

**LANCASTER CITY COUNCIL  
LANCASTER, OHIO**

**June 13, 2022**

**REGULAR MEETING CONVENES  
PRAYER  
CALL TO ORDER  
PLEDGE OF ALLEGIANCE  
ROLL CALL  
READING AND DISPOSING OF THE JOURNAL  
REPORTS OF CITY OFFICIALS  
COMMUNICATIONS  
SPECIAL PRESENTATION AND AWARDS  
PETITIONS AND MEMORIALS  
PERMISSION OF VOTERS AND TAXPAYERS TO ADDRESS COUNCIL  
REPORTS OF STANDING COMMITTEES  
REPORTS OF SPECIAL COMMITTEES  
PUBLIC HEARINGS  
READING OF RESOLUTIONS**

**THIRD READING**

NONE.

**SECOND READING**

Temp Res #78-22      A RESOLUTION TO APPROPRIATE FROM THE UNENCUMBERED BALANCE AND AMEND THE CERTIFICATE WITH THE COUNTY AUDITOR IN THE CITY INCOME TAX FUND (2016) TO COVER INCOME TAX REFUND REQUESTS

**Finance (Stoughton/McDaniel) (3 Readings)**

Temp Res #84-22      A RESOLUTION APPROVING AND AUTHORIZING THE MAYOR TO SUBMIT TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT THE CITY OF LANCASTER'S FISCAL YEAR (FY) 2022 COMMUNITY DEVELOPMENT BLOCK GRANT ANNUAL ACTION PLAN AND STATEMENT OF OBJECTIVES

**Economic Development (McDaniel/Schoonover) (3 Readings)**

***Public Hearing set June 27, 2022, at 6:30 p.m.***

**FIRST READING**

Temp Res #85-22      A RESOLUTION TO APPROPRIATE FROM THE UNENCUMBERED BALANCE AND AMEND THE CERTIFICATE WITH THE COUNTY AUDITOR IN THE GENERAL FUND (1001)

**Finance (Stoughton/Crites) (1 Reading)**

Temp Res #86-22      A RESOLUTION TO APPROPRIATE FROM THE UNENCUMBERED BALANCE AND AMEND THE CERTIFICATE WITH THE COUNTY AUDITOR IN THE GENERAL FUND (1001) FOR THE PURCHASE OF MARCS RADIOS FOR THE LANCASTER POLICE DEPARTMENT

**Finance (Stoughton/McDaniel) (2 Readings)**

- Temp Res #87-22      A RESOLUTION TO APPROPRIATE FROM THE UNENCUMBERED BALANCE AND AMEND THE CERTIFICATE WITH THE COUNTY AUDITOR IN THE FIRE IMPACT FUND (3022) FOR THE PURCHASE OF MARCS RADIOS FOR THE LANCASTER FIRE DEPARTMENT  
**Finance (Stoughton/Crites) (2 Readings)**
- Temp Res #88-22      A RESOLUTION TO INCREASE AND DECREASE APPROPRIATIONS IN THE GENERAL FUND (1001) FOR LANCASTER POLICE DEPARTMENT COMMUNICATION TECHNICIAN OVERTIME  
**Finance (Stoughton/McDaniel) (1 Reading)**
- Temp Res #89-22      A RESOLUTION AUTHORIZING THE SERVICE-SAFETY DIRECTOR TO DISPENSE WITH COMPETITIVE BIDDING UNDER THE OHIOBUYS STATE CONTRACT AND ENTER INTO A CONTRACT WITH LIMBACH FOR A NEW AIR CONDITIONING UNIT FOR THE LANCASTER POLICE DEPARTMENT, AUTHORIZE ANY THEN AND NOW CERTIFICATES COMING FROM THIS PROJECT, APPROPRIATE FROM THE UNENCUMBERED BALANCE IN THE GENERAL FUND (1001), AND AMEND THE CERTIFICATE OF APPROPRIATIONS WITH THE COUNTY AUDITOR  
**Finance (Stoughton/Crites) (2 Readings)**

## READING OF ORDINANCES

### THIRD READING

NONE.

### SECOND READING

- Temp Ord #17-22      AN ORDINANCE TO ESTABLISH THE BENEFITS, TITLES, AND COMPENSATION FOR THE FINANCIAL SPECIALIST TRAINER IN THE CITY OF LANCASTER TREASURER'S OFFICE, AND TO DECLARE AN EMERGENCY  
**Finance (Stoughton/Crites) (3 Readings)**
- Temp Ord #18-22      AN ORDINANCE TO AMEND PERMANENT ORDINANCE 43-21, REPEAL AND REPLACE EXISTING 43-21, AND DECLARE AN EMERGENCY FOR THE MANAGEMENT PAY ORDINANCE  
**Finance (Stoughton/McDaniel) (3 Readings)**
- Temp Ord #19-22      AN ORDINANCE TO AMEND LANCASTER CODIFIED ORDINANCE CHAPTER 103 WARDS AND BOUNDARIES, REPEAL EXISTING CHAPTER 103, AND TO DECLARE AN EMERGENCY  
**Law (Crites/Schoonover) (2 Readings)**

### FIRST READING

NONE.

**TABLED LEGISLATION**

Temp Res #56-22

A RESOLUTION TO AUTHORIZE ALTERNATIVE  
COMPOSITION OF LANCASTER CITY COUNCIL  
PURSUANT TO OHIO REVISED CODE 731.01(B)

**Law (Crites/Tener) (3 Readings)****Tabled after 3<sup>rd</sup> Reading – April 25, 2022****UNFINISHED BUSINESS****NEW BUSINESS****ANNOUNCEMENT OF SCHEDULED MEETINGS****REGULARLY SCHEDULED CITY COUNCIL MEETINGS**

1. June 27<sup>th</sup> at 6:30 p.m.
  - a. Public Hearing – Temporary Resolution 84-22
2. July 18<sup>th</sup> at 6:30 p.m.

**SPECIAL SCHEDULED MEETINGS**

1. None.

**REGULARLY SCHEDULED COMMITTEE MEETINGS**

1. IT/Telecom – June 17<sup>th</sup> at 7:30 a.m. – 1897 CR
2. Public Works – June 17<sup>th</sup> at 7:30 a.m. – Zane CR
3. Finance – June 27<sup>th</sup> at 6:00 p.m. – Council Chambers
4. Water/WPC – July 13<sup>th</sup> at 8:30 a.m. – 1897 CR

**READING OF BILLS****EXECUTIVE SESSION (if needed)****ADJOURNMENT**

TEMPORARY RESOLUTION NO. 85-22

PERMANENT RESOLUTION NO. \_\_\_\_\_

A RESOLUTION TO APPROPRIATE FROM THE UNENCUMBERED BALANCE AND AMEND THE CERTIFICATE WITH THE COUNTY AUDITOR IN THE GENERAL FUND (1001)

WHEREAS, Lancaster City Council approved Permanent Ordinance 10-22 approving the adjusted pay range for the MORPC local government summer intern program; and

WHEREAS, in order to cover the adjusted pay, an additional appropriation is needed to cover the increase;

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF LANCASTER, STATE OF OHIO,

SECTION 1. That the City of Lancaster Auditor amend the Certificate of Appropriations with the County Auditor in the amount of Two Thousand Dollars (\$2,000.00) in the General Fund (1001).

SECTION 2. That the City of Lancaster Auditor appropriate from the unencumbered balance in the amount of Two Thousand Dollars (\$2,000.00) into expense account 1001.1250.51002 (Salaries/Staff-Mayor).

SECTION 3. That this resolution shall take effect and be in force from and after the earliest period allowed by law.

Passed: \_\_\_\_\_ after \_\_\_\_\_ reading. Vote: Yeas \_\_\_\_\_ Nays \_\_\_\_\_

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

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

Clerk: \_\_\_\_\_

\_\_\_\_\_  
Mayor

Offered by: \_\_\_\_\_

Second by: \_\_\_\_\_

Requested by Finance Committee

TEMPORARY RESOLUTION NO. 86-22

PERMANENT RESOLUTION NO. \_\_\_\_\_

A RESOLUTION TO APPROPRIATE FROM THE UNENCUMBERED BALANCE AND AMEND THE CERTIFICATE WITH THE COUNTY AUDITOR IN THE GENERAL FUND (1001) FOR THE PURCHASE OF MARCS RADIOS FOR THE LANCASTER POLICE DEPARTMENT

WHEREAS, this resolution is requested to fund a portion of the expense of MARCS Radios for the Lancaster Police Department ("LPD"); and

WHEREAS, this project was not budgeted for 2022, but is immediately necessary to maintain public and officer safety by way of establishing a reliable and up to standard radio communication system; and

WHEREAS, this system will allow LPD officers and dispatchers to communicate with other public safety agencies by way of portable radios and in-car radios, a capability not available with their current radio system; and

WHEREAS, the City of Lancaster is the only community in central Ohio without this capability, and a major incident in the City or State could result in catastrophic communications failures due to the City's lack of inter-agency communication; and

WHEREAS, the additional appropriation of One Hundred Sixty Thousand Dollars (\$160,000.00), combined with One Hundred Seventy-Five Thousand Dollars (\$175,000.00) available from the 911 Tariff Fund, will cover the purchase of MARCS Radios which are anticipated to cost not more than Three Hundred Thirty-Five Thousand Dollars (\$335,000.00);

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF LANCASTER, STATE OF OHIO,

SECTION 1. That the City of Lancaster Auditor amend the Certificate of Appropriations with the County Auditor in the amount of One Hundred Sixty Thousand Dollars (\$160,000.00) in the General Fund (1001).

SECTION 2. That the City of Lancaster Auditor appropriate from the unencumbered balance in the amount of One Hundred Sixty Thousand Dollars (\$160,000.00) into expense account 1001.3250.53018 (Misc. Non-Fixed Assets).

SECTION 3. That this resolution shall take effect and be in force from and after the earliest period allowed by law.

Passed: \_\_\_\_\_ after \_\_\_\_\_ reading. Vote: Yeas \_\_\_\_\_ Nays \_\_\_\_\_

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

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

Clerk: \_\_\_\_\_

\_\_\_\_\_  
Mayor

Offered by: \_\_\_\_\_

Second by: \_\_\_\_\_

Requested by Finance Committee

TEMPORARY RESOLUTION NO. 87-22

PERMANENT RESOLUTION NO. \_\_\_\_\_

A RESOLUTION TO APPROPRIATE FROM THE UNENCUMBERED BALANCE AND AMEND THE CERTIFICATE WITH THE COUNTY AUDITOR IN THE FIRE IMPACT FUND (3022) FOR THE PURCHASE OF MARCS RADIOS FOR THE LANCASTER FIRE DEPARTMENT

WHEREAS, this resolution is requested to fund a portion of the expense of MARCS Radios for the Lancaster Fire Department (“LFD”); and

WHEREAS, this project was not budgeted for 2022, but is immediately necessary to maintain public and officer safety by way of establishing a reliable and up to standard radio communication system; and

WHEREAS, this system will allow LFD personnel to communicate with other public safety agencies by way of portable radios and in-vehicle radios, a capability not available with their current radio system; and

WHEREAS, the City of Lancaster is the only community in central Ohio without this capability, and a major incident in the City or State could result in catastrophic communications failures due to the City’s lack of inter-agency communication;

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF LANCASTER, STATE OF OHIO,

SECTION 1. That the City of Lancaster Auditor amend the Certificate of Appropriations with the County Auditor in the amount of Two Hundred Ninety-Five Thousand Dollars (\$295,000.00) in the Fire Impact Fund (3022).

SECTION 2. That the City of Lancaster Auditor appropriate from the unencumbered balance in the amount of Two Hundred Ninety-Five Thousand Dollars (\$295,000.00) into expense account 3022.9270.53018 (Misc. Non-Fixed Assets).

SECTION 3. That this resolution shall take effect and be in force from and after the earliest period allowed by law.

Passed: \_\_\_\_\_ after \_\_\_\_\_ reading. Vote: Yeas \_\_\_\_\_ Nays \_\_\_\_\_

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

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

Clerk: \_\_\_\_\_

\_\_\_\_\_  
Mayor

Offered by: \_\_\_\_\_

Second by: \_\_\_\_\_

Requested by Finance Committee

TEMPORARY RESOLUTION NO. 88-22

PERMANENT RESOLUTION NO. \_\_\_\_\_

A RESOLUTION TO INCREASE AND DECREASE APPROPRIATIONS IN THE GENERAL FUND (1001) FOR LANCASTER POLICE DEPARTMENT COMMUNICATION TECHNICIAN OVERTIME

WHEREAS, due to three (3) unforeseen resignations, a retirement, and field training pay to the communication technician(s) training the replacement communication technicians, the Lancaster Police Department's ("LPD") overtime account for communication technicians has been depleted; and

WHEREAS, a transfer of Thirty-Three Thousand Dollars (\$33,000.00) from the LPD officer retirement fund, 1001.3250.51004 (Retirement), which leaves sufficient funds in that line item for planned retirements, will augment the communication technician overtime line item, 1001.3260.51003 (Civilian Overtime), and provide sufficient funding through the end of the year;

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF LANCASTER, STATE OF OHIO,

SECTION 1. That the City of Lancaster Auditor complete an appropriation decrease and increase for the following accounts:

**DECREASE:**

1001.3250.51004, Retirement \$33,000.00

**INCREASE:**

1001.3260.51003, Civilian Overtime \$33,000.00

SECTION 2. That this resolution shall take effect and be in force from and after the earliest period allowed by law.

Passed: \_\_\_\_\_ after \_\_\_\_\_ reading. Vote: Yeas \_\_\_\_\_ Nays \_\_\_\_\_

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

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

Clerk: \_\_\_\_\_

\_\_\_\_\_  
Mayor

Offered by: \_\_\_\_\_

Second by: \_\_\_\_\_

Requested by Finance Committee

TEMPORARY RESOLUTION NO. 89-22

PERMANENT RESOLUTION NO. \_\_\_\_\_

A RESOLUTION AUTHORIZING THE SERVICE-SAFETY DIRECTOR TO DISPENSE WITH COMPETITIVE BIDDING UNDER THE OHIOBUYS STATE CONTRACT AND ENTER INTO A CONTRACT WITH LIMBACH FOR A NEW AIR CONDITIONING UNIT FOR THE LANCASTER POLICE DEPARTMENT, AUTHORIZE ANY THEN AND NOW CERTIFICATES COMING FROM THIS PROJECT, APPROPRIATE FROM THE UNENCUMBERED BALANCE IN THE GENERAL FUND (1001), AND AMEND THE CERTIFICATE OF APPROPRIATIONS WITH THE COUNTY AUDITOR

WHEREAS, purchases from the Ohio Department of Administrative Services' State Contracts are exempt from the competitive bid requirements per the Ohio Revised Code; and

WHEREAS, Limbach Company LLC ("Limbach") currently has an HVAC Installation, Maintenance, and Repair Contract with the State (CSP900522-14) that expires on June 30, 2023; and

WHEREAS, the chiller and air handler on one of the air conditioning ("AC") units at the Lancaster Police Department ("LPD") are no longer functional, which has resulted in a significant temperature increase in the building at a time when the outdoor temperature is expected to continue to climb as well; and

WHEREAS, Limbach has evaluated LPD's HVAC needs and provided LPD with proposals for a new AC unit, including the chiller which will cost approximately One Hundred Ninety-Eight Thousand Eight Hundred Ten Dollars (\$198,810.00) and the air handler which will cost approximately One Hundred Fifty-Two Thousand One Hundred and Five Dollars (\$152,105.00), and cannot be delivered for another thirty (30) weeks due to the custom nature of these components; and

WHEREAS, in the meantime, LPD has already contracted with Limbach for Thirty-Six Thousand Five Hundred Dollars (\$36,500.00) for the rental, installation, and removal of a temporary air conditioning unit and ductwork to reduce the indoor air temperature sufficiently for the public and employees to continue using the facility; and

WHEREAS, LPD currently has One Hundred Fifty Thousand Dollars (\$150,000.00) extra money budgeted for officer wages in fund 1001.3250.51002 (Salaries/staff Police) as a result of fewer hires, of which Eighteen Thousand Five Hundred Dollars (\$18,500.00) can be used to cover the expense of the temporary air conditioning unit which will be paid out of LPD's contractual services fund, 1001.3250.52034 (Contractual Serv – Police) with the remaining One Hundred Thirty-One Thousand Five Hundred (\$131,500.00) going towards the purchase of the replacement unit from LPD's fixed asset account, 1001.3250.56030 (Equipment – Capital – Police); and

WHEREAS, LPD is requesting that the balance of this expense, Two Hundred Nineteen Thousand Four Hundred Fifteen Dollars (\$219,415.00) be appropriated from the General Fund (1001) and encumbered in LPD's fixed asset account, 1001.3250.56030 (Equipment – Capital – Police), as well;



BE IT RESOLVED BY THE COUNCIL OF THE CITY OF LANCASTER, STATE OF OHIO,

SECTION 1. That the Service-Safety Director is hereby authorized to dispense with competitive bidding under State Contract CSP900522-14 for the air conditioning unit replacement project at LPD.

SECTION 2. That the City of Lancaster Auditor amend the Certificate of Appropriations with the County Auditor in the amount of Two Hundred Nineteen Thousand Four Hundred Fifteen Dollars (\$219,415.00) in the General Fund (1001).

SECTION 3. That the City of Lancaster Auditor appropriate from the unencumbered balance in the amount of Two Hundred Nineteen Thousand Four Hundred Fifteen Dollars (\$219,415.00) into expense account 1001.3250.56030 (Equipment – Capital – Police).

SECTION 4. That One Hundred Fifty Thousand Dollars (\$150,000.00) in fund 1001.3250.51002 (Salaries/staff Police) be transferred as indicated below:

1001.3250.52034, Contractual Serv – Police	\$18,500.00
1001.3250.56030, Equipment – Capital – Police)	<u>\$131,500.00</u>
	\$150,000.00

SECTION 5. That City Council issue a Then and Now Certificate for purchase orders coming from this project.

SECTION 6. That this resolution shall take effect and be in force from and after the earliest period allowed by law.

Passed: \_\_\_\_\_ after \_\_\_\_\_ reading. Vote: Yeas \_\_\_\_\_ Nays \_\_\_\_\_

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

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

Clerk: \_\_\_\_\_

\_\_\_\_\_  
Mayor

Offered by: \_\_\_\_\_

Second by: \_\_\_\_\_

Requested by Finance Committee