

Village of Minerva Park
Council Meeting: March 16, 2020
AGENDA

Pledge of Allegiance

Roll Call

Green Cards

Legislation

Resolution 2020-09 Utility Task Vehicle

2nd Reading waiver 3rd reading pass as an emergency

Ordinance 4-2020 Supplemental Appropriations

2nd Reading waiver 3rd reading

Ordinance 5-2020 Amending wage and salary ranges

1st reading waive the 3 readings and pass as an emergency

New Business

Old Business

Citizens' Comments

Adjourn

RESOLUTION 2020-09

A RESOLUTION AUTHORIZING THE MAYOR AND FISCAL OFFICER TO ENTER INTO CONTRACT TO PURCHASE A UTILITY TASK VEHICLE (UTV) AND DECLARING IT AN EMERGENCY

WHEREAS, the Village of Minerva Park maintains a maintenance department to care for the Village public property; and,

WHEREAS, the existing golf cart is beyond its useful life; and,

WHEREAS, the appropriations for the purchase of a new maintenance vehicle have been previously approved/reallocated.

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE VILLAGE OF MINERVA PARK, OHIO, THAT:

Section 1. The Council of the Village of Minerva Park hereby expresses its intent to purchase a 2020 Utility Task Vehicle at a cost not to exceed \$14,000.

Section 2. The Mayor and Fiscal Officer are authorized to execute a contract for the purchase of a 2020 Utility Task Vehicle UTV

Section 3. It is hereby found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Council, and that any and all deliberations of this Council and any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements of the laws of the State of Ohio.

Section 4. All prior legislation, or any parts thereof, which are inconsistent with this Resolution is/are hereby repealed as to the inconsistent parts thereof.

Section 5. That this resolution is hereby declared to be an emergency measure, necessary for the preservation of the public health, safety and welfare and specifically for the need to have proper equipment within the proposed time; WHEREFORE, this resolution shall take effect and be in force from and after its passage.

Tiffany Hughes, Mayor

First Reading: March 9th 2020
Second Reading: March 16th 2020
Third Reading: WAIVED
Passed: March 16th 2020

ATTEST

APPROVED AS TO FORM

Jeanetta Anderson, Fiscal Officer

Solicitor

ORDINANCE 04-2020

AN ORDINANCE TO MAKE SUPPLEMENTAL APPROPRIATIONS FOR THE CURRENT EXPENSES OF THE VILLAGE OF MINERVA PARK FOR THE YEAR 2020

WHEREAS, it is necessary to supplement the appropriations in Ordinance 25-2019 for the year ending December 31, 2020; and

WHEREAS, the appropriations herein are to be effective for the year ending December 31, 2020.

NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF MINERVA PARK, OHIO THAT:

Section 1. The Annual Appropriations in Ordinance 25-2019 are supplemented as follows:

<u>Fund/Account No.</u>	<u>Account Name</u>	<u>Current Amount</u>	<u>Increase</u>	<u>Revised Amount</u>
<u>General Fund</u>				
<u>Other Community Environmental-Lakes</u>				
1000-490-399-0046	Contractual Services	\$0	\$2,000	\$2,000
<u>Other General Government</u>				
1000-790-349-0000	Contractual Services	\$3,600	\$5,000	\$8,600

Section 2. The Fiscal Officer shall certify these additional appropriations to the Franklin County Budget Commission.

Section 3. This Ordinance shall be in full force and effect upon its passage.

Tiffany Hughes, Mayor

First Reading: March 9, 2020
Second Reading: March 16, 2020
Third Reading: WAIVED
Passed: March 16, 2020

ATTEST

APPROVED AS TO FORM

Jeanetta Anderson, Fiscal Officer

Solicitor

ORDINANCE 05-2020

AN ORDINANCE AMENDING THE WAGE AND SALARY RANGES, THE NUMBER OF EMPLOYEES AND POSITIONS FOR THE VILLAGE OF MINERVA PARK AND DECLARING AN EMERGENCY

WHEREAS, pursuant to Section 731.10, Revised Code, the legislative authority may provide such employees for the Village as it determines are needed; and,

WHEREAS, pursuant to Section 731.13, Revised Code, the legislative authority of a Village shall fix the compensation of all officers, clerks, and employees of the Village except as otherwise provided by law; and,

WHEREAS, the Village Council has established various positions and salary ranges in Ordinance 26-2019; and,

WHEREAS, the Council of the Village of Minerva Park desires to amend the positions and number of employees, adding two additional part-time positions and combining the duties of the Fiscal Officer and the Clerk of Court;

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE VILLAGE OF MINERVA PARK, OHIO, THAT:

Section 1. The number of hourly full-time and part-time administrative assistants and related pay ranges shall be amended as follows:

Positions/Job Title	Authorized Number	Full-Time/ Part-time/ Seasonal	Hourly Rates		Annual Compensation **	
			From	To	From	To
<u>Mayor/Administration</u>						
Administrative Assistant	1	Full-Time	14.00	20.00	29,120	41,600
Administrative Assistant	1	Part-Time	14.00	20.00	14,560	20,800

** Annual Compensation is presented for information only and is calculated based on 2080 hours for full-time employees, 1040 hours for part-time employees and 480 hours for seasonal employees.

Section 2. The full-time salaried positions and related pay ranges shall be amended as follows:

Positions/Job Title	Authorized Number	Full-time/ Part-Time	Annual Compensation	
			From	To
Fiscal Officer/Clerk of Court	1	Full-time	55,000	67,000
Assistant Fiscal Officer	1	Part-Time	11,700	14,300

Section 3. It is hereby found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council, and that any and all deliberations of this Council and any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements of the laws of the State of Ohio.

ORDINANCE 05-2020

(Continued)

Section 4. Council declares this to be an emergency measure necessary for the health, safety and welfare of the residents of Minerva Park, such emergency arising out of the immediate need to restructure the positions of the Village in order to provide continued services to the Village

Tiffany Hughes, Mayor

First Reading: March 16, 2020
Second Reading: Waived
Third Reading: Waived
Passed: March 16, 2020

ATTEST

APPROVED AS TO FORM

Fiscal Officer

Solicitor