excess of the ten mill limitation for the benefit of the Village of Mariemont for the purpose of providing funds for Permanent Improvement expenses at a rate not exceeding three mills for each one dollar of valuation, which amounts to thirty cents (\$.30) for each one hundred dollars (\$100.00) of valuation for a period of five years. Permanent Improvement purposes include the following: Street repairs, installation and repair of curbs, sidewalks and storm sewers, tree maintenance, upgrading of parks, reducing erosion, purchase of equipment and facilities for Police, Fire, Administration and Maintenance Departments.

SECTION II. Pursuant to Section 5705.03 of the Ohio Revised Code, the County Auditor is hereby requested to certify to this Council the total current tax valuation of the Village of Mariemont and the dollar amount of revenue that would be generated by the number of mills specified in Section I hereof, and the Fiscal Officer of the Village of is hereby directed to certify forthwith a copy of this Resolution to the County Auditor at the earliest possible time so that the County Auditor may certify such matters in accordance with such Section 5705.03 to be able to appropriately consider, pass, and file a Resolution of necessity for consideration at the November 2, 2021 General Election.

Passed: April 26, 2021

William A. Brown, Mayor

ATTEST:

Anthony J. Borgerding, Fiscal Officer

I, Anthony J. Borgerding, Fiscal Officer of the Village of Mariemont, Ohio do hereby certify that there is no newspaper printed in said municipality and that publication of the foregoing Resolution was duly made by posting true copies thereof at five of the most public places in said corporation as determined by the Council as follows: at the Concourse, Miami Bluff and Flintpoint Way; the Tennis Court property, on the east side of Plainville Road between Maple and Chestnut Streets; the site of the Municipal Building, Wooster Pike and Crystal Springs Road; the northeast corner of the intersection of Rembold and Miami Road inside the enclosure; the northwest corner of the Old Town Center, the intersection of Chestnut and Oak Streets; each for a period of fifteen days commencing on the 27th day of April 2021.

Anthony J. Borgerding, Fiscal Officer

VILLAGE OF MARIEMONT

RESOLUTION NO. R-____-21

AUTHORIZING PURCHASE OF MAYOR'S COURT SOFTWARE FROM THE BALDWIN
GROUP, INC. (BGI)

WHEREAS, the Village of Mariemont has the need to update Mayor's Court software as the current software is being phased out by the developer; and

WHEREAS, this situation was only discovered with the turnover in the Clerk of Court's role, so this software upgrade was not included in the Village's budget. It was therefore determined that said amount should initially be charged to the police budget; and

WHEREAS, the Finance Committee recommends purchasing upgraded software from The Baldwin Group, Inc. ("BGI") for the cost of Fifteen Thousand Eighty-two and no/100 Dollars (\$15,082.00) which amount includes full licensing costs, as well as support and maintenance for the remainder of 2021 and all of 2022.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE VILLAGE OF MARIEMONT,
HAMILTON COUNTY, OHIO, TWO THIRDS OF THE MEMBERS ELECTED THERETO CONCURRING:

SECTION I. That the Village shall purchase from BGI upgraded software for the amount of Fifteen Thousand Eighty-two and no/100 Dollars (\$15,082.00) and initially charge said amount to the police budget.

SECTION II. That the Mayor and Clerk are hereby authorized to enter into a contract for the purchase of the upgraded software as set forth in Section I and Section II of this Ordinance. That the contract price of Fifteen Thousand Eighty-two and no/100 Dollars (\$15,082.00) shall be paid to BGI as described in Section I of this Ordinance and the same shall be charged to account No. 101.101.52409 and then 214.101.52409, respectively.

SECTION III. That this Ordinance shall go into effect at the earliest date allowed by law.

Passed: May 10, 2021

William A. Brown Mayor

ATTEST:

Anthony Borgerding, Fiscal Officer

I, Anthony Borgerding, Fiscal Officer of the Village of Mariemont, Ohio, do hereby certify that there is no newspaper printed in said municipality and that publication of the foregoing Resolution was duly made by posting true copies thereof at five of the most public places in said corporation as determined by the Council, as follows: the Concourse, Miami Bluff and Flintpoint Way; the Tennis Court property, on the east side of Plainville Road between Maple and Chestnut Streets; the site of the Municipal Building. Wooster Pike and Crystal Springs Road; the northeast corner of the intersection of Rembold and Miami Road inside the enclosure; the northwest corner of the Old Town Center, intersection of Chestnut and Oak Streets; each for a period of fifteen days commencing on the 11th day of May 2021.

Anthony Borgerding, Fiscal Officer

VILLAGE OF MARIEMONT

RESOLUTION NO. R-____-21

TO AUTHORIZE THE RECODIFICATION OF THE MARIEMONT CODE OF ORDINANCES

WHEREAS, the Rules and Law Committee met to discuss the necessity of recodifying the Mariemont Code of Ordinances; and

WHEREAS, the Committee has determined that it is necessary that the Village's Code of Ordinances be recodified. That said cost for the recodification is to include an online version of the Code as is currently in place at a total cost not to exceed Eleven Thousand and no/100 Dollars (\$11,000.00) plus shipping; and

WHEREAS, in the opinion of Council of the Village of Mariemont, said recommendations should be accepted.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE VILLAGE OF MARIEMONT, HAMILTON COUNTY, OHIO, TWO THIRDS OF THE MEMBERS ELECTED THERETO CONCURRING:

SECTION I. That the Village of Mariemont Code of Ordinances shall be recodified.

SECTION II. That the cost for said recodification including an online version as is currently in place shall not exceed the amount of Eleven Thousand and no/100 Dollars (\$11,000.00), plus shipping.

SECTION III. That the Clerk be and is hereby authorized to charge the costs for said recodification of the Mariemont Code of Ordinances to Account No. 101.702.52409.

SECTION V. That this Resolution shall go into effect at the earliest date allowed by law.

Passed: May 10, 2021

William A. Brown, Mayor

ATTEST:

Anthony J. Borgerding, Fiscal Officer

I, Anthony J. Borgerding, Fiscal Officer of Council of the Village of Mariemont, Ohio, do hereby certify that there is no newspaper printed in said municipality and that publication of the foregoing Ordinance was duly made by posting true copies thereof at five of the most public places in said corporation as determined by the Council, as follows: the Concourse, Miami Bluff and Flintpoint Way; the Tennis Court property, on the east side of Plainville Road between Maple and Chestnut Streets; the site of the Municipal Building. Wooster Pike and Crystal Springs Road; the northeast corner of the intersection of Rembold and Miami Road inside the enclosure; the northwest corner of the Old Town Center, intersection of Chestnut and Oak Streets; each for a period of fifteen days commencing on the 11th day of May 2021.

Anthony J. Borgerding, Fiscal Officer

VILLAGE OF MARIEMONT

RESOLUTION NO. R- -21

FIXING A TIME FOR PUBLIC HEARING ON THE 2022 BUDGET

BE IT RESOLVED, by the Council of the Village of Mariemont, State of Ohio:

SECTION I. That the budget for the year 2022 prepared by the Council in accordance with law, be open to public inspection by having at least two copies thereof on file in the office of the Village of Mariemont and that a Public Hearing on the Budget will be held on Monday July 26, 2021 at 5:30 p.m. in the Council Chambers.

Further, that no less than ten days notice by publication in a newspaper of general circulation in the Village of Mariemont be given of said hearing by the Fiscal Officer.

Passed May 24, 2021

William A. Brown, Mayor

ATTEST:

Anthony J. Borgerding, Fiscal Officer

I, Anthony J. Borgerding, Fiscal Office of the Village of Mariemont, Ohio do hereby certify that there is not newspaper in said municipality and that publication of the foregoing Ordinance was duly made by posting true copies thereof at five of the most public places in said corporation as determined by the Council, as follows: at the Concourse, Miami Bluff and Flintpoint Way; the Tennis Court property, on the east side of Plainville Road between Maple and Chestnut Streets; the site of the Municipal Building, Wooster Pike and Crystal Springs Road; the northeast corner of the intersection of Rembold and Miami Road inside the enclosure; the northwest corner of the Old Town Center, intersection of Chestnut and Oak Streets; each for a period of fifteen days commencing on the 25th day of May 2021.

Anthony J. Borgerding, Fiscal Officer

VILLAGE OF MARIEMONT

RESOLUTION NO. R-____-21

AUTHORIZING SUBSCRIPTION TO LEXIPOL SOFTWARE
TO ASSIST POLICE AND FIRE DEPARTMENTS

WHEREAS, the Finance Committee has determined that it would be in the best interest of the Village of Mariemont to contract for a subscription with Lexipol which is a software to assist fire and police departments in complying with current laws, regulations, and public safety practices and documents the training of personnel on approved policies and procedures; and

WHEREAS, as the Village of Mariemont is a member of the Ohio Plan which provides liability insurance for the Village, the Village can obtain said subscription for a ten percent (10%) discount and at a fifteen percent (15%) discount for the initial implementation costs; and

WHEREAS, the Ohio Plan is also providing a fifty percent (50%) reimbursement for the subscription costs of the first year; a thirty percent (30%) reimbursement the second year; and a twenty percent (20%) reimbursement for the third year; and

WHEREAS, the Finance Committee recommends subscribing to Lexipol software at the cost of Six Thousand Three Hundred Forty-five and 90/100 Dollars (\$6,345.90) annually, and paying a one-time implementation cost of Eleven Thousand Nine Hundred Thirty-nine and 10/100 Dollars (\$11,939.10) for the total amount of Eighteen Thousand Two Hundred Eighty-five and no/100 Dollars (\$18,285.00).

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE VILLAGE OF MARIEMONT, HAMILTON COUNTY, OHIO, TWO THIRDS OF THE MEMBERS ELECTED THERETO CONCURRING:

SECTION I. That the Village shall subscribe to Lexipol for an annual fee of Six Thousand Three Hundred Forty-five and 90/100 Dollars (\$6,345.90) and for the one-time implementation fee of Eleven Thousand Nine Hundred Thirty-nine and 10/100 Dollars (\$11,939.10) and to pay for said subscription from the Traffic Enforcement Fund.

SECTION II. That the Mayor and Clerk are hereby authorized to enter into a contract for the subscription to Lexipol as set forth in Section I of this Ordinance. That the total initial contract price of Eighteen Thousand Two Hundred Eighty-five and no/100 Dollars (\$18,285.00) and each annual renewal fee of Six Thousand Three Hundred Forty-five and 90/100 Dollars (\$6,345.90) shall be paid to Lexipol as described in Section I of this Ordinance and the same shall be charged to account No. 213.101.52409.

SECTION IV. That this Ordinance shall go into effect at the earliest date allowed by law.

Passed May 24, 2021

William A. Brown Mayor

ATTEST:

Anthony J. Borgerding, Fiscal Officer

I, Anthony J. Borgerding, Fiscal Officer of the Village of Mariemont, Ohio, do hereby certify that there is no newspaper printed in said municipality and that publication of the foregoing Resolution was duly made by posting true copies thereof at five of the most public places in said corporation as determined by the Council, as follows: the Concourse, Miami Bluff and Flintpoint Way; the Tennis Court property, on the east side of Plainville Road between Maple and Chestnut Streets; the site of the Municipal Building. Wooster Pike and Crystal Springs Road; the northeast corner of the intersection of Rembold and Miami Road inside the enclosure; the northwest corner of the Old Town Center, intersection of Chestnut and Oak Streets; each for a period of fifteen days commencing on the 25th day of May 2021.

Anthony J. Borgerding, Fiscal Officer

VILLAGE OF MARIEMONT, OHIO
RESOLUTION NO. R-___-21

TO ACCEPT BID OF SUPREME SCAPES FOR
MULCHING REQUIRED AREAS OF THE VILLAGE

WHEREAS, the Public Works and Service Committee for the Village of Mariemont has determined that it would be more cost effective for the Village to outsource the task of mulching the required of the Village; and

WHEREAS, the Village of Mariemont has advertised for bids for said mulching work to be performed; and

WHEREAS, Supreme Scapes has submitted a bid for the work and was determined to be the lowest and best bid.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE VILLAGE OF MARIEMONT, HAMILTON
COUNTY, OHIO, TWO THIRDS OF THE MEMBERS ELECTED THERETO CONCURRING:

SECTION I. That the bid submitted by Supreme Scapes for mulching required areas in the Village of Mariemont for the total cost of Nine Thousand Five Hundred and no/100 Dollars (\$9,500.00), is accepted.

SECTION II. That the Mayor and Fiscal Officer are hereby authorized to enter into a written contract, being Exhibit AA@ attached hereto and incorporated herein in its entirety, with Supreme Scapes for mulching required areas in the Village for the total cost of Nine Thousand Five Hundred and no/100 Dollars (\$9,500.00).

SECTION III. That the Fiscal Officer be and is hereby authorized to pay Supreme Scapes the amount of Nine Thousand Five Hundred and no/100 Dollars (\$9,500.00) from the Permanent Improvement Fund and to charge the same to Account No. 403.703.52409

SECTION IV. That this Resolution shall go into effect at the earliest date allowed by law.

Passed: May 24, 2021

William A. Brown, Mayor

ATTEST:

Antony J. Borgerding, Fiscal Officer

I, Antony J. Borgerding, Fiscal Officer of the Village of Mariemont, Ohio, do hereby certify that there is no newspaper printed in said municipality and that publication of the foregoing Ordinance was duly made by posting true copies thereof at five of the most public places in said corporation as determined by the Council, as follows: the Concourse, Miami Bluff and Flintpoint Way; the Tennis Court property, on the east side of Plainville Road between Maple and Chestnut Streets; the site of the Municipal Building. Wooster Pike and Crystal Springs Road; the northeast corner of the intersection of Rembold and Miami Road inside the enclosure; the northwest corner of the Old Town Center, intersection of Chestnut and Oak Streets; each for a period of fifteen days commencing on the 25th day of May 2021.

Antony J. Borgerding, Fiscal Officer



Supreme Scapes LLC

3807 Round Bottom Road
Cincinnati, OH 45244
513.245.8737
www.supremescapes.com

RECIPIENT:

Village Of Mariemont
6907 Wooster Pike
Cincinnati, Ohio 45227

Quote #1290

Sent on 02/24/2021

Total \$10,241.00

PRODUCT / SERVICE	DESCRIPTION	QTY.	UNIT COST	TOTAL
Mulch (Triple Shredded)	Deliver and install 70 cubic yards of natural dyed, triple shredded mulch as directed by the village of Mariemont staff ***If additional mulch is required to complete the project it will be charged at a rate of \$135/yard delivered and installed*** Date TBD	1	\$9,500.00	\$9,500.00

A deposit of \$5,120.50 will be required to begin.

This quote is valid for the next 30 days, after which values may be subject to change.

Subtotal	\$9,500.00
OH-Hamilton-31000 (7.8%)	\$741.00
Total	\$10,241.00

VILLAGE OF MARIEMONT

RESOLUTION NO. R-____-21

RESOLUTION APPOINTING MEMBERS TO THE TREE ADVISORY BOARD

WHEREAS, Council for the Village of Mariemont has recently established a new ordinance Section 37.06 of the Mariemont Code of Ordinances to establish a Tree Advisory Board; and

WHEREAS, Council desires to appoint certain individuals to serve on that Board for the terms listed opposite their respective names; and

WHEREAS, at the outset there shall be five voting members of said Board, with several non-voting members that may be hereafter appointed by the Tree Advisory Board with the consent of Village Council, and

WHEREAS, Council desires to appoint the individuals as recommended by the Health and Recreation Committee.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE VILLAGE OF MARIEMONT, HAMILTON COUNTY, OHIO, TWO THIRDS OF THE MEMBERS ELECTED THERETO CONCURRING:

SECTION I. That the Voting Members shall be:

VOTING MEMBER:	TERM:
Barbara Whitaker - Chair	Beginning: 1-1-2021 Ending: 12-31-2022
Kristin Van Scot - Vice Chair	Beginning: 1-1-2021 Ending: 12-31-2022
Jason Brownnight	Beginning: 1-1-2021 Ending: 12-31-2022
Marcy Lewis	Beginning: 1-1-2021 Ending: 12-31-2021
Mary Beth York	Beginning: 1-1-2021 Ending: 12-31-2021

That the non-voting Members shall be:

NON-VOTING MEMBERS:	TERM:
John Bentley	Beginning: 1-1-2021 Ending: 12-31-2021
Margaret Jevic	Beginning: 1-1-2021 Ending: 12-31-2022
Ginger Kelly	Beginning: 1-1-2021 Ending: 12-31-2022
Martin Koepke	Beginning: 1-1-2021 Ending: 12-31-2021
Brad Lockhart	Beginning: 1-1-2021 Ending: 12-31-2022
Marianne Prue	Beginning: 1-1-2021 Ending: 12-31-2021
Cortney Scheeser	Beginning: 1-1-2021 Ending: 12-31-2021

SECTION II. The Tree Advisory Board may at any time adopt any other rules and regulations as it deems appropriate for the orderly operation of said Board.

SECTION III. This Resolution shall take effect at the earliest time allowed by law.

Passed: May 24, 2021

William A. Brown, Mayor

ATTEST:

Antony J. Borgerding, Fiscal Officer

I, Anthony J. Borgerding, Fiscal Officer of the Village of Mariemont, Ohio, do hereby certify that there is no newspaper printed in said municipality and that publication of the foregoing Ordinance was duly made by posting true copies thereof at five of the most public places in said corporation as determined by the Council, as follows: the Concourse, Miami Bluff and Flintpoint Way; the Tennis Court property, on the east side of Plainville Road between Maple and Chestnut Streets; the site of the Municipal Building. Wooster Pike and Crystal Springs Road; the northeast corner of the intersection of Rembold and Miami Road inside the enclosure; the northwest corner of the Old Town Center, intersection of Chestnut and Oak Streets; each for a period of fifteen days commencing on the 25th day of May 2021.

Antony J. Borgerding, Fiscal Officer

VILLAGE OF MARIEMONT, OHIO
ORDINANCE NO. 0-____-21

AN ORDINANCE AMENDING ORDINANCE NO. 0-32-98 ESTABLISHING A RESTRICTED COMPUTER FUND, HEREIN CALLED "MAYOR'S COURT COMPUTER FUND"

WHEREAS, Section 1901.261 of the Ohio Revised Code allows the establishment of a special fund to pay for computerization of the office of the Clerk of Courts; and

WHEREAS, the auditor of the State of Ohio, by bulletin 97-019 has published an opinion allowing for the implementation of a Mayor's Court Computerization Fund similar to the fund set forth in Ohio Revised Code Section 1901.261; and

WHEREAS, Council believes it is appropriate to increase the amount for Mayor's Court costs that should be transferred and deposited into the Mayor's Court Computer Fund.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF MARIEMONT, STATE OF OHIO, TWO THIRDS OF THE MEMBERS DULY ELECTED THERETO CONCURRING:

SECTION I. That Ordinance No. 0-32-98 set forth the following:

That a fund is hereby created, herein called the "Mayor's Court Computer Fund," and requiring, as provided by Ohio Revised Code Section 5705.12, that \$3.00 of every Mayor's Court case be assessed said fee and that said fee be transferred and deposited into the Mayor's Court Computer Fund, and that said fund expenditures be restricted solely for the operational and maintenance expenses related to the Mayor's Court Computer System, which shall include, but will not be limited to, the following: computer space; computer electrical, computer air conditioning; computer furniture; computer hardware; computer software; subscriptions to computer services; staff expenses related to operating the computer system, including fringe benefits; computer supplies, for example, computer paper, diskettes, etc.; training sessions, maintenance of equipment as well as computer needs studies and any other expenditure which may be appropriate for computerization purposes.

That Ordinance No. 0-32-98 is hereby amended to read as follows:

SECTION II. That a fund is hereby created, herein called the "Mayor's Court Computer Fund," and requiring, as provided by Ohio Revised Code Section 5705.12, that \$13.00 of every Mayor's Court case be assessed said fee and that said fee be transferred and deposited into the Mayor's Court Computer Fund, and that said fund expenditures be restricted solely for the operational and maintenance expenses related to the Mayor's Court Computer System, which shall include, but will not be limited to, the following: computer space; computer electrical, computer air conditioning; computer furniture; computer hardware; computer software; subscriptions to

computer services; staff expenses related to operating the computer system, including fringe benefits; computer supplies, for example, computer paper, diskettes, etc.; training sessions, maintenance of equipment as well as computer needs studies and any other expenditure which may be appropriate for computerization purposes.

SECTION III. That this Ordinance shall take effect at the earliest date allowed by law.

Passed: May 10, 2021

William A. Brown, Mayor

ATTEST:

Anthony J. Borgerding, Fiscal Officer

I, Anthony J. Borgerding, Fiscal Officer of the Village of Mariemont, Ohio, do hereby certify that there is no newspaper printed in said municipality and that publication of the foregoing Ordinance was duly made by posting true copies thereof at five of the most public places in said corporation as determined by the Council, as follows: the Concourse, Miami Bluff and Flintpoint Way; the Tennis Court property, on the east side of Plainville Road between Maple and Chestnut Streets; the site of the Municipal Building. Wooster Pike and Crystal Springs Road; the northeast corner of the intersection of Rembold and Miami Road inside the enclosure; the northwest corner of the Old Town Center, intersection of Chestnut and Oak Streets; each for a period of fifteen days commencing on the 11th day of May 2021.

Anthony J. Borgerding, Fiscal Officer

VILLAGE OF MARIEMONT, OHIO

ORDINANCE NO. 0- -21

TO AMEND ORDINANCE O-17-21 OF THE MARIEMONT CODE OF ORDINANCES TO INCREASE PAYMENT FOR EMPLOYEES; AND TO DECLARE EMERGENCY

WHEREAS, Council has reviewed Ordinance O-17-21 known as the Amended Salary Ordinance and

WHEREAS, Council believes it is in the best interest of the Village to amend said Ordinance to increase payment for employees; and.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF MARIEMONT, STATE OF OHIO, A MAJORITY OF THE MEMBERS DULY ELECTED THERETO CONCURRING:

SECTION I. That Ordinance No. 0-17-21 passed on March 8, 2021 is repealed and a replacement Ordinance enacted.

SECTION II. That the rate of pay for the following jobs be established as stated below, effective pay period beginning April 18, 2021:

SECTION III. – Salaries.

FULL-TIME

<u>Job Grade</u>	<u>Minimum Wage /Top Wage</u>	
Police Chief/Fire Chief (1)	\$74,133.74	\$124,728.65
Captain/Assistant Police Chief (1)	\$51,870.00	\$96,204.59
Lieutenant (1)	\$49,870.23	\$95,910.72
Sergeant (1)	\$46,884.00	\$88,719.38
Patrolman (6)	\$45,745.57	\$83,416.15
School Resource Officer (1)	\$47,902.40	\$56,222.40
Police Staff Assistant (1)	\$27,277.92	\$47,011.65
Assistant Fire Chief (1)	\$49,869.10	\$92,018.00
Fire Marshal (1)	\$46,884.00	\$88,590.19
Maintenance Superintendent (1)	\$51,080.37	\$82,849.23
Labor Mechanic (1)	\$18.55/hr	\$30.48/hr
Service Department Labors (3)	\$15.48/hr	\$28.45/hr
Administrative Assistant (1)	\$40,902.75	\$70,250.29
Staff Assistant, Mayor's Office (1)	\$27,277.92	\$47,011.65
Tax Administrator (1)	\$42,764.33	\$71,825.61
Assistant Tax Administrator	\$35,000.00	\$48,960.00
Staff Assistant, Tax Office (1)	\$27,277.92	\$46,089.85

PART-TIME

<u>Job Grade</u>	<u>April 18, 2021</u>	
Police Patrolman	\$16.00/hr	\$20.41/hr
Assistant Police/Court Clerk	\$15.50/hr	\$19.44/hr
Firefighter/EMT	\$8.78/hr	\$14.76/hr
Crossing Guards	\$8.11/hr	\$13.47/hr
Service Department Labors	\$8.78/hr	\$13.81/hr
Typist, Secretary	\$8.78/hr	\$13.81/hr
Tax Administrator	\$29.00/hr	\$32.30/hr
Staff Assistant, Tax Office	\$11.62/hr	\$18.86/hr
Custodian, Municipal/Tax	\$7.37/hr	\$13.87/hr
Firefighter/Paramedic	\$10.74/hr	\$18.70/hr
Designated Supervisor, Fire Department	\$3.00 above hourly	

SECTION IV. Overtime - Other than as provided in Section IV and Section VI, any hours worked in excess of 40 hours in any one week by full-time hourly rated employees shall be paid at the rate of 1 1/2 times the straight hourly rate for all work in excess of 40 hours.

No part-time employees shall be paid overtime without the Department Head first receiving prior written approval from the Mayor.

None of the above compensation shall be applicable to Department Heads, except that the Chief of Police/Fire shall be eligible to earn overtime pay when policing school athletic events and other special situations where the Village is reimbursed by a third party for the cost of any such overtime pay.

SECTION V. Overtime – Full time Fire Department personnel will change from a 21-day FLSA cycle to a 28-day cycle. Full time staff, exclusive of the Assistant Fire Chief will work 192 hours in the 28 day cycle at straight time; overtime pay for the full-time fire personnel in excess of 212 hours during the 28 day period shall be paid at the rate of 1 ½ times their straight time hourly rate. Assistant Fire Chief will work 160 hours in a 28-day cycle. Overtime pay in excess of 171 hours during the 28 day period shall be paid at the rate of 1 ½ times his/her straight time.

That overtime for full-time police personnel in excess of 160 hours in a 28-day period shall be paid at the rate of 1 ½ times their straight hourly rate.

That all employees, except for full-time fire personnel, who so designate, may accumulate no more that 48 hours of compensatory time at any given time. The employee shall be credited with 1½ hours for each hour worked, with the total accumulated never to exceed 48 hours. Full time fire personnel may accumulate no more than 48 hours.

Full-time Fire and Maintenance employees shall receive a minimum of one-hour pay for call-in situations.

SECTION VI. Court Pay - Members of the Police Department, when it is not during their regularly scheduled working hours, shall be paid for not less than two hours overtime pay for court appearances.

SECTION VII. Mandatory Meetings - Pay for attendance at mandatory meetings when it is not during their regularly scheduled work hours of full-time firefighters or police officers, shall be as follows:

(A) Firefighters shall be paid 1 1/2 times their regular hourly pay for each hour of the first four meetings per year and \$20.00 per meeting thereafter, not to exceed 24 meetings annually, providing that the time does not exceed F.L.S.A. guidelines;

(B) Police officers shall be paid 1 1/2 times their regular hourly pay for each hour of the first four meetings (inclusive of firearms qualifications) per year and \$20.00 per meeting thereafter, providing that time does not exceed F.L.S.A. guidelines.

SECTION VIII. Part-Time Employees - Part-Time firefighters and paramedics shall be paid at the rate of 1 1/2 times their normal hourly rate for any hours actually worked on the following holidays: (1) New Year's Day; (2) Memorial Day; (3) Fourth of July; (4) Labor Day; (5) Thanksgiving Day (6) Christmas Eve, (7) Christmas Day and (8) New Year's Eve.

Crossing Guards shall be paid for any hours they would have otherwise worked when school is closed due to snow, up to a maximum of five snow days per year.

SECTION IX. Promotions - That the Mayor make recommendations to Council for the promotion of personnel from a lower grade to a higher grade. An employee who is promoted shall not be paid less than 100% of his/her former salary.

After being promoted, an employee shall be required to complete a 180-day probationary period.

SECTION X. Probationary Period for New Employees - That each employee of the Police, Fire and Maintenance Departments shall be considered to be on a probationary status for 12 months from the date of his/her employment. During the probationary period no employee shall be compensated for sick time, vacation time, or personal leave time. Thereafter, the employee shall be considered to be a full-time Village employee with full-service time retroactive to his/her date of employment.

That each employee of the Administration and Tax Departments shall be considered to be on a probationary status for the first 180 days from the date of his/her employment. During the probationary period no employee shall be compensated for sick time, vacation time, or personal leave time. Thereafter, the employee shall be considered to be a full-time Village employee with full-service time retroactive to his/her date of employment.

SECTION XI. Maximum Salary/Pay Increases - All employees new to a salary range will serve a minimum of three years in a grade before being paid the maximum allowable salary.

The salary level of employees may be adjusted in increments and time intervals as approved by the Mayor.

SECTION XII. Accident Policy - That the Village of Mariemont shall purchase an accident policy for each volunteer fireman and pay the cost thereof.

SECTION XIII. Vacation - That each full-time employee shall earn vacation as follows:

- (A) One-year anniversary date of continuous service – 2 weeks
- (B) Seven-year anniversary date of continuous service – 3 weeks

- (C) Fifteen-year anniversary date of continuous service – 4 weeks

Vacation time does not accrue from year to year.

For purposes of determining continuous service, layoffs of less than 2 years shall not be considered as breaking continuous service, although the period of layoff will not be used in calculating vacation.

Continuous prior service to the Village by a Part-Time employee will count towards the calculation of vacation time. The credited time will be calculated by using the number of paid hours worked per calendar year of service. Example: An employee worked 832 paid hours in 2002. They would receive a 40% credit ($832 / (8\text{-hour day times } 5 \text{ days/week times } 52 \text{ weeks})$) for a 80-hour per paycheck worker or the % equivalent for other pay cycles.

Unused vacation days, up to 5, can be carried over to the next calendar year.

SECTION XIV. Sick Leave - Effective January 1, 1980, each full-time employee shall be entitled to sick leave as follows:

- (A) All employees except those listed in (B) below shall receive 10 hours of sick leave for each month of service. Unused sick leave may be cumulative up to a maximum of 120 days.
- (B) The Fire Marshal shall receive 14 hours of sick leave for each month of service. Unused sick leave may be cumulative up to a maximum of 168 days.
- (C) For those Village employees accumulating the maximum number of sick leave hours allowable under Village code (960 hours, except 1,344 hours in the case of a fire marshal), the Village shall pay that employee for one-half of any sick time not used in that year up to a maximum of 60 hours per year (except for Fire Marshal which is a maximum of 84 hours per year), so long as that employee used 40 hours (or 48 hours in the case of a fire marshal) or less of sick leave during that year.

No sick leave may be granted to a Village employee upon or after his/her retirement.

The Mayor is hereby authorized to implement a policy for the continuation of wages for employees who sustain a job-related injury or illness. Employees will not be charged with the use of sick leave when off work under this provision.

A full-time employee shall be granted a maternity leave of absence to commence on a date determined by her physician. The employee shall use accumulated sick leave to be compensated for maternity leave. The Mayor is hereby authorized to implement a policy for the use of maternity leave.

SECTION XV. Medical and Dental Coverage - The Village of Mariemont shall pay the premium costs to provide dental coverage, life insurance and AD&D insurance for all full-time employees as set forth herein. Full-Time employees will be offered medical coverage with a shared cost dependent on employee choice of medical plan. Additionally, the Village shall participate in the employee's Health Savings Account (HSA). Funding these accounts will coincide with the calendar year versus the benefit year per IRS rules for HSA use and shall be set forth below.

	Platinum A	Gold A	Platinum C
Employee premium share	10%	7.5%	5%
HSA Contribution Single	\$1,000	\$1,100	\$1,500

HSA Contribution EE+1		\$2,000	\$2,100	\$3,000
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The July 2020 payment will be the balance of 2020. January 2021 will reflect one half of this amount. This will allow the employees to align their annual deductible costs to the IRS rules.

For those full-time employees requesting coverage other than single dental coverage, the Village shall pay ninety-four percent (94%) of the premium cost and the employee shall pay six percent (6%) of the premium cost of the difference between single dental coverage and the selected dental coverage.

In addition, HSA contributions by the Village will be prorated by months for new hire eligible for healthcare benefits. (Example: a person working 4 months in a year will receive equivalent contribution for 4 months)

SECTION XVI. Holidays – Police and Fire Departments - That all full-time members of the Police and Fire Departments shall receive the following 9 holidays:

(1) New Year’s Day; (2) President’s Day; (3) Good Friday; (4) Memorial Day; (5) Fourth of July; (6) Labor Day; (7) Thanksgiving; (8) Christmas; (9) Floating Holiday.

Full-time members may be given the day off, with pay, if scheduling permits. In the event a full-time member is required to work on a holiday, he/she will be paid an additional day’s pay over and above the employee’s regular pay. Rate of pay to be based on 260-day work year (52 weeks x 5 days). The employee’s base salary shall be divided by 260 to determine holiday pay. Payment is to be made on the payroll that contains the date on which the holiday falls.

If required to work on a holiday, the Chief of Police/Fire will be compensated as described above.

SECTION XVII. Holidays – Non-Police and Fire Employees - All full-time employees other than those in the Police and Fire Departments shall receive the following 9 holidays:

(1) New Year’s Day; (2) President’s Day; (3) Good Friday; (4) Memorial Day; (5) Fourth of July; (6) Labor Day; (7) Thanksgiving Day; (8) Christmas; (9) Floating Holiday.

In the event a full-time employee is required to work on a holiday, the employee shall receive 1 ½ the hourly rate for each hour worked in addition to his regular pay. Holiday work schedules are to be approved in advance by the Mayor. If the holiday falls on a Saturday, Friday shall be considered to be the holiday. If the holiday falls on a Sunday, Monday shall be considered the holiday.

If required to work on a holiday, a Department Head will be compensated in the same manner as Chief of Police/Fire.

SECTION XVIII. Personal Days - All full-time employees are to receive three (3) work days of personal leave annually. Personal leave days do not accrue from year to year.

SECTION XIX. Swimming and Tennis Passes - That the Village shall provide family passes for swimming and tennis facilities for all full-time employees. Part time employees may purchase individual or family passes to the Village’s swim and tennis facilities.

SECTION XX. That the rate of pay and benefits established in this Ordinance be subject to review bi-annually. The revisions and/or additions made in the Ordinance shall apply to all employees as stated.

SECTION XXI. Incentive Pay - That the Village may provide incentive pay for those full-time employees who have shown by their effort and example outstanding ability in performing their duties.

- (A) Very Good \$350 to \$600
- (B) Exceptional \$600 to \$850

Council approved Holiday Pay up to \$500.00 for each Full-Time Employee in lieu of Incentive Bonus Pay

All performance ratings shall be approved by the Department Head and the Mayor. Incentive pay shall be awarded after completion of annual reviews.

SECTION XXII. Retirement/Severance Pay - Full time employees of the Village of Mariemont will be eligible for the following benefits when they retire under Public Employees Retirement System of Ohio, and Police and Firemen's Disability and Pension Fund.

- (A) One month's severance pay.
- (B) Full unused vacation for the year in which the retirement occurs.
 - 1. This may be taken in pay or days off, or a combination of each.
 - 2. Employees retiring on December 31st of any year will receive vacation for the coming year.
- (C) Accrued but unused compensatory time.
- (D) Accrued but unused personal days.

SECTION XXIII. Longevity Pay - Each full time Village employee shall receive longevity pay as follows:

- (A) \$200 base upon completion of 5 years of continuous service for full-time employees
- (B) \$25 incremental increase, plus the \$200 base for each additional year of continuous service for full-time employees

Continuous prior service to the Village by a part-time employee will count towards the calculation of longevity pay, as follows:

- (A) Rate to be calculated by number of paid hours per calendar year of service. EXAMPLE: An employee worked 832 paid hours in 2002. They would receive a 40% credit ($832 / (8\text{-hour days times } 5 \text{ days/week times } 52 \text{ weeks})$) for an 80-hour per paycheck worker or the % equivalent for other pay cycles.

For purposes of determining continuous service, layoffs of less than 2 years shall not be considered as breaking continuous service, although the period of layoff will not be used in calculating longevity.

Longevity pay will be paid on the payroll that contains the employee's anniversary date. Any right to longevity pay terminates upon termination of employment with the Village for whatever reason.

Continuous prior service to the Village by a Part-Time employee will count towards the calculation of vacation time. The credited time will be calculated by using the number of paid hours worked per calendar year of service. Example: An employee worked 832 paid hours in 2002. The would receive a 40% credit ($832 / 8 \text{ hr day time } 5/\text{week times } 52 \text{ weeks}$) for a 80 per paycheck worker or the % equivalent for other pay cycles.

SECTION XXIV. Pay for Acting Supervisory Duties – An employee, acting as a supervisor during the extended temporary absence of a supervisor, may, with the prior approval of the Mayor, receive extra compensation, within the supervisory range, for a specified period of time.

SECTION XXV. That this Ordinance shall be an emergency measure for the immediate preservation of the public peace, health and safety of the Village of Mariemont. The reason for the emergency is to move the School Resource Officer Position to a Full-Time Employee status so health benefits may apply.

Passed: April 26, 2021

William A. Brown, Mayor

ATTEST:

Anthony J. Borgerding, Fiscal Officer

I, Anthony J. Borgerding, Fiscal Officer of the Village of Mariemont, Ohio, do hereby certify that there is no newspaper printed in said municipality and that publication of the foregoing Ordinance was duly made by posting true copies thereof at five of the most public places in said corporations as determined by the council, as follows: at the Concourse, Miami Bluff and Flintpoint Way; the Tennis Court property, on the east side of Plainville Road between Maple and Chestnut Streets; the site of the Municipal Building, Wooster Pike and Crystal Springs Road; the northeast corner of the intersection of Rembold and Miami Road inside the enclosure; the northwest corner of the Old Town Center, intersection of Chestnut and Oak Streets; each for a period of fifteen days commencing on the 27th day of April 2021.

Anthony J. Borgerding, Fiscal Officer

