



## COUNCIL AGENDA

**Monday, March 4, 2024 – 7:00 pm**  
**Waynesville Municipal Building, 1400 Lytle Road**

- I. Roll Call
- II. Pledge of Allegiance
- III. Mayor (for purposes of acknowledgments)
- IV. Disposition of Minutes of Previous Meetings  
Council, February 20, 2024 at 7:00 p.m.
- V. Public Recognition/Visitor's Comments (A five minute per person time limit will be allowed for each speaker unless more time is requested and approved by a majority of the council)
- VI. Old Business
- VII. Reports
  - Standing Council Committees
    - a) Finance Committee
    - b) Public Works Committee
    - c) Special Committees
  - Village Manager's Report
  - Police Report
  - Finance Director's Report
  - Law Directors Report
- VIII. New Business:

**Legislation:**

**Reading of Ordinances and Resolutions:**

**First Reading of Ordinances and Resolutions:**

**RESOLUTION NO. 2024-006**

A RESOLUTION ADOPTING THE PERMANENT APPROPRIATIONS FOR THE VILLAGE OF WAYNESVILLE FOR CALENDAR YEAR 2024 AND DECLARING AN EMERGENCY

**Second Reading of Ordinances and Resolutions:**

**ORDINANCE 2024-005**

AMENDING THE RULES OF COUNCIL

**Tabled:**

IX. Executive Session

X. Adjournment

*Next Regular Council Meeting:*

**March 18, 2024 at 7:00 pm**

*Upcoming Meetings and Events:*

Public Works Committee, March 4, 2024 @ 6:00 p.m.

Personnel Committee Meeting, March 11, 2024 @ 6:00 p.m.

\*Special Meeting of Council, March 18, 2024 @ 6:00 p.m.

Finance Meeting, March 21, 2024 @ 5:00 p.m.

MOMS Meeting, March 25, 2024 @ 6:00 p.m.

\*Council will go into executive session under ORC Section 121.22 | Public meetings – exceptions: Details relative to the security arrangements and emergency response protocols for a public body or a public office, if disclosure of the matters discussed could reasonably be expected to jeopardize the security of the public body or public office.

**Village of Waynesville  
Council Meeting Minutes  
February 20, 2024 at 7:00 pm**

Present: Mr. Chris Colvin  
Mayor Earl Isaacs  
Mr. Troy Lauffer  
Mrs. Connie Miller

Absent: Mr. Brian Blankenship  
Ms. Joette Dedden  
Mr. Zack Gallagher

Village Staff Present: Jeff Forbes, Law Director; Chief Gary Copeland, Village Manager and Safety Director; Jamie Morley, Clerk of Council

*CLERK'S NOTE- This is a summary of the Village Council Meeting held on Tuesday, February 20, 2024.*

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Mayor Isaacs called the meeting to order at 7:00 p.m.

Mr. Colvin motioned to excuse Mr. Gallagher, Ms. Dedden, and Mr. Blankenship from tonight's meeting, and Mrs. Miller seconded the motion.

Motion – Colvin  
Second – Miller

**Roll Call – 4 yeas**

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**Mayor Acknowledgments**

Mayor Isaacs said it was good to be back. He was glad to see all the progress on the projects throughout the Village but cannot wait until it is all completed. He is also glad to see Scouts attending tonight's meeting.

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**Disposition of Previous Minutes**

Mrs. Miller motioned to approve the Council minutes as written for the February 5, 2024 Council meeting, and Mr. Colvin seconded the motion.

Motion – Miller  
Second – Colvin

**Roll Call – 4 yeas**

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**Public Recognition/Visitor’s Comments**

None

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**Old Business**

None

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**Reports**

**Finance**

The Finance Committee will meet this Thursday, February 22, 2024, at 5:00 p.m. This will be the year's first meeting, and the Committee must elect a chairperson. Everyone is invited to join the meeting.

**Public Works Report**

The Public Works will meet on March 4 at 6:00 p.m.

**Special Committee Reports**

The MOMS Committee met last night. The meeting consisted of Mr. Lauffer and Mr. Colvin representing the Village, five WMA representatives, and three Chamber representatives. Mr. Colvin was elected chairperson, and Sally Hite was elected secretary. Topics discussed during the meeting included beautifying downtown, decorating for Christmas, and replacing the lampposts. The bank account will be reconstituted, and each group is asking for \$500 to be donated to help seed the account. Mr. Colvin stated that he is trying to lay the groundwork that those attending the MOMS Committee meetings are only representatives of their organizations and must report to them before committing to anything. The next meeting is scheduled for March 25 from 6:00 to 7:00.

Mr. Lauffer asked if the street department could take the leaf vac down Main Street once a month to suck up any debris. Chief Copeland stated he would speak with the Street Department about this.

The Personnel Committee will meet on March 11 at 6:00 p.m.

Parks and Rec will need to meet soon as a follow-up to discuss the future park next to the Mary L Cook.

Mrs. Miller motioned to approve the donation of \$500 to the MOMS Committee, and Mr. Lauffer seconded the motion.

Motion – Miller  
Second – Lauffer

**Roll Call – 4 yeas**

### **Village Manager Report**

- KT Holden is finishing up with Franklin. There will be a slight hump where the PRV vault is, but when they return in the spring to mill and fill, this should be evened out. There were a few issues with residents, such as mailboxes being removed and not put back up. Chief Copeland spoke with KT Holden, and they should be restoring the mailboxes. They are finishing the pressure tests with the main line and then will put in the laterals. This will complete the water lines of the project.
- Smith Corp is pressure testing the new main line on Third Street and getting samples. Once this passes, they will be installing new laterals.
- The results for the 24-hour flow test on Well 10 are back. The samples came back bacteria-free, and Well 10 is pumping an average of 399 GPM. This should provide 250 to 300 GPM once it goes through the cycle. Moody's stated they would be installing a 30HP motor, but Chief Copeland believes the contract called for a 40 HP motor and will check on that.
- Fed Excavating finished installing new catch basins throughout town and will start on the one in the 42 median when all the parts have come in.
- A copy of the article for the Township Magazine prepared by Mr. Gallagher has been provided for review. This has been submitted to the Township for publication.
- There is an ordinance tonight to accept the Rules of Council.
- The roof of the bathrooms on Main Street was leaking. The Street Department fixed the leak in-house and patched the damaged drywall.
- Chief Copeland met with Bob Taltry, who was hired to help bring new business to the Village through new events and expansion of current events.
- Franklin Phase II has been approved, and once the money is released in mid-June, the project will be put out to bid. Centerpoint has started moving gas lines, which would be an issue with this project.

- An invitation from Kelly Maloney for a kick-off meeting concerning the proposed new park next to the library has been provided.

## **Police Report**

- The Police Department passed the LEADS operative audit with no findings and is well within compliance.
- At the Warren County Chief's meeting, there was a presenter for LIT Vests. These new safety vests light up and protect officers during traffic stops and accidents at night. The vests were about \$100 a piece, which ultimately is a small investment in the safety of our officers. New vests were also ordered for the Public Works Department to wear during nighttime water breaks.
- The DA Drug Take Back Day is scheduled for April 27.
- A certificate for representing the Village at the cybersecurity training at Warren County has been supplied.
- A letter from Mr. Forbes addressing a code violation at 514 High Street was included in Council packets for review.
- Warren County Drug Task Force is asking for an annual donation from the Village. The Village has given \$9,000 in the past, and Chief Copeland recommended that Council make a motion to contribute the same amount this year.

Mr. Colvin motioned to approve the donation of the same amount as last year of \$9,000 to the Warren County Drug Task Force, and Mrs. Miller seconded the motion.

Motion – Colvin

Second – Miller

## **Roll Call – 4 yeas**

Mrs. Miller asked who was paying for Mr. Taltry's services. Chief Copeland responded that he believed the Chamber hired him. Mr. Taltry stopped at the Government Center to introduce himself. Mr. Colvin asked if there was anything the Special Events Committee needed to review or update. Chief Copeland replied that he believes the current special events permit is good but that a separate food truck permit may be necessary. He stated that the current restaurants pay taxes, and when food trucks come to the Village, they take potential customers away from the restaurants, and the trucks are not paying taxes.

## **Financial Director Report**

- The proposed final appropriations have been provided for review and will be discussed at the next Finance Meeting.
- A spreadsheet of all the Village contracts with expiration dates has been provided.

**Law Report**

- Mr. Forbes introduced Kristin Waid, a new Wood & Lamping associate. She could fill in when Mr. Forbes is unable to attend meetings.
- There has been little to no movement on bills at the State Legislature concerning recreational marijuana. Currently, the laws stand as the voters passed them in November. Several municipalities have decided to move forward with legislation prohibiting dispensaries, limiting the number of dispensaries, and/or where recreational marijuana dispensaries can be located within the zoning codes. There is still plenty of time for Council to wait for the State to pass legislation or they can decide to pass legislation as other municipalities have.
- Council will be voting on the updated Rules of Council. This can only be a first read since only four members are present.

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**New Business**

Mr. Colvin provided a copy of Ohio HB 331 (see attached), which is currently in the state oversight committee proposing modifications to the existing requirements for a village. He had several questions for Mr. Forbes concerning this proposed bill. First, Mr. Colvin asked about line 10, that villages would be reviewed every ten years to ensure they meet the guidelines stated in the bill and, if not, will be put on the ballot for the voters to decide if the village should be dissolved. Mr. Forbes stated that the drafted bill would review the villages every ten years during census years. The County Budget Commission would do this evaluation. If the village meets the requirements, it will not be reviewed until the next ten-year census. Mr. Forbes stated that this bill is still in committee, and often, there are changes and updates; the final bill is what counts. Secondly, Mr. Colvin asked about the line stating that all council seats must be elected officials and not appointed. Mr. Colvin expressed concern that it is not unusual for villages not to have someone run for council position and, therefore, must appoint someone. Mr. Forbes agreed that even active, thriving villages sometimes must appoint someone to fill an empty council position. He stated he assumed the bill's purpose is to have another way of identifying really small villages that are not providing services and do not have people running for office. Mr. Forbes agreed it could be problematic based on the bill's current language. Thirdly, Mr. Colvin stated that the bill discusses the County Budget Commission determining if a village meets the requirements, and then the village's dissolution is placed on the ballot. But he is confused because line 69 refers to a court determining whether to dissolve a village. Mr. Forbes stated that the County Budget Commission would determine if the village met the requirements. If not, the village's voters will ultimately decide whether to dissolve the village. He further said this is a proposed amendment to a current bill, which allows for the court process to dissolve a village. Mr. Forbes elaborated that there are two separate processes; one is with the court process and then the newer, proposed method of the 10-year County Budget Commission review.

Mr. Colvin stated concerns about HB 331 and suggested contacting Representative Matthews located in Lebanon to see if he would speak with Council on the proposed updates. Mr. Colvin also asked if the Ohio Municipal League has expressed opinions on this bill. Mr. Forbes stated that he had not seen anything yet. But this may be because it is a newer bill and has not made it out of committee. Mr. Colvin also stated that Mr. Matthews is a proponent of zeroing out the state income tax and would like to hear his viewpoints. Mr. Forbes added that state income tax is governed by state law and, therefore, can be amended. He said the proposed plan would eventually eliminate the state income tax for 30 years.

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**Legislation**

**First Reading of Ordinances and Resolutions**

**Ordinance 2024-005**

Amending the Rules of Council

Mr. Lauffer motioned for the first reading for Ordinance 2024-005, and Mr. Colvin seconded the motion.

Motion – Lauffer  
Second – Colvin

**Roll Call – 4 yeas**

**Second Reading of Ordinances and Resolutions**

None

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**Tabled Ordinances and Resolutions**

None

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**Executive Session**

None

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All were in favor of adjourning at 7:52 pm.



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

\_\_\_\_\_  
Jamie Morley, Clerk of Council

As Introduced

135th General Assembly

Regular Session

2023-2024

H. B. No. 331

Representatives Mathews, Young, T.

Cosponsors: Representatives Seitz, Dean

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A BILL

To amend section 703.21 and to enact section  
703.202 of the Revised Code to modify the law  
regarding village dissolution.

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**BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF OHIO:**

Section 1. That section 703.21 be amended and section  
703.202 of the Revised Code be enacted to read as follows:

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Sec. 703.202. (A) Not later than the last day of the year  
that is immediately after the year the results of a federal  
decennial census are released, the county budget commission  
shall evaluate each village located within the county to  
determine if, over the approximate ten year period beginning the  
day the results of the preceding federal decennial census were  
released and ending the day the most recent federal decennial  
census results were released, both of the following are true:

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(1) The village itself provided, or the village contracted  
with a private nongovernmental entity to provide, at least five  
of the following services:

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(a) Police protection;

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<u>(b) Fire-fighting services;</u>	18
<u>(c) Garbage collection;</u>	19
<u>(d) Water or sewer service;</u>	20
<u>(e) Emergency medical services;</u>	21
<u>(f) Road maintenance;</u>	22
<u>(g) Park services or other recreation services;</u>	23
<u>(h) Human services;</u>	24
<u>(i) A public library established and operated solely by the village.</u>	25 26
<u>(2) At each election at which an elected village position was voted upon, at least one candidate appeared on the ballot for each elected village position.</u>	27 28 29
<u>If a village is located in more than one county, the village shall be evaluated only by the county budget commission of the county wherein the largest portion of the population of the village resides.</u>	30 31 32 33
<u>(B) The county budget commission shall notify the legislative authority of the village of the county budget commission's finding not later than the last day of the year that is immediately after the year the results of a federal decennial census are released.</u>	34 35 36 37 38
<u>(C) If the county budget commission finds a village failed to provide services or field candidates as specified in division (A) of this section, the commission shall file the finding with the board of elections of the county in which the largest portion of the population of the village resides. The board of elections shall submit the question "Shall the village of</u>	39 40 41 42 43 44

surrender its corporate powers?" for the approval or 45  
rejection of the electors of the village at the next general 46  
election, in any year, occurring after the period ending ninety 47  
days after the filing of the finding with the board. If the 48  
result of the election is in favor of the surrender, the board 49  
of elections shall certify the results to the secretary of 50  
state, the auditor of state, and the county recorder, who shall 51  
record it in their respective offices. The corporate powers of 52  
the village shall cease upon the recording of the certified 53  
election results in the county recorder's office. 54

**Sec. 703.21.** (A) The surrender of corporate powers by a 55  
village under section 703.20 ~~or~~, 703.201, or 703.202 of the 56  
Revised Code does not affect vested rights or accrued 57  
liabilities of the village, or the power to settle claims, 58  
dispose of property, or levy and collect taxes to pay existing 59  
obligations, or to operate its utilities, including collection 60  
of existing rates and charges for services rendered, until the 61  
ownership and operation of each utility is transferred to 62  
another entity. But, after the presentation of the petition 63  
mentioned in section 703.20 of the Revised Code ~~or~~, after 64  
receipt of the audit report and notice mentioned in section 65  
703.201 of the Revised Code, or after receipt of an 66  
unsatisfactory finding under division (B) of section 703.202 of 67  
the Revised Code, the legislative authority of the village shall 68  
not create any new liability until the result of the election 69  
under section 703.20 of the Revised Code is declared ~~or~~, until 70  
the decision of the court of common pleas under division (C) of 71  
section 703.201 of the Revised Code is declared, or until the 72  
result of the election is declared under section 703.202 of the 73  
Revised Code, or thereafter, if the result, in ~~either any case,~~ 74  
is for the surrender of the village's corporate powers, except 75

to the extent such liability is necessary in connection with the 76  
operations of the village's utilities consistent with prudent 77  
utility practice. If the auditor of state notifies the village 78  
that the attorney general may file a legal action under section 79  
703.201 of the Revised Code, but the attorney general does not 80  
file such an action, the village shall not create any new 81  
liability for thirty days after receipt of the auditor of 82  
state's notice, except to the extent such liability is necessary 83  
in connection with the operations of the village's utilities 84  
consistent with prudent utility practice. 85

(B) Due and unpaid taxes may be collected after the 86  
surrender of corporate powers, and all moneys or property 87  
remaining after the surrender belongs to the township or 88  
townships located wholly or partly within the village, subject 89  
to the agreements entered into as provided for in this section 90  
for the timely transfer of real and personal property and 91  
subject to the report of an audit or, at the discretion of the 92  
auditor of state, an agreed-upon procedure audit performed by 93  
the auditor of state under section 117.11 of the Revised Code. 94  
The auditor of state shall commence the audit or agreed-upon 95  
procedure audit within thirty days after receipt of the notice 96  
of dissolution as provided in division (E) of section 117.10 of 97  
the Revised Code. Cash balances shall be transferred at the 98  
completion of the audit or agreed-upon procedure audit performed 99  
by the auditor of state. Except as otherwise provided by 100  
agreement of the affected village and townships, if more than 101  
one township is to receive the remaining money or property, the 102  
money and property shall be divided among the townships in 103  
proportion to the amount of territory that each township has 104  
within the village boundaries as compared to the total territory 105  
within the village. 106

(C) (1) Village real and personal property, other than 107  
electric, water, and sewer utility property, shall be 108  
transferred in a timely manner in accordance with agreements 109  
between or among the affected village and township or townships. 110  
If no such agreements have been reached within sixty days after 111  
the certificate of dissolution is filed with the county 112  
recorder, title to real and personal property other than any 113  
electric, water, and sewer utility property vests by operation 114  
of law in the affected township or townships. If more than one 115  
township is affected, and agreements have not been reached 116  
within sixty days after the certificate of dissolution is filed, 117  
title vests by operation of law in proportion to the amount of 118  
territory that each township has within the village boundaries 119  
as compared to the total territory within the village. 120

(2) Any agreements entered into under this section 121  
regarding the transfer of real property shall be recorded with 122  
the county recorder of the county in which the affected real 123  
property is situated, along with affidavits stating facts 124  
relating to title as provided for in section 5301.252 of the 125  
Revised Code. The county recorder shall make appropriate 126  
notations in the county records to reflect the conveyance of the 127  
village's interest in real property in accordance with the 128  
recorded agreements resulting from the surrender of corporate 129  
powers. The notations shall include a reference to the county's 130  
recorded certificate of dissolution. 131

In the absence of any agreements and upon the recording of 132  
affidavits relating to title, the county recorder shall make 133  
appropriate notations in the county records to reflect the 134  
conveyance of the village's interest in real property and to 135  
evidence that title vested by operation of law in the township 136  
or townships as otherwise provided for in this section and as a 137

result of the surrender of corporate powers. The recording of a 138  
certificate of dissolution or a certified copy of it, any 139  
agreements regarding the transfer of real property, and 140  
supporting affidavits serve as sufficient evidence of a transfer 141  
of title from the former village to a township or townships. 142  
These documents shall be recorded in the same manner as a deed 143  
of conveyance, except that the affected township or townships 144  
are exempt from any fees specified under section 317.32 of the 145  
Revised Code. 146

(3) Cash balances shall be transferred at the completion 147  
of the audit, or, at the discretion of the auditor of state, the 148  
agreed-upon procedure audit performed by the auditor of state. 149

(D) (1) Electric and water and sewer utility property shall 150  
be transferred by agreement entered into by the village and the 151  
entity that will be taking over the electric and water and sewer 152  
utility property and assets. Cash balances shall be transferred 153  
at the completion of the audit, or, at the discretion of the 154  
auditor of state, the agreed-upon procedure audit performed by 155  
the auditor of state. The provision of utility and other 156  
services shall be uninterrupted during the transition period 157  
following the surrender of corporate powers. 158

(a) Following the filing of the certificate of 159  
dissolution, if it is determined that a county, or a regional 160  
water and sewer district organized under Chapter 6119. of the 161  
Revised Code, is obligated to assume water and sewer utility 162  
property and assets by default, the board of county 163  
commissioners or board of trustees of the district, as 164  
appropriate, may petition the court of common pleas of the 165  
county in which the village was located, for an order to revise 166  
the current user fees, rates, and charges charged, or 167

assessments levied, by the utility. The board of county 168  
commissioners or board of trustees of the district shall file 169  
with the petition a systems audit of the utility. The systems 170  
audit shall address the financial solvency of the utility; the 171  
utility's debt service obligations and operating revenue stream, 172  
including user fees, rates, charges, and assessments; the 173  
utility's compliance with operating permit requirements; the 174  
necessary system maintenance, upgrades, and operational 175  
modifications and their associated costs for the utility; 176  
outstanding, pending, or potential enforcement actions against 177  
the utility; and any other relevant matters impacting the 178  
operational viability and financial solvency of the utility. 179

When considering whether to grant the order, the court 180  
shall review the systems audit and any other relevant evidence. 181  
The order of the court shall assure that the operational 182  
viability and financial solvency of the utility is maintained, 183  
and that an unreasonable financial burden is not placed upon the 184  
county or district due to the acquisition of the utility 185  
property and assets. 186

(b) In the case of a village electric utility, the village 187  
shall be required to take all necessary steps to transfer its 188  
ownership and operation, including continuing with normal 189  
operations and activities, fulfilling its contractual and other 190  
obligations, and transferring its contractual and other 191  
obligations to a successor entity in a timely manner following 192  
the filing of the certificate of dissolution. Such steps shall 193  
include hiring a third-party engineer knowledgeable about the 194  
operation of municipal electric systems to conduct a systems 195  
audit of the electric utility, addressing such items as set 196  
forth in division ~~(D) (2)~~ (D) (1) (a) of this section. The systems 197  
audit shall commence not later than sixty days after the filing 198



of the certificate of dissolution. Such systems audit is a 199  
proper expense of the village's electric utility fund. If the 200  
village's electric utility fund has a balance of zero or a 201  
negative fund balance, the absorbing entity shall pay for the 202  
systems audit. During this period, the village's electric 203  
utility shall continue with all normal operations and 204  
activities, shall continue fulfilling its contractual and other 205  
obligations, including with its customers and users and 206  
licensees of its poles, conduits, and rights-of-way, and shall 207  
collect charges for service at the rates in effect on the date 208  
the certificate of dissolution is filed. 209

(2) The systems audit required under division (D) (1) (a) or 210  
(b) of this section shall not prevent the auditor of state from 211  
conducting the audit, or, at the discretion of the auditor of 212  
state, the agreed-upon procedure audit, required by this 213  
section. 214

(E) As used in divisions (C) and (D) of this section, 215  
"certificate of dissolution" means the certified election 216  
results approving the surrender of corporate powers as recorded 217  
by the county recorder under section 703.20 or 703.202 of the 218  
Revised Code. 219

After the surrender of corporate powers, all resolutions 220  
of the township or townships into which the village's territory 221  
was dissolved shall apply throughout the township's newly 222  
included territory. 223

**Section 2.** That existing section 703.21 of the Revised 224  
Code is hereby repealed. 225

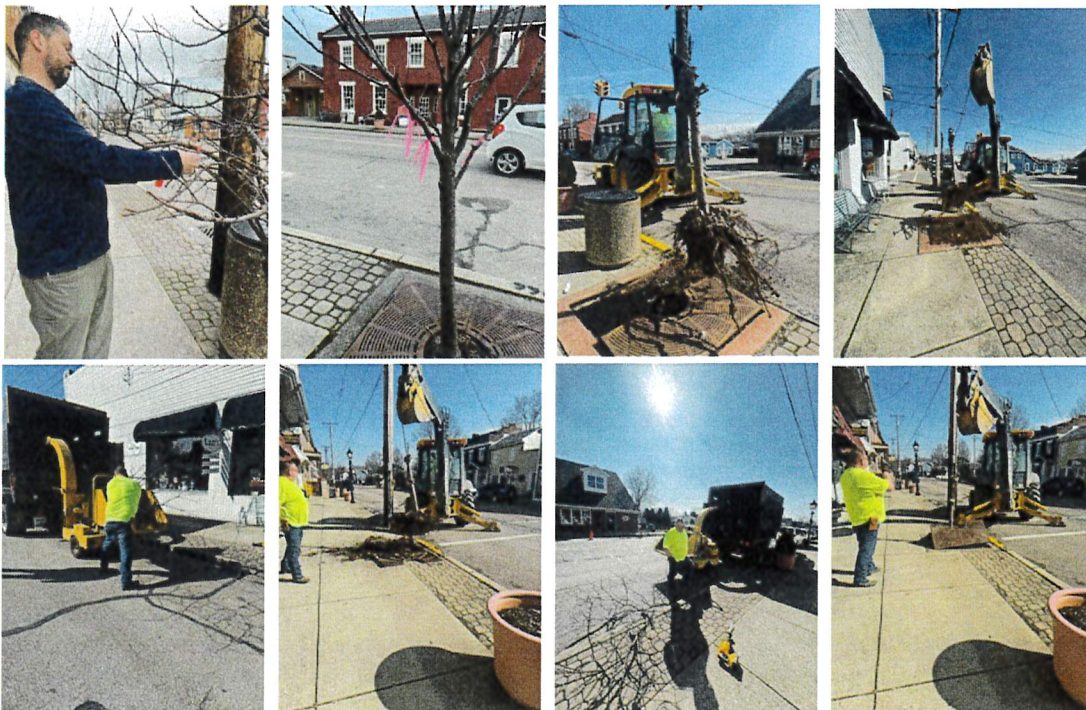
# Council Report

March 4, 2024

Chief Copeland

## Manager

- Members of the MOMS Committee, Chamber of Commerce, WAMA, and Village Council met and discussed the conditions of the trees on Main Street. It was decided that several trees needed to be removed or trimmed. Trees with an orange tag were marked for removal and ones with pink tags were to be trimmed. The Village agreed to take care of this portion of the Main Street tree revitalization project. Brian and Greg from the Maintenance Department removed trees on Friday, February 23<sup>rd</sup> and trimmed trees on Monday, February 26<sup>th</sup>. The completion of the Village contribution was shared with Chamber members, Anna Garafolo and Kelly Miller. Kelly advised that she will share this information with the board, so they can take the next step in the project.



- I will be attending the Warren County Floodplain Manager Forum on Thursday, March 14<sup>th</sup> from 10am-2pm at the Warren County Administration Building, 406 Justice Dr., Lebanon, Ohio 45036. The agenda will discuss what a floodplain management program is, including participation, maps, regulations, insurance, and permits. They will also touch on the role of the ODNR floodplain engineer and how they can assist. The conclusion will be one-on-one appointments where I will discuss the Hoffman property.

- The Mayor and I had a meeting with Mark Rahall, Senior Project Manager for EMH&T at 1pm on Wednesday, February 28<sup>th</sup> at the Village Government Center. This was to discuss Phase II of the SR42 / North Street traffic light project. We received the plans for the project and discussed the timeline. A small draft has been included for your review and the large set of drafts are available in my office upon request. The project is still scheduled to be completed in the spring of 2025. I have also included photos of the gas lines being moved at that intersection to prepare for the installation of the new traffic lights.



- KT Holden has completed the waterline, storm waterline, and lateral lines on Franklin Road. They are now doing curb repairs and handicap ramps. We are working on scheduling a date to mill and repave the street. The road has opened back up for through traffic.



- I am providing a Third Street waterline and storm waterline update. They have completed the new waterline and are installing the lateral lines. When that is finished, they will put the new storm waterline in. The project is on schedule, and they will be milling and repaving in the spring.



- I confirmed with Michael Spicer of Moody's that the motor we are using for well #10 is a SIMFLO pump with a 40hp Hitachi motor. He initially reported it to be a 30hp motor but apologized for the misinformation. I have attached a motor performance data sheet for your review. In addition, we installed a culvert in the lane leading to well #10. It was a low spot and it retained water whenever it rained. We added an old culvert we had in the shop and stoned it over. It was checked after last weeks heavy rain and it worked well.



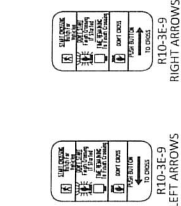
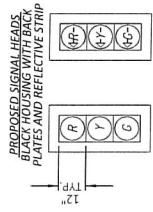
- We posted several surplus items on the GOV Deals auction site. All the items except one piece sold and the auction closed on February 25<sup>th</sup>. The total amount that the Village received was \$2,842.01. We have additional small items that we will be selling by onsite auction in the spring.
- Public Works will be meeting at 6pm on March 4<sup>th</sup> and I have a request from a water customer to speak with Council regarding her water bill. She had a waterline break with a large usage. She is seeking assistance or what her options are.
- I have included 6 Greater Cincinnati Home Expo admissions in each of your Council packets. The event is at the Sharonville Convention Center on March 15<sup>th</sup> – 17<sup>th</sup>.

## Police

- I have provided the February dispatched calls for service for your review. Please feel free to contact me if you have any questions or concerns.
- The February Mayor's Court report has been included for your review. Please feel free to contact me or Ashley if you have any questions or concerns.
- I sent Officer Walker to Advance Roadside Impaired Driving Enforcement (ARIDE) Training on February 22-23 at the Scarlet Oaks Peace Officer Training Academy in Cincinnati, Ohio.



- I have invited members of the Warren County Public Safety Network to discuss emergency communication system resilience. This is a special meeting on March 18<sup>th</sup> at 6pm in the conference room. The meeting is not open to the public and will go into executive session. I will provide an agenda with the March 18<sup>th</sup> Council report.



NOTES:  
NEW SIGNAL ACTIVATION SHALL BE PER  
GDOT STANDARD DRAWING NIT-12000

LEGEND

PROP	EXIST	TRAFFIC SIGNAL, 3 UNIT HEAD, 12"	TRAFFIC SIGNAL, 3 UNIT HEAD, 12" WITH ARROWS	TRAFFIC SIGNAL, 3 UNIT HEAD, 12" WITH ARROWS	TRAFFIC SIGNAL, 3 UNIT HEAD, 12" WITH ARROWS	TRAFFIC SIGNAL, 3 UNIT HEAD, 12" WITH ARROWS	TRAFFIC SIGNAL, 3 UNIT HEAD, 12" WITH ARROWS	TRAFFIC SIGNAL, 3 UNIT HEAD, 12" WITH ARROWS	TRAFFIC SIGNAL, 3 UNIT HEAD, 12" WITH ARROWS	TRAFFIC SIGNAL, 3 UNIT HEAD, 12" WITH ARROWS
PROP	EXIST	PEDESTAL SUPPORT AND WORK PAD (TS-2)	TRAFFIC PULL BOX	STORLINE RADAR DETECTION UNIT	DILEMMA ZONE RADAR DETECTION UNIT	DILEMMA ZONE	DILEMMA ZONE	DILEMMA ZONE	DILEMMA ZONE	DILEMMA ZONE
PROP	EXIST	CONTROLLER CABINET W/UPS	STORLINE RADAR DETECTION UNIT	DILEMMA ZONE RADAR DETECTION UNIT	DILEMMA ZONE	DILEMMA ZONE	DILEMMA ZONE	DILEMMA ZONE	DILEMMA ZONE	DILEMMA ZONE
PROP	EXIST	NEW SIGNAL ACTIVATION SHALL BE PER GDOT STANDARD DRAWING NIT-12000	NEW SIGNAL ACTIVATION SHALL BE PER GDOT STANDARD DRAWING NIT-12000	NEW SIGNAL ACTIVATION SHALL BE PER GDOT STANDARD DRAWING NIT-12000	NEW SIGNAL ACTIVATION SHALL BE PER GDOT STANDARD DRAWING NIT-12000	NEW SIGNAL ACTIVATION SHALL BE PER GDOT STANDARD DRAWING NIT-12000	NEW SIGNAL ACTIVATION SHALL BE PER GDOT STANDARD DRAWING NIT-12000	NEW SIGNAL ACTIVATION SHALL BE PER GDOT STANDARD DRAWING NIT-12000	NEW SIGNAL ACTIVATION SHALL BE PER GDOT STANDARD DRAWING NIT-12000	NEW SIGNAL ACTIVATION SHALL BE PER GDOT STANDARD DRAWING NIT-12000

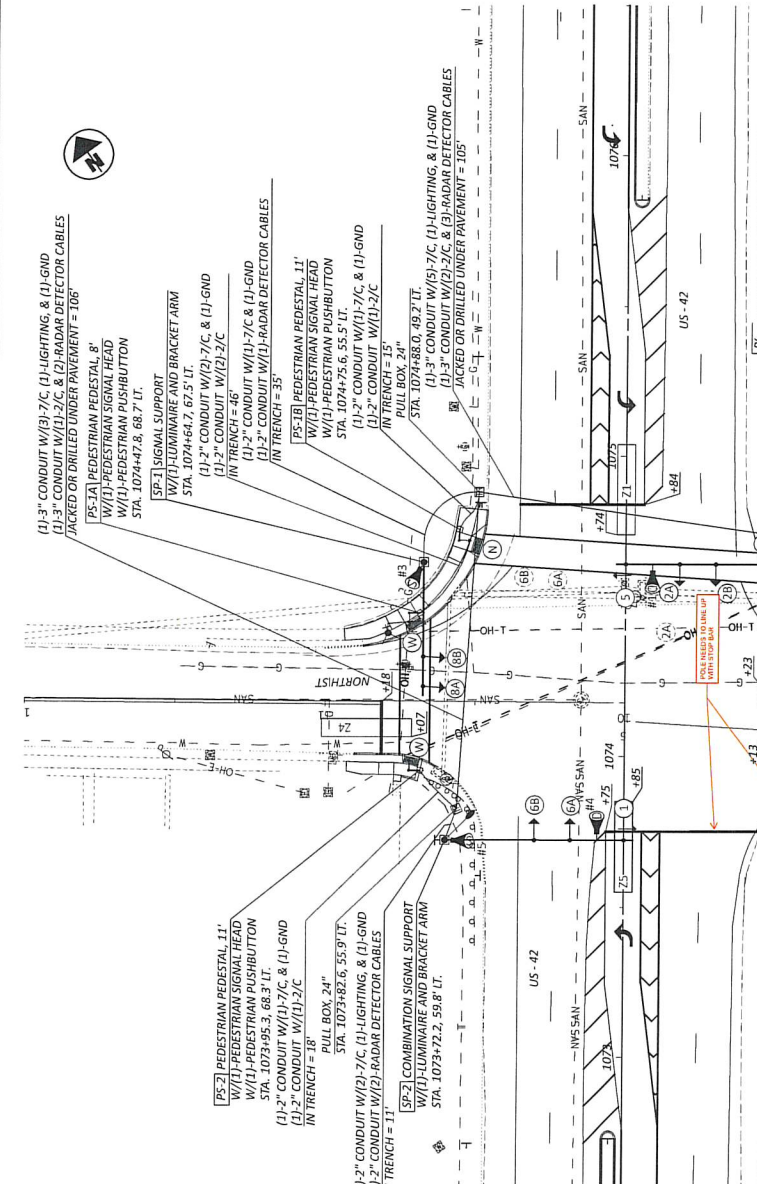
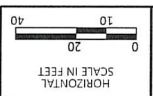


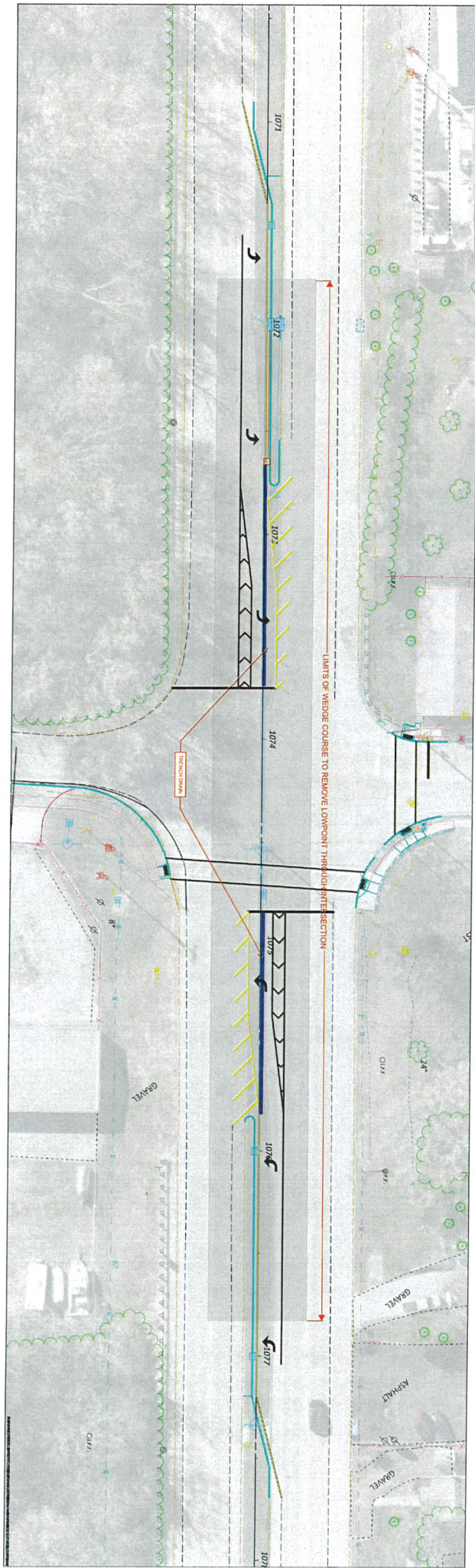
Table 4D-2. Minimum Sight Distance for Signal Visibility

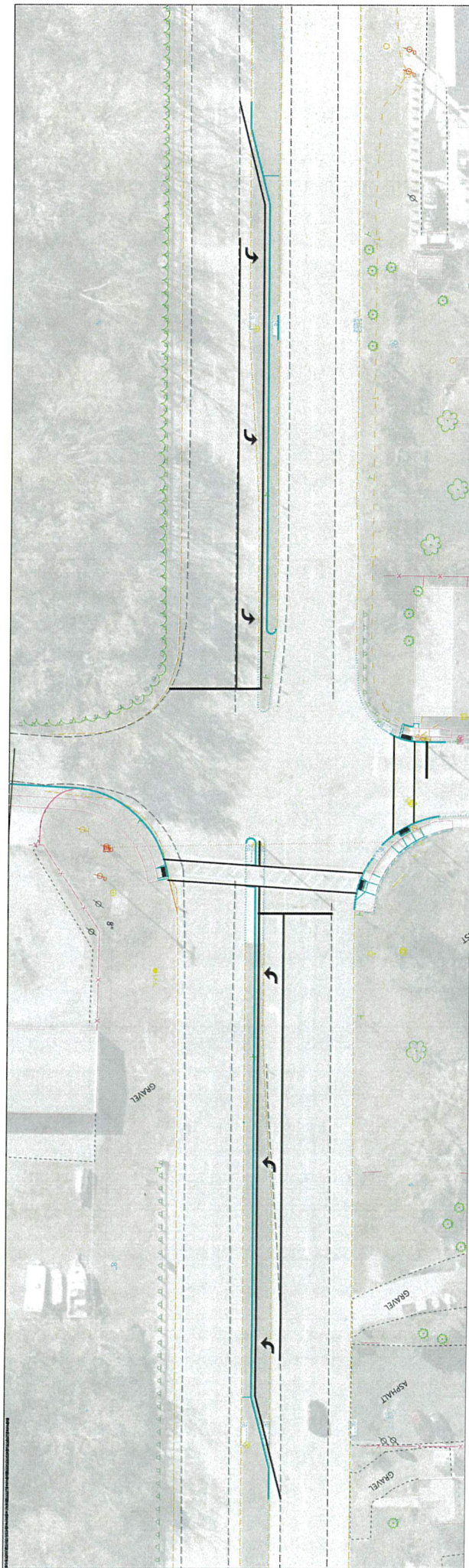
85th-Percentile Speed	Minimum Sight Distance
20 mph	175 feet
25 mph	215 feet
30 mph	270 feet
35 mph	325 feet
40 mph	390 feet
45 mph	460 feet
<b>50 mph</b>	<b>540 feet</b>
55 mph	625 feet
60 mph	715 feet

Note: Distances in this table are derived from stopping sight distance plus an assumed queue length for shorter cycle lengths (60 to 75 seconds).



TRAFFIC SIGNAL PLAN  
US-42 AT NORTH ST. & CORWIN AVE.







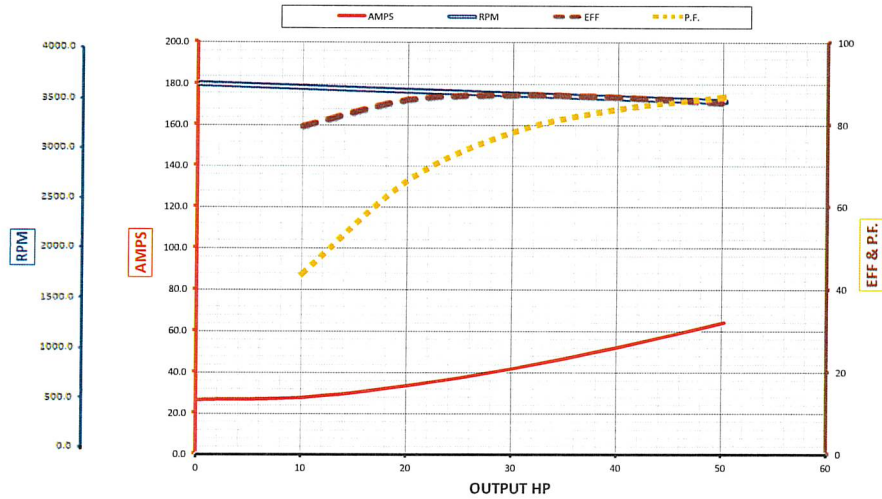


# MOTOR PERFORMANCE DATA

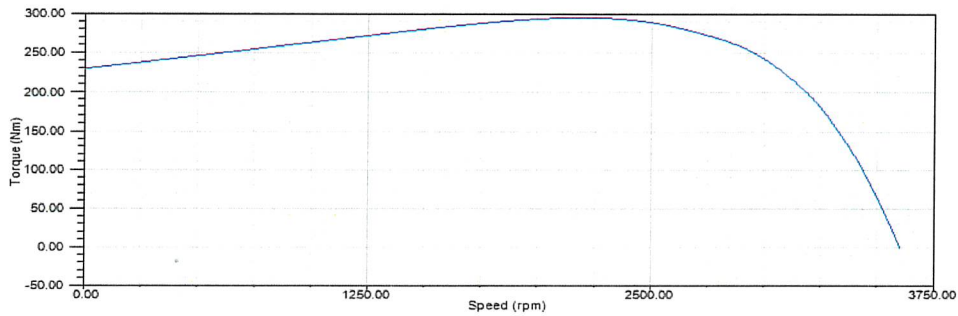
Model: **6" 2P Submersible Motor**

<b>WATER</b>	Type	<b>40</b>	HP	<b>52</b>	AMPS	Date: <b>23/06/2014</b> <b>40</b> HP <b>3465</b> RPM <b>700</b> mm Stack
<b>3</b>	Phase	<b>460</b>	Volt	<b>3465</b>	RPM	
<b>1.15</b>	S.F.	<b>30Deg.C</b>	Max.Amb.Water	<b>60</b>	Hertz	
				<b>2270</b>	Kg Thrust Load	

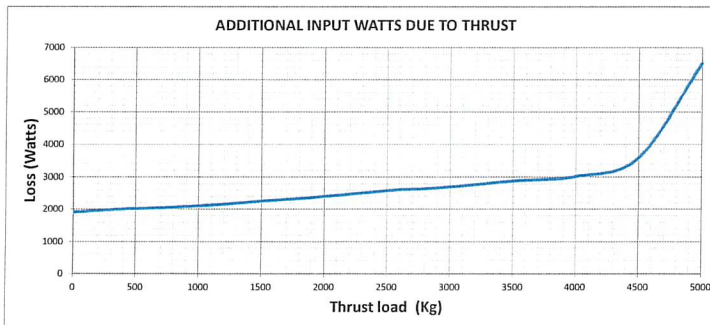
			Load	KW out	HP	KW in	EFF	P.F.	RPM	AMPS
Full Load Torque	<b>83</b>	Nm	No Load	0	0	1.5	0	0.07	3600	26.1
Break Down Torque	<b>294</b>	Nm	25%	7.5	10.1	9.4	79.5	0.43	3566	27.2
Locked Rotor Torque	<b>229</b>	Nm	50%	15.0	20.1	17.4	86.0	0.66	3533	33.0
Locked Rotor Current	<b>311</b>	Amps	75%	22.5	30.2	25.8	87.2	0.78	3499	41.5
Winding Resistance	<b>0.49</b>	Ohms	100%	30.0	40.2	34.6	86.6	0.84	3465	51.9
Weight (With Water)	<b>140</b>	Kg (Approximate)	125%	37.5	50.3	44.0	85.3	0.87	3431	63.7



OUTPUT TORQUE VS SPEED



ADDITIONAL INPUT WATTS DUE TO THRUST



# CALLS FOR SERVICE

From Date: 02/01/2024 12:00:00am

To Date: 02/29/2024 11:59:59pm

Type Description	Count
911 Hangup / Silent	5
Alarm	3
Animal Complaint	5
Business Check	199
Citizen Assist	3
Civil Process	1
Criminal Damaging - Past	1
Directed Patrol	1
Disorderly Conduct/Intox. Subject	4
Dispute - Neighbor/Tenant - Past	1
Domestic Violence	1
Escort	6
Extra Patrol	313
Fire - Elevator Rescue	1
Fire - Fire Alarm	4
Fire - Gas Leak/Odor	1
Fire - Smoke Investigation	1
Follow Up Investigation	12
Intoxicated Driver	3
Juvenile Complaint	1
Lock Out	5
Medical	34
Notification Only	1
Open Door/Window	2
Parking Complaint	3
Phone Call	12
Road Hazard/Disabled Vehicle	6
Special Detail	2
Suspicious Circumstances	1
Suspicious Person	4
Suspicious Vehicle	4
Theft - Past	1
Traffic Crash	3
Traffic Crash w/ Injuries	3
Traffic Offense	1
Traffic Stop	69
Trespassing	2
Vacation House Check	58
Vehicle Theft	1
Warrant Confirmation	2
Well Being Check	5
<b>TOTAL</b>	<b>785</b>

## Monthly Mayor's Court Report

WAYNESVILLE MAYOR'S COURT  
Cash Flow for February 2024

Page : 1  
Report Date : 03/01/2024  
Report Time : 08:02:16

	Current Period	Year-To-Date	Last Year-to-Date
<b>City Revenue From:</b>			
Court Costs			
COMPUTER FUND	\$522.00	\$756.00	\$1,295.00
LOCAL COSTS	\$2,215.40	\$3,257.40	\$5,453.00
Additional Costs	\$39.00	\$39.00	\$0.00
Fines			
City Revenue From Fines	\$6,700.00	\$9,371.00	\$13,430.00
Fees			
Fees	\$485.75	\$545.75	\$160.00
Bond Forfeits			
Bond Forfeits	\$0.00	\$0.00	\$0.00
Miscellaneous/Other			
Bond Administration Fees	\$0.00	\$0.00	\$0.00
<b>Total to City:</b>	<b>\$9,962.15</b>	<b>\$13,969.15</b>	<b>\$20,338.00</b>
<b>State Revenue From:</b>			
Court Costs			
VICTIMS OF CRIME	\$513.00	\$747.00	\$1,277.00
DRUG LAW ENFORCEMENT FUND	\$199.50	\$290.50	\$493.50
INDIGENT DEFENSE SUPPORT FUND	\$1,510.00	\$2,185.00	\$3,535.00
Fees			
Fees	\$30.00	\$30.00	\$0.00
<b>Total to State:</b>	<b>\$2,252.50</b>	<b>\$3,252.50</b>	<b>\$5,305.50</b>
<b>Other Revenue From:</b>			
Court Costs			
INDIGENT DRIVER ALC TREATMENT FUND	\$85.50	\$124.50	\$211.50
<b>Total to Other:</b>	<b>\$85.50</b>	<b>\$124.50</b>	<b>\$211.50</b>
<b>TOTAL REVENUE *</b>	<b>\$12,300.15</b>	<b>\$17,346.15</b>	<b>\$25,855.00</b>
*Includes credit card receipts of	\$2,665.00	\$3,551.00	\$8,566.00

END OF REPORT

PUBLIC WORKS COMMITTEE MEETING

February 5, 2024 – 6:01 pm

MEMBERS PRESENT: Zach Gallagher, Brian Blankenship, Connie Miller

GUESTS PRESENT: Chris Colvin, Joette Dedden

STAFF PRESENT: Chief Copeland, Jamie Morley

1. Roll Call : Quorum was achieved, and all members were present.
2. Mr. Blankenship motioned to accept the minutes from the January 2, 2024 meeting, and Mrs. Miller seconded the motion.

3 yeas

3. Chief Copeland began with the updates to the work being performed in the Village.
  - Third Street is moving along, and Smith Corp is doing well. They replaced several valves on Miami St. They should be moving on to put in the storm line on Third Street. Choice One stated this would help with the drainage in that area. The original bid was under budget, and with the two grants, the cost of the additional storm line should be covered.
  - In 2022, the EPA was offering grants for water equipment. The Village submitted to receive three pieces of equipment: a line locator, a portable valve exerciser, and an ultrasonic flow meter to help test the flow and psi on hydrants. The Village was approved for the grant and will receive the new equipment valued at \$10,633.
  - Fed Excavating is replacing the contracted catch basins throughout the Village. They should pour concrete tomorrow and then asphalt on Thursday. They are still waiting on supplies to replace the large catch basin in the Route 42 median.
  - Hylant Insurance provided the quote for the Village's 2024 property and liability insurance, and it went up \$407, which is only a 1.88% increase.
  - Solar Shade, a local company, installed lights on top of the Public Works trucks to help with safety. The total was \$5,600.
  - Moody completed the prima cord explosion to help clear the well and increase flow. They are currently performing a 24-hour flow test to determine how many GPMs the Village can expect from this well. Once

this is completed, Moody's will start on the lateral line to connect Well 10 into the water system.

- KT Holden did not bury the PRV vault deep enough; therefore, they had to cut part of the riser to sit level with the road. Chief Copeland expressed concerns that this may jeopardize the vault's integrity and create a crown within the roadway. Choice One has stated that KT Holden can contour the road to prevent any crowning.
  - During the work on Franklin Road, it was discovered that the bottom of a large storm drain at the S-bend of Franklin going under the driveway of the Church has rusted out. Everything else looks good; it is only the bottom of the drain. Chief Copeland suggested that he get quotes to see how much it would cost to line this pipe, as this would be the most economical and least invasive solution.
  - There is an ordinance on tonight's agenda to enter a multijurisdictional road salt buying bid for 200 tons. This is the best way to get the best price on road salt.
  - A 2023 well draw report has been provided. If there is a zero in the column, the well was down. It appears there was equal usage for each well.
  - Completed the boundary census required by the Census Bureau.
  - The Township just requested the Village's newsletter for the Township Magazine. This is due February 14<sup>th</sup>.
4. Mr. Gallagher stated that he believes it is important for the Village to act quickly and get quotes lining the damaged storm drain before it further deteriorates.
  5. Mr. Gallagher asked if the flow results could be provided to him for review when Chief Copeland receives them. Chief Copeland responded that he would forward the results. So far, the samples for the well have come back clean.
  6. Chief Copeland informed the committee about a code violation concerning water lines at 514 High Street. He has asked Mr. Forbes to compose a letter asking Mr. Alexander to bring the buildings up to code.

All were in favor of adjourning at 6:33 pm.

**RESOLUTION NO. 2024-006**

**A RESOLUTION ADOPTING THE PERMANENT APPROPRIATIONS  
FOR THE VILLAGE OF WAYNESVILLE FOR CALENDAR YEAR 2024  
AND DECLARING AN EMERGENCY**

WHEREAS, the Village Council of the Village of Waynesville has a statutory duty to appropriate funds for expenditures during the calendar year ending December 31, 2024.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Village of Waynesville, Ohio, \_\_\_\_\_ members elected thereto concurring:

Section 1. To provide for expenditures of the Village of Waynesville, Ohio, during the calendar year ending December 31, 2024, the following sums be and they are hereby set aside and appropriated as set forth in Exhibit "A" attached hereto and incorporated herein by reference.

Section 2. The appropriate Village officers are hereby authorized to draw warrants for the amounts appropriated and for the purpose stated in this Resolution upon presentation of the proper vouchers thereof, or by Ordinances or Resolutions of Council to make expenditures.

Section 3. This Resolution is hereby declared to be an emergency measure necessary for the preservation of the public peace, health, safety, and welfare and shall be effective immediately upon its adoption. The reason for said declaration of emergency is the need to adopt the permanent appropriations at the earliest possible date.

Passed this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

Attest: \_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Mayor

**Appropriation Status**

By Fund  
As Of 3/4/2024

Fund: General  
Pooled Balance: \$3,300,876.30  
Non-Pooled Balance: \$0.00  
Total Cash Balance: \$3,300,876.30

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
1000-110-100-0030	D Personal Services{Health Care reimbursement}	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
1000-110-130-0001	D Salaries - Administrator's Office{VILLAGE MANAGER/ FINANCE }	\$1,185.56	\$0.00	\$85,000.00	\$1,834.24	\$26,850.09	\$57,501.23	31.154%
1000-110-211-0000	D Ohio Public Employees Retirement System	\$0.00	\$0.00	\$10,000.00	\$0.00	\$1,194.72	\$8,805.28	11.947%
1000-110-213-0000	D Medicare	\$0.00	\$0.00	\$3,000.00	\$0.00	\$549.43	\$2,450.57	18.314%
1000-110-221-0000	Medical/Hospitalization	\$0.00	\$0.00	\$14,000.00	\$9,642.18	\$1,259.32	\$3,098.50	8.995%
1000-110-225-0000	D Workers' Compensation	\$0.00	\$0.00	\$2,000.00	\$0.00	\$150.00	\$1,850.00	7.500%
1000-110-228-0030	D Health Care Reimbursement{Health Care reimbursement}	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
1000-110-391-0000	Dues and Fees	\$0.00	\$0.00	\$3,000.00	\$1,141.78	\$426.22	\$1,432.00	14.207%
1000-110-399-0000	Other - Other Contractual Services	\$0.00	\$0.00	\$11,000.00	\$1,600.00	\$9,000.00	\$400.00	81.818%
1000-110-420-0000	Operating Supplies and Materials	\$0.00	\$0.00	\$1,200.00	\$830.00	\$0.00	\$370.00	0.0000%
1000-110-433-0000	Repairs and Maintenance of Motor Vehicles	\$0.00	\$0.00	\$6,500.00	\$2,500.00	\$0.00	\$4,000.00	0.0000%
1000-110-540-0000	Machinery, Equipment and Furniture	\$0.00	\$0.00	\$40,000.00	\$0.00	\$0.00	\$40,000.00	0.0000%
1000-210-344-0000	D Tax Collection Fees	\$0.00	\$0.00	\$3,500.00	\$0.00	\$0.00	\$3,500.00	0.0000%
1000-210-344-0029	D Tax Collection Fees{Health Dept.}	\$0.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.0000%
1000-490-650-0000	Contributions to Other Organizations	\$0.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0000%
1000-532-100-0030	D Personal Services{Health Care reimbursement}	\$0.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.0000%
1000-532-213-0030	D Medicare{Health Care reimbursement}	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
1000-532-228-0030	D Health Care Reimbursement{Health Care reimbursement}	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
1000-620-139-0000	D Other - Salaries - Administrator's Office	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
1000-620-211-0000	D Ohio Public Employees Retirement System	\$0.00	\$0.00	\$3,000.00	\$0.00	\$995.56	\$2,004.44	33.185%
1000-620-213-0000	D Medicare	\$0.00	\$0.00	\$700.00	\$0.00	\$103.29	\$596.71	14.756%
1000-620-221-0000	Medical/Hospitalization	\$0.00	\$0.00	\$5,000.00	\$4,538.86	\$0.00	\$461.14	0.0000%
1000-620-396-0000	Streets, Highways, Curbs and Sidewalks	\$0.00	\$0.00	\$1,204.00	\$0.00	\$0.00	\$1,204.00	0.0000%
1000-620-399-0000	Other - Other Contractual Services	\$0.00	\$0.00	\$205,000.00	\$0.00	\$0.00	\$205,000.00	0.0000%
1000-620-420-0000	Operating Supplies and Materials	\$0.00	\$0.00	\$1,000.00	\$800.00	\$0.00	\$200.00	0.0000%
1000-620-433-0000	Repairs and Maintenance of Motor Vehicles	\$0.00	\$0.00	\$5,000.00	\$5,000.00	\$0.00	\$0.00	0.0000%
1000-620-440-0000	Small Tools and Minor Equipment	\$0.00	\$0.00	\$1,000.00	\$461.82	\$38.18	\$500.00	3.818%

Report reflects selected information.

**Appropriation Status**

By Fund  
As Of 3/4/2024

Account Code	Account Name	Reserved for		Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
		Encumbrance 12/31	Encumbrance 12/31 Adjustment					
1000-620-540-0000	Machinery, Equipment and Furniture	\$0.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.000%
1000-650-690-9020	Other - Other(Stop Light)	\$0.00	\$0.00	\$240,000.00	\$0.00	\$0.00	\$240,000.00	0.000%
1000-690-420-0000	Operating Supplies and Materials	\$0.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.000%
1000-690-430-0000	Repairs and Maintenance	\$0.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.000%
1000-710-111-0000	D Salaries - Council	\$0.00	\$0.00	\$17,000.00	\$0.00	\$0.00	\$17,000.00	0.000%
1000-710-131-0000	D Salary - Administrator	\$698.58	\$0.00	\$105,000.00	\$1,148.16	\$17,467.19	\$87,083.23	16.525%
1000-710-132-0000	D Salaries - Administrator's Staff	\$391.84	\$0.00	\$70,000.00	\$288.84	\$6,845.29	\$63,257.71	9.725%
1000-710-211-0000	D Ohio Public Employees Retirement System	\$0.00	\$0.00	\$15,000.00	\$0.00	\$1,955.77	\$13,044.23	13.038%
1000-710-212-0000	D Social Security	\$0.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.000%
1000-710-213-0000	D Medicare	\$0.00	\$0.00	\$4,000.00	\$0.00	\$400.64	\$3,599.36	10.016%
1000-710-221-0000	Medical/Hospitalization	\$0.00	\$0.00	\$3,000.00	\$1,913.48	\$86.52	\$1,000.00	2.884%
1000-710-225-0000	D Workers' Compensation	\$0.00	\$0.00	\$2,000.00	\$0.00	\$150.00	\$1,850.00	7.500%
1000-710-252-0000	Travel and Transportation	\$0.00	\$0.00	\$3,000.00	\$1,000.00	\$0.00	\$2,000.00	0.000%
1000-710-300-0000	Contractual Services	\$0.00	\$0.00	\$10,000.00	\$7,405.63	\$544.37	\$2,050.00	5.444%
1000-710-310-0050	Utilities(Internet)	\$0.00	\$0.00	\$2,800.00	\$2,300.08	\$299.92	\$200.00	10.711%
1000-710-311-0000	Electricity	\$0.00	\$0.00	\$5,000.00	\$2,512.14	\$487.86	\$2,000.00	9.757%
1000-710-320-0000	Communications, Printing and Advertising	\$0.00	\$0.00	\$4,500.00	\$800.00	\$0.00	\$3,700.00	0.000%
1000-710-321-0000	Telephone	\$0.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.000%
1000-710-340-0000	Professional and Technical Services	\$0.00	\$0.00	\$50,000.00	\$45,209.82	\$4,490.84	\$299.34	8.982%
1000-710-342-0000	Auditing Services	\$0.00	\$0.00	\$8,000.00	\$2,617.70	\$2,882.30	\$2,500.00	36.029%
1000-710-343-0000	Uniform Accounting Network Fees	\$0.00	\$0.00	\$6,000.00	\$3,926.00	\$1,074.00	\$1,000.00	17.900%
1000-710-390-0000	Other Contractual Services	\$0.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.000%
1000-710-391-0000	Dues and Fees	\$0.00	\$0.00	\$6,500.00	\$4,194.15	\$730.85	\$1,575.00	11.244%
1000-710-410-0000	Office Supplies and Materials	\$0.00	\$0.00	\$3,000.00	\$1,888.53	\$311.47	\$800.00	10.382%
1000-710-420-0000	Operating Supplies and Materials	\$0.00	\$0.00	\$2,000.00	\$1,408.60	\$91.40	\$500.00	4.570%
1000-710-430-0000	Repairs and Maintenance	\$0.00	\$0.00	\$5,000.00	\$2,000.00	\$0.00	\$3,000.00	0.000%
1000-710-440-0000	Small Tools and Minor Equipment	\$0.00	\$0.00	\$10,000.00	\$6,903.39	\$96.61	\$3,000.00	0.966%
1000-720-100-0030	D Personal Services(Health Care reimbursement)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-720-169-0000	D Other - Salaries - Mayor's Office	\$497.38	\$0.00	\$75,000.00	\$752.02	\$12,576.93	\$62,168.43	16.659%
1000-720-190-0000	D Other - Personal Services	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00	\$0.00	0.000%
1000-720-211-0000	D Ohio Public Employees Retirement System	\$0.00	\$0.00	\$10,000.00	\$0.00	\$1,768.63	\$8,231.37	17.686%
1000-720-213-0000	D Medicare	\$0.00	\$0.00	\$1,100.00	\$0.00	\$198.20	\$901.80	18.018%
1000-720-221-0000	Medical/Hospitalization	\$0.00	\$0.00	\$10,000.00	\$9,310.59	\$689.41	\$0.00	6.894%

Report reflects selected information.



**Appropriation Status**

By Fund  
As Of 3/4/2024

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
1000-720-225-0000	D Workers' Compensation	\$0.00	\$0.00	\$1,000.00	\$0.00	\$100.00	\$900.00	10.000%
1000-720-228-0030	D Health Care Reimbursement(Health Care reimbursement)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-720-252-0000	Travel and Transportation	\$0.00	\$0.00	\$600.00	\$435.25	\$64.75	\$100.00	10.792%
1000-720-300-0000	Contractual Services	\$0.00	\$0.00	\$10,000.00	\$9,444.66	\$55.34	\$500.00	0.553%
1000-720-310-0000	Utilities	\$0.00	\$0.00	\$500.00	\$365.00	\$35.00	\$100.00	7.000%
1000-720-310-0050	Utilities{Internet}	\$0.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.000%
1000-720-311-0000	Electricity	\$0.00	\$0.00	\$800.00	\$0.00	\$0.00	\$800.00	0.000%
1000-720-313-0000	Natural Gas	\$0.00	\$0.00	\$600.00	\$308.70	\$49.35	\$241.95	8.225%
1000-720-320-0000	Communications, Printing and Advertising	\$0.00	\$0.00	\$5,000.00	\$800.00	\$0.00	\$4,200.00	0.000%
1000-720-321-0000	Telephone	\$0.00	\$0.00	\$800.00	\$0.00	\$0.00	\$800.00	0.000%
1000-720-340-0000	Professional and Technical Services	\$0.00	\$0.00	\$1,000.00	\$845.00	\$155.00	\$0.00	15.500%
1000-720-350-0000	Insurance and Bonding Services	\$0.00	\$0.00	\$500.00	\$250.00	\$0.00	\$250.00	0.000%
1000-720-390-0000	Other Contractual Services	\$0.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.000%
1000-720-410-0000	Office Supplies and Materials	\$0.00	\$0.00	\$500.00	\$465.01	\$34.99	\$0.00	6.998%
1000-720-420-0000	Operating Supplies and Materials	\$0.00	\$0.00	\$2,000.00	\$1,451.84	\$48.16	\$500.00	2.408%
1000-725-121-0000	D Salary - Clerk/Treasurer	\$197.08	\$0.00	\$60,000.00	\$224.89	\$4,899.14	\$55,073.05	8.139%
1000-725-211-0000	D Ohio Public Employees Retirement System	\$0.00	\$0.00	\$6,000.00	\$0.00	\$689.75	\$5,310.25	11.496%
1000-725-213-0000	D Medicare	\$0.00	\$0.00	\$500.00	\$0.00	\$71.45	\$428.55	14.290%
1000-725-325-0000	Advertising	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00	\$0.00	0.000%
1000-725-349-0000	Other - Professional and Technical Services	\$0.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.000%
1000-725-351-0000	Insurance and Bonding	\$0.00	\$0.00	\$2,500.00	\$2,000.00	\$0.00	\$500.00	0.000%
1000-730-300-0000	Contractual Services	\$0.00	\$0.00	\$200,000.00	\$9,374.60	\$1,125.40	\$189,500.00	0.563%
1000-730-310-0000	Utilities	\$0.00	\$0.00	\$800.00	\$600.00	\$0.00	\$200.00	0.000%
1000-730-311-0000	Electricity	\$0.00	\$0.00	\$4,000.00	\$3,632.27	\$367.73	\$0.00	9.193%
1000-730-313-0000	Natural Gas	\$0.00	\$0.00	\$2,000.00	\$288.51	\$211.49	\$1,500.00	10.575%
1000-730-320-0000	Communications, Printing and Advertising	\$0.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.000%
1000-730-321-0000	Telephone	\$0.00	\$0.00	\$700.00	\$479.34	\$20.66	\$200.00	2.951%
1000-730-351-0000	Insurance and Bonding	\$0.00	\$0.00	\$2,200.00	\$1,750.00	\$0.00	\$450.00	0.000%
1000-730-420-0000	Operating Supplies and Materials	\$0.00	\$0.00	\$3,000.00	\$1,879.00	\$21.00	\$1,100.00	0.700%
1000-730-430-0000	Repairs and Maintenance	\$0.00	\$0.00	\$20,000.00	\$9,769.05	\$67.50	\$10,163.45	0.338%
1000-730-440-0000	Small Tools and Minor Equipment	\$0.00	\$0.00	\$15,000.00	\$8,000.00	\$0.00	\$7,000.00	0.000%
1000-730-510-0000	Land and Land Improvements	\$0.00	\$0.00	\$20,000.00	\$1,200.00	\$0.00	\$18,800.00	0.000%
1000-740-344-0000	D Tax Collection Fees	\$0.00	\$0.00	\$3,200.00	\$0.00	\$0.00	\$3,200.00	0.000%

Report reflects selected information.

**Appropriation Status**

By Fund  
As Of 3/4/2024

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
1000-745-340-0000	Professional and Technical Services	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00	\$0.00	0.000%
1000-745-342-0000	Auditing Services	\$0.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.000%
1000-910-910-0000	D Transfers - Out	\$0.00	\$0.00	\$200,000.00	\$0.00	\$0.00	\$200,000.00	0.000%
1000-930-930-0000	Contingencies	\$0.00	\$0.00	\$100,000.00	\$0.00	\$0.00	\$100,000.00	0.000%
	General Fund Total:	\$2,970.44	\$0.00	\$1,784,704.00	\$180,491.13	\$101,731.72	\$1,505,451.59	5.691%

Fund: Street Construction, Maint. and Repair  
 Pooled Balance: \$316,336.09  
 Non-Pooled Balance: \$0.00  
 Total Cash Balance: \$316,336.09

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
2011-620-139-0002	D Other - Salaries - Administrator's Office{STREETS}	\$613.06	\$0.00	\$120,000.00	\$1,192.44	\$20,315.48	\$99,105.14	16.844%
2011-620-211-0002	D Ohio Public Employees Retirement System{STREETS}	\$0.00	\$0.00	\$10,000.00	\$0.00	\$1,383.48	\$8,616.52	13.835%
2011-620-213-0002	D Medicare{STREETS}	\$0.00	\$0.00	\$9,000.00	\$0.00	\$1,455.07	\$7,544.93	16.167%
2011-620-221-0000	Medical/Hospitalization	\$0.00	\$0.00	\$13,000.00	\$6,133.06	\$786.94	\$6,080.00	6.053%
2011-620-225-0000	D Workers' Compensation	\$0.00	\$0.00	\$2,200.00	\$0.00	\$300.00	\$1,900.00	13.636%
2011-620-228-0030	D Health Care Reimbursement{Health Care reimbursement}	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2011-620-300-0000	Contractual Services	\$0.00	\$0.00	\$50,000.00	\$0.00	\$0.00	\$50,000.00	0.000%
2011-620-310-0050	Utilities{Internet}	\$0.00	\$0.00	\$1,500.00	\$830.02	\$169.98	\$500.00	11.332%
2011-620-320-0000	Communications, Printing and Advertising	\$0.00	\$0.00	\$200.00	\$0.00	\$0.00	\$200.00	0.000%
2011-620-410-0000	Office Supplies and Materials	\$0.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	0.000%
2011-620-420-0000	Operating Supplies and Materials	\$0.00	\$0.00	\$8,000.00	\$1,184.05	\$2,315.95	\$4,500.00	28.949%
2011-620-420-0009	Operating Supplies and Materials{GASOLINE, DIESEL FUEL}	\$0.00	\$0.00	\$6,000.00	\$380.00	\$1,620.00	\$4,000.00	27.000%
2011-620-430-0000	Repairs and Maintenance	\$0.00	\$0.00	\$6,000.00	\$1,236.75	\$763.25	\$4,000.00	12.721%
2011-620-440-0000	Small Tools and Minor Equipment	\$0.00	\$0.00	\$1,000.00	\$400.00	\$0.00	\$600.00	0.000%
2011-620-500-0000	Capital Outlay	\$0.00	\$0.00	\$20,000.00	\$0.00	\$0.00	\$20,000.00	0.000%
2011-730-300-0000	Contractual Services	\$0.00	\$0.00	\$20,000.00	\$0.00	\$0.00	\$20,000.00	0.000%
2011-730-310-0000	Utilities	\$0.00	\$0.00	\$200.00	\$200.00	\$0.00	\$0.00	0.000%
2011-730-311-0000	Electricity	\$0.00	\$0.00	\$3,500.00	\$2,584.41	\$315.59	\$600.00	9.017%

Report reflects selected information.

**Appropriation Status**

By Fund

As Of 3/4/2024

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
2011-730-314-0000	Heating Oil	\$0.00	\$0.00	\$350.00	\$300.65	\$49.35	\$0.00	14.100%
2011-730-321-0000	Telephone	\$0.00	\$0.00	\$2,000.00	\$1,700.00	\$100.00	\$200.00	5.000%
2011-730-351-0000	Insurance and Bonding	\$0.00	\$0.00	\$3,500.00	\$3,000.00	\$0.00	\$500.00	0.000%
2011-730-420-0000	Operating Supplies and Materials	\$0.00	\$0.00	\$1,000.00	\$168.88	\$111.12	\$720.00	11.112%
2011-800-530-0000	Buildings and Other Structures	\$0.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.000%
	Street Construction, Maint. and Repair Fund Total:	\$613.06	\$0.00	\$287,550.00	\$19,310.26	\$29,686.21	\$239,166.59	10.302%

Fund: State Highway IMPROVEMENT FUND

Pooled Balance: \$135,536.36

Non-Pooled Balance: \$0.00

Total Cash Balance: \$135,536.36

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
2021-620-139-0000	D Other - Salaries - Administrator's Office	\$0.00	\$0.00	\$20,000.00	\$0.00	\$0.00	\$20,000.00	0.000%
2021-620-211-0000	D Ohio Public Employees Retirement System	\$0.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.000%
2021-620-213-0000	D Medicare	\$0.00	\$0.00	\$400.00	\$0.00	\$0.00	\$400.00	0.000%
2021-620-300-0000	Contractual Services	\$0.00	\$0.00	\$30,000.00	\$0.00	\$0.00	\$30,000.00	0.000%
2021-620-400-0000	Supplies and Materials	\$0.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.000%
2021-620-430-0000	Repairs and Maintenance	\$0.00	\$0.00	\$10,000.00	\$2,000.00	\$0.00	\$8,000.00	0.000%
	State Highway IMPROVEMENT FUND Fund Total:	\$0.00	\$0.00	\$62,900.00	\$2,000.00	\$0.00	\$60,900.00	0.000%

Fund: Parks and Recreation

Pooled Balance: \$2,842.38

Non-Pooled Balance: \$0.00

Total Cash Balance: \$2,842.38

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
2041-490-690-0000	Other - Other	\$0.00	\$0.00	\$1,500.00	\$1,000.00	\$0.00	\$500.00	0.000%

Report reflects selected information.

**Appropriation Status**

By Fund  
As Of 3/4/2024

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
Fund: Federal Grant								
Pooled Balance:		\$1.15						
Non-Pooled Balance:		\$0.00						
Total Cash Balance:		\$1.15						
	Parks and Recreation Fund Total:	\$0.00	\$0.00	\$1,500.00	\$1,000.00	\$0.00	\$500.00	0.000%

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
Fund: Federal Grant								
Pooled Balance:		\$464,801.85						
Non-Pooled Balance:		\$0.00						
Total Cash Balance:		\$464,801.85						
	Federal Grant Fund Total:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
2052-539-300-0000	Contractual Services	\$0.00	\$0.00	\$499,750.00	\$464,801.85	\$34,948.15	\$0.00	6.993%
	Federal Grant Fund Total:	\$0.00	\$0.00	\$499,750.00	\$464,801.85	\$34,948.15	\$0.00	6.993%

Fund: State Grant  
Pooled Balance: \$20,000.00  
Non-Pooled Balance: \$0.00  
Total Cash Balance: \$20,000.00

Report reflects selected information.

**Appropriation Status**

By Fund

As Of 3/4/2024

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
2061-800-560-0000	Utility Distribution Systems	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
2061-990-990-0000	Other - Other Financing Uses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
	State Grant Fund Total:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
Fund: State Grant								
Pooled Balance:		\$0.00						
Non-Pooled Balance:		\$0.00						
Total Cash Balance:		\$0.00						

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
2062-539-300-0000	Contractual Services	\$0.00	\$0.00	\$545,852.13	\$449,458.75	\$50,291.25	\$46,102.13	9.2133%
	State Grant Fund Total:	\$0.00	\$0.00	\$545,852.13	\$449,458.75	\$50,291.25	\$46,102.13	9.2133%
Fund: State Grant								
Pooled Balance:		\$0.00						
Non-Pooled Balance:		\$0.00						
Total Cash Balance:		\$0.00						

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
2063-539-300-0000	Contractual Services	\$0.00	\$0.00	\$597,866.23	\$171,507.61	\$426,358.62	\$0.00	71.3133%
	State Grant Fund Total:	\$0.00	\$0.00	\$597,866.23	\$171,507.61	\$426,358.62	\$0.00	71.3133%
Fund: Drug Enforcement								
Pooled Balance:		\$3,997.79						
Non-Pooled Balance:		\$0.00						
Total Cash Balance:		\$3,997.79						

Report reflects selected information.

**Appropriation Status**

By Fund  
As Of 3/4/2024

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
2081-110-300-0000	Contractual Services	\$0.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.000%
	Drug Enforcement Fund Total:	\$0.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.000%
Fund: Permissive Motor Vehicle License Tax								
Pooled Balance:		\$85,976.64						
Non-Pooled Balance:		\$0.00						
Total Cash Balance:		\$85,976.64						

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
2101-620-300-0000	Contractual Services	\$0.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.000%
2101-620-400-0000	Supplies and Materials	\$0.00	\$0.00	\$7,000.00	\$5,230.00	\$270.00	\$1,500.00	3.857%
2101-620-430-0000	Repairs and Maintenance	\$0.00	\$0.00	\$30,000.00	\$4,940.04	\$59.96	\$25,000.00	0.200%
	Permissive Motor Vehicle License Tax Fund Total:	\$0.00	\$0.00	\$47,000.00	\$10,170.04	\$329.96	\$36,500.00	0.702%
Fund: VILLAGE ADD-ON Motor Vehicle License TAX								
Pooled Balance:		\$12,868.59						
Non-Pooled Balance:		\$0.00						
Total Cash Balance:		\$12,868.59						

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
2102-620-300-0000	Contractual Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2102-620-420-0000	Operating Supplies and Materials	\$0.00	\$0.00	\$5,000.00	\$4,356.00	\$0.00	\$644.00	0.000%
2102-620-430-0000	Repairs and Maintenance	\$0.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.000%
	VILLAGE ADD-ON Motor Vehicle License TAX Fund Total:	\$0.00	\$0.00	\$10,000.00	\$4,356.00	\$0.00	\$5,644.00	0.000%

Fund: Coronavirus Relief Fund  
Pooled Balance: \$0.00  
Non-Pooled Balance: \$0.00  
Report reflects selected information.

VILLAGE OF WAYNESVILLE, WARREN COUNTY  
**Appropriation Status**  
 By Fund  
 As Of 3/4/2024

3/1/2024 11:19:10 AM  
 UAN V2024.1

Total Cash Balance: \$0.00

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
2151-110-139-0000	D Other - Salaries - Administrator's Office	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2151-532-139-0000	D Other - Salaries - Administrator's Office	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2151-620-139-0000	D Other - Salaries - Administrator's Office	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2151-710-132-0000	D Salaries - Administrator's Staff	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2151-710-420-0000	Operating Supplies and Materials	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2151-720-169-0000	D Other - Salaries - Mayor's Office	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Coronavirus Relief Fund Total:		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%

Fund: ARP American Rescue Plan  
 Pooled Balance: \$73,944.00  
 Non-Pooled Balance: \$0.00  
 Total Cash Balance: \$73,944.00

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
2152-539-690-0000	Other - Capital Outlay	\$129,543.38	\$0.00	\$73,944.00	\$73,944.00	\$129,543.38	\$0.00	63.662%
ARP American Rescue Plan Fund Total:		\$129,543.38	\$0.00	\$73,944.00	\$73,944.00	\$129,543.38	\$0.00	63.662%

Fund: POLICE LEVY  
 Pooled Balance: \$234,946.82  
 Non-Pooled Balance: \$0.00  
 Total Cash Balance: \$234,946.82

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
2901-110-100-0030	D Personal Services(Health Care reimbursement)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2901-110-139-0000	D Other - Salaries - Administrator's Office	\$2,439.65	\$0.00	\$350,000.00	\$3,408.41	\$62,059.43	\$286,971.81	17.609%
2901-110-190-0000	D Other - Personal Services	\$634.76	\$0.00	\$80,000.00	\$1,039.62	\$12,968.47	\$66,626.67	16.083%

Report reflects selected information.

**Appropriation Status**

By Fund

UAN V2024.1

As Of 3/4/2024

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
2901-110-211-0000	D Ohio Public Employees Retirement System	\$0.00	\$0.00	\$35,000.00	\$0.00	\$6,492.01	\$28,507.99	18.549%
2901-110-213-0000	D Medicare	\$0.00	\$0.00	\$5,500.00	\$0.00	\$963.20	\$4,536.80	17.513%
2901-110-215-0000	D Ohio Police and Fire Pension Fund	\$0.00	\$0.00	\$60,000.00	\$0.00	\$11,600.89	\$48,399.11	19.335%
2901-110-221-0000	Medical/Hospitalization	\$0.00	\$0.00	\$55,000.00	\$43,726.08	\$5,100.27	\$6,173.65	9.273%
2901-110-225-0000	D Workers' Compensation	\$0.00	\$0.00	\$5,000.00	\$0.00	\$1,103.94	\$3,896.06	22.079%
2901-110-228-0030	D Health Care Reimbursement(Health Care reimbursement)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2901-110-251-0000	Uniform, Tool and Equipment Reimbursements	\$0.00	\$0.00	\$3,000.00	\$3,000.00	\$0.00	\$0.00	0.000%
2901-110-252-0000	Travel and Transportation	\$0.00	\$0.00	\$500.00	\$500.00	\$0.00	\$0.00	0.000%
2901-110-300-0000	Contractual Services	\$0.00	\$0.00	\$5,500.00	\$4,765.00	\$235.00	\$500.00	4.273%
2901-110-310-0050	Utilities(Internet)	\$0.00	\$0.00	\$1,500.00	\$920.03	\$279.97	\$300.00	18.665%
2901-110-311-0000	Electricity	\$0.00	\$0.00	\$4,000.00	\$2,594.91	\$405.09	\$1,000.00	10.127%
2901-110-320-0000	Communications, Printing and Advertising	\$0.00	\$0.00	\$3,000.00	\$3,000.00	\$0.00	\$0.00	0.000%
2901-110-321-0000	Telephone	\$0.00	\$0.00	\$1,600.00	\$650.00	\$150.00	\$800.00	9.375%
2901-110-340-0000	Professional and Technical Services	\$0.00	\$0.00	\$2,000.00	\$1,970.00	\$0.00	\$30.00	0.000%
2901-110-351-0000	Insurance and Bonding	\$0.00	\$0.00	\$10,000.00	\$9,675.84	\$0.00	\$324.16	0.000%
2901-110-390-0000	Other Contractual Services	\$0.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.000%
2901-110-393-4000	Motor Vehicles(New Patrol Car)	\$0.00	\$0.00	\$30,000.00	\$0.00	\$0.00	\$30,000.00	0.000%
2901-110-410-0000	Office Supplies and Materials	\$0.00	\$0.00	\$500.00	\$350.00	\$0.00	\$150.00	0.000%
2901-110-420-0000	Operating Supplies and Materials	\$0.00	\$0.00	\$4,000.00	\$2,500.00	\$0.00	\$1,500.00	0.000%
2901-110-430-0000	Repairs and Maintenance	\$0.00	\$0.00	\$6,000.00	\$4,201.02	\$298.98	\$1,500.00	4.983%
2901-110-440-0000	Small Tools and Minor Equipment	\$0.00	\$0.00	\$4,000.00	\$2,000.00	\$0.00	\$2,000.00	0.000%
2901-110-520-0000	Equipment	\$0.00	\$0.00	\$34,000.00	\$9,612.93	\$381.34	\$24,005.73	1.122%
2901-190-300-0000	Contractual Services	\$0.00	\$0.00	\$5,000.00	\$5,000.00	\$0.00	\$0.00	0.000%
2901-190-420-0009	Operating Supplies and Materials(GASOLINE , DIESEL FUEL)	\$0.00	\$0.00	\$16,000.00	\$4,598.13	\$101.87	\$11,300.00	0.637%
2901-190-500-0000	Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2901-230-212-0000	D Social Security	\$0.00	\$0.00	\$200.00	\$0.00	\$4.65	\$195.35	2.325%
2901-730-300-0000	Contractual Services	\$0.00	\$0.00	\$10,000.00	\$7,996.12	\$1,997.12	\$6.76	19.971%
2901-730-310-0000	Utilities	\$0.00	\$0.00	\$200.00	\$2.62	\$197.38	\$0.00	98.690%
2901-730-320-0000	Communications, Printing and Advertising	\$0.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.000%
2901-730-410-0000	Office Supplies and Materials	\$0.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.000%
2901-740-325-0000	Advertising	\$0.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	0.000%
2901-740-344-0000	D Tax Collection Fees	\$0.00	\$0.00	\$4,000.00	\$0.00	\$0.00	\$4,000.00	0.000%
POLICE LEVY Fund Total:		\$3,074.41	\$0.00	\$737,100.00	\$111,510.71	\$104,339.61	\$524,324.09	14.097%

Report reflects selected information.



**Appropriation Status**

By Fund  
As Of 3/4/2024

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
Fund: STREET LEVY								
Pooled Balance:		\$251,293.81						
Non-Pooled Balance:		\$0.00						
Total Cash Balance:		\$251,293.81						

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
2902-620-139-0002	D Other - Salaries - Administrator's Office{STREET\$}	\$0.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.0000%
2902-620-211-0002	D Ohio Public Employees Retirement System{STREET\$}	\$0.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0000%
2902-620-213-0002	D Medicare{STREET\$}	\$0.00	\$0.00	\$300.00	\$0.00	\$0.00	\$300.00	0.0000%
2902-620-221-0000	Medical/Hospitalization	\$0.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0000%
2902-620-300-0000	Contractual Services	\$25,000.00	\$0.00	\$30,000.00	\$17,713.12	\$7,286.88	\$30,000.00	13.249%
2902-620-325-0000	Advertising	\$0.00	\$0.00	\$200.00	\$200.00	\$0.00	\$0.00	0.0000%
2902-620-344-0000	D Tax Collection Fees	\$0.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0000%
2902-620-400-0000	Supplies and Materials	\$0.00	\$0.00	\$5,000.00	\$1,948.06	\$1,041.94	\$2,010.00	20.839%
2902-620-420-0009	Operating Supplies and Materials{GASOLINE, DIESEL FUEL}	\$0.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.0000%
2902-620-430-0000	Repairs and Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
2902-620-500-0000	Capital Outlay	\$75,000.00	\$0.00	\$75,000.00	\$75,000.00	\$0.00	\$75,000.00	0.0000%
2902-930-930-0000	Contingencies	\$0.00	\$0.00	\$60,000.00	\$0.00	\$0.00	\$60,000.00	0.0000%
	STREET LEVY Fund Total:	\$100,000.00	\$0.00	\$183,500.00	\$94,861.18	\$8,328.82	\$180,310.00	2.938%

Fund: OPIOID Settlement Fund  
 Pooled Balance: \$1,263.12  
 Non-Pooled Balance: \$0.00  
 Total Cash Balance: \$1,263.12

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
2903-790-600-0000	Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%

Report reflects selected information.

**Appropriation Status**

By Fund

As Of 3/4/2024

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
	OPIOD Settlement Fund Fund Total:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%

Fund: MAYOR'S COURT COMPUTER FEE  
 Pooled Balance: \$44,686.26  
 Non-Pooled Balance: \$0.00  
 Total Cash Balance: \$44,686.26

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
2905-720-410-0004	Office Supplies and Materials(MAYORS COURT COMPUTER FEES}	\$0.00	\$0.00	\$15,000.00	\$1,697.12	\$302.88	\$13,000.00	2.019%
	MAYOR'S COURT COMPUTER FEE Fund Total:	\$0.00	\$0.00	\$15,000.00	\$1,697.12	\$302.88	\$13,000.00	2.019%

Fund: WATER  
 Pooled Balance: \$717,400.93  
 Non-Pooled Balance: \$0.00  
 Total Cash Balance: \$717,400.93

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
5101-531-139-0001	D Other - Salaries - Administrator's Office(VILLAGE MANAGER/ }	\$346.12	\$0.00	\$60,000.00	\$512.69	\$8,759.37	\$51,074.06	14.515%
5101-531-211-0000	D Ohio Public Employees Retirement System	\$0.00	\$0.00	\$12,000.00	\$0.00	\$1,256.29	\$10,743.71	10.469%
5101-531-213-0000	D Medicare	\$0.00	\$0.00	\$2,500.00	\$0.00	\$366.31	\$2,133.69	14.652%
5101-531-221-0000	Medical/Hospitalization	\$0.00	\$0.00	\$10,000.00	\$8,426.00	\$374.00	\$1,200.00	3.740%
5101-531-225-0000	D Workers' Compensation	\$0.00	\$0.00	\$1,000.00	\$0.00	\$100.00	\$900.00	10.000%
5101-531-252-0000	Travel and Transportation	\$0.00	\$0.00	\$500.00	\$500.00	\$0.00	\$0.00	0.000%
5101-531-300-0000	Contractual Services	\$0.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.000%
5101-531-320-0000	Communications, Printing and Advertising	\$0.00	\$0.00	\$500.00	\$100.00	\$0.00	\$400.00	0.000%
5101-531-351-0000	Insurance and Bonding	\$0.00	\$0.00	\$2,200.00	\$2,000.00	\$0.00	\$200.00	0.000%
5101-531-390-0000	Other Contractual Services	\$0.00	\$0.00	\$5,000.00	\$4,198.80	\$731.20	\$70.00	14.624%
5101-531-391-0000	Dues and Fees	\$0.00	\$0.00	\$1,000.00	\$372.95	\$127.05	\$500.00	12.705%

Report reflects selected information.

**Appropriation Status**

By Fund

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As Of 3/4/2024

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
5101-531-410-0000	Office Supplies and Materials	\$0.00	\$0.00	\$600.00	\$100.00	\$0.00	\$500.00	0.000%
5101-531-420-0000	Operating Supplies and Materials	\$0.00	\$0.00	\$1,500.00	\$463.32	\$36.68	\$1,000.00	2.445%
5101-531-440-0000	Small Tools and Minor Equipment	\$0.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.000%
5101-531-490-0000	Other - Supplies and Materials	\$0.00	\$0.00	\$4,000.00	\$0.00	\$0.00	\$4,000.00	0.000%
5101-532-139-0000	D Other - Salaries - Administrator's Office	\$1,011.33	\$0.00	\$140,000.00	\$1,530.62	\$30,196.05	\$109,284.66	21.414%
5101-532-211-0000	D Ohio Public Employees Retirement System	\$0.00	\$0.00	\$30,000.00	\$0.00	\$4,648.11	\$25,351.89	15.494%
5101-532-213-0000	D Medicare	\$0.00	\$0.00	\$1,500.00	\$0.00	\$244.81	\$1,255.19	16.321%
5101-532-221-0000	Medical/Hospitalization	\$0.00	\$0.00	\$5,000.00	\$1,970.03	\$29.97	\$3,000.00	0.599%
5101-532-225-0000	D Workers' Compensation	\$0.00	\$0.00	\$1,000.00	\$0.00	\$50.00	\$950.00	5.000%
5101-532-252-0000	Travel and Transportation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
5101-532-300-0000	Contractual Services	\$0.00	\$0.00	\$5,000.00	\$4,000.00	\$1,000.00	\$0.00	20.000%
5101-532-320-0000	Communications, Printing and Advertising	\$0.00	\$0.00	\$200.00	\$0.00	\$0.00	\$200.00	0.000%
5101-532-410-0000	Office Supplies and Materials	\$0.00	\$0.00	\$1,500.00	\$0.00	\$500.00	\$1,000.00	33.333%
5101-532-420-0000	Operating Supplies and Materials	\$0.00	\$0.00	\$15,000.00	\$6,969.77	\$3,030.23	\$5,000.00	20.202%
5101-532-440-0000	Small Tools and Minor Equipment	\$0.00	\$0.00	\$4,000.00	\$1,474.44	\$25.56	\$2,500.00	0.639%
5101-535-139-0000	D Other - Salaries - Administrator's Office	\$976.50	\$0.00	\$65,000.00	\$49.08	\$4,145.44	\$61,181.98	6.341%
5101-535-211-0000	D Ohio Public Employees Retirement System	\$0.00	\$0.00	\$3,000.00	\$0.00	\$140.99	\$2,859.01	4.700%
5101-535-213-0000	D Medicare	\$0.00	\$0.00	\$2,000.00	\$0.00	\$200.59	\$1,799.41	10.030%
5101-535-221-0000	Medical/Hospitalization	\$0.00	\$0.00	\$3,500.00	\$800.00	\$0.00	\$2,700.00	0.000%
5101-535-225-0000	D Workers' Compensation	\$0.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.000%
5101-535-228-0030	D Health Care Reimbursement{Health Care reimbursement}	\$0.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.000%
5101-535-252-0000	Travel and Transportation	\$0.00	\$0.00	\$300.00	\$250.00	\$0.00	\$50.00	0.000%
5101-535-300-0000	Contractual Services	\$0.00	\$0.00	\$20,000.00	\$11,661.20	\$338.80	\$8,000.00	1.694%
5101-535-310-0050	Utilities{Internet}	\$0.00	\$0.00	\$3,000.00	\$1,707.66	\$492.34	\$800.00	16.411%
5101-535-320-0000	Communications, Printing and Advertising	\$0.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	0.000%
5101-535-351-0000	Insurance and Bonding	\$0.00	\$0.00	\$6,000.00	\$5,000.00	\$0.00	\$1,000.00	0.000%
5101-535-410-0000	Office Supplies and Materials	\$0.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.000%
5101-535-420-0000	Operating Supplies and Materials	\$0.00	\$0.00	\$25,000.00	\$21,369.50	\$1,605.50	\$2,025.00	6.422%
5101-535-430-0000	Repairs and Maintenance	\$0.00	\$0.00	\$60,000.00	\$14,522.53	\$10,268.72	\$35,208.75	17.115%
5101-535-440-0000	Small Tools and Minor Equipment	\$0.00	\$0.00	\$1,000.00	\$267.33	\$472.67	\$260.00	47.267%
5101-535-500-0000	Capital Outlay	\$0.00	\$0.00	\$15,000.00	\$0.00	\$0.00	\$15,000.00	0.000%
5101-535-500-5000	Capital Outlay{SCADA}	\$0.00	\$0.00	\$10,000.00	\$6,700.00	\$0.00	\$3,300.00	0.000%
5101-539-100-0030	D Personal Services{Health Care reimbursement}	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%

Report reflects selected information.

**Appropriation Status**

By Fund  
As Of 3/1/2024

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
5101-539-300-0000	Contractual Services	\$0.00	\$0.00	\$10,000.00	\$0.00	\$1,465.00	\$8,535.00	14.650%
5101-539-310-0000	Utilities	\$0.00	\$0.00	\$800.00	\$417.34	\$197.39	\$185.27	24.674%
5101-539-310-0050	Utilities\Internet\}	\$0.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.000%
5101-539-311-0000	Electricity	\$0.00	\$0.00	\$50,000.00	\$31,906.27	\$7,093.73	\$11,000.00	14.187%
5101-539-321-0000	Telephone	\$0.00	\$0.00	\$1,250.00	\$919.91	\$80.09	\$250.00	6.407%
5101-539-400-0000	Supplies and Materials	\$0.00	\$0.00	\$1,000.00	\$432.39	\$167.61	\$400.00	16.761%
5101-539-420-0000	Operating Supplies and Materials	\$0.00	\$0.00	\$2,000.00	\$1,762.00	\$238.00	\$0.00	11.900%
5101-539-420-0009	Operating Supplies and Materials\GASOLINE, DIESEL FUEL\}	\$0.00	\$0.00	\$7,500.00	\$543.58	\$1,456.42	\$5,500.00	19.419%
5101-539-440-0000	Small Tools and Minor Equipment	\$0.00	\$0.00	\$4,000.00	\$0.00	\$0.00	\$4,000.00	0.000%
5101-539-500-0000	Capital Outlay	\$0.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.000%
5101-800-500-9000	Capital Outlay\Main Street Water Main Replace\}	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
5101-850-710-0000	Principal	\$0.00	\$0.00	\$25,000.00	\$0.00	\$1,941.68	\$23,058.32	7.767%
5101-850-720-0000	Interest	\$0.00	\$0.00	\$4,000.00	\$0.00	\$0.00	\$4,000.00	0.000%
5101-910-910-0000	D Transfers - Out	\$0.00	\$0.00	\$250,000.00	\$0.00	\$0.00	\$250,000.00	0.000%
5101-930-930-0000	Contingencies	\$0.00	\$0.00	\$100,000.00	\$0.00	\$0.00	\$100,000.00	0.000%
	<b>WATER Fund Total:</b>	<b>\$1,733.95</b>	<b>\$0.00</b>	<b>\$990,700.00</b>	<b>\$130,927.41</b>	<b>\$81,780.60</b>	<b>\$779,725.94</b>	<b>8.240%</b>

Fund: TRASH PICKUP  
 Pooled Balance: \$76,412.94  
 Non-Pooled Balance: \$0.00  
 Total Cash Balance: \$76,412.94

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
5601-569-300-0000	Contractual Services	\$0.00	\$0.00	\$330,000.00	\$213,474.14	\$45,525.86	\$71,000.00	13.796%
	<b>TRASH PICKUP Fund Total:</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$330,000.00</b>	<b>\$213,474.14</b>	<b>\$45,525.86</b>	<b>\$71,000.00</b>	<b>13.796%</b>

Fund: STREET LIGHT  
 Pooled Balance: \$45,230.62  
 Non-Pooled Balance: \$0.00  
 Total Cash Balance: \$45,230.62

Report reflects selected information.

**Appropriation Status**

By Fund

As Of 3/4/2024

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
5602-130-300-0000	Contractual Services	\$0.00	\$0.00	\$25,000.00	\$25,000.00	\$0.00	\$0.00	0.000%
5602-130-311-0000	Electricity	\$0.00	\$0.00	\$8,000.00	\$3,712.75	\$1,287.25	\$3,000.00	16.091%
5602-130-420-0000	Operating Supplies and Materials	\$0.00	\$0.00	\$5,000.00	\$816.49	\$183.51	\$4,000.00	3.670%
	<b>STREET LIGHT Fund Total:</b>	\$0.00	\$0.00	\$38,000.00	\$29,529.24	\$1,470.76	\$7,000.00	3.870%

Fund: WATER CAPITAL IMPROVEMENT

Pooled Balance: \$2,025,423.02

Non-Pooled Balance: \$0.00

Total Cash Balance: \$2,025,423.02

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
5701-539-300-0000	Contractual Services	\$0.00	\$0.00	\$300,000.00	\$0.00	\$0.00	\$300,000.00	0.000%
5701-539-420-0000	Operating Supplies and Materials	\$0.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.000%
5701-539-430-0000	Repairs and Maintenance	\$0.00	\$0.00	\$35,000.00	\$4,000.00	\$0.00	\$31,000.00	0.000%
5701-539-500-0000	Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
5701-539-520-0000	Equipment	\$0.00	\$0.00	\$10,000.00	\$2,300.00	\$0.00	\$7,700.00	0.000%
5701-800-500-9000	Capital Outlay(Main Street Water Main Replace)	\$0.00	\$0.00	\$210,000.00	\$63,488.93	\$3,511.07	\$143,000.00	1.672%
5701-800-500-9010	Capital Outlay(Wellfield Upgrade)	\$70,956.62	\$0.00	\$210,000.00	\$36,263.72	\$34,692.90	\$210,000.00	12.348%
5701-850-710-0000	Principal	\$0.00	\$0.00	\$46,000.00	\$0.00	\$20,000.00	\$26,000.00	43.478%
5701-850-720-0000	Interest	\$0.00	\$0.00	\$12,000.00	\$2,272.00	\$2,728.00	\$7,000.00	22.733%
5701-910-910-0000	D Transfers - Out	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
5701-930-930-0000	Contingencies	\$0.00	\$0.00	\$100,000.00	\$0.00	\$0.00	\$100,000.00	0.000%
	<b>WATER CAPITAL IMPROVEMENT Fund Total:</b>	\$70,956.62	\$0.00	\$925,500.00	\$108,324.65	\$60,931.97	\$827,200.00	6.115%

Fund: STORM SEWER UTILITY

Pooled Balance: \$302,269.20

Non-Pooled Balance: \$0.00

Total Cash Balance: \$302,269.20

Report reflects selected information.

**Appropriation Status**

By Fund

As Of 3/4/2024

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
5901-559-139-0000	D Other - Salaries - Administrator's Office	\$0.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$6,000.00	0.000%
5901-559-211-0000	D Ohio Public Employees Retirement System	\$0.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.000%
5901-559-213-0000	D Medicare	\$0.00	\$0.00	\$200.00	\$0.00	\$0.00	\$200.00	0.000%
5901-559-300-0000	Contractual Services	\$0.00	\$0.00	\$50,000.00	\$0.00	\$0.00	\$50,000.00	0.000%
5901-559-400-0000	Supplies and Materials	\$0.00	\$0.00	\$3,000.00	\$1,000.00	\$0.00	\$2,000.00	0.000%
5901-559-430-0000	Repairs and Maintenance	\$0.00	\$0.00	\$3,000.00	\$1,500.00	\$0.00	\$1,500.00	0.000%
5901-559-440-0000	Small Tools and Minor Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
5901-559-500-0000	Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
5901-599-221-0000	Medical/Hospitalization	\$0.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.000%
5901-800-500-8000	Capital Outlay(Replace Storm Drains)	\$148,500.00	\$0.00	\$80,000.00	\$60,967.55	\$87,532.45	\$80,000.00	38.307%
	STORM SEWER UTILITY Fund Total:	\$148,500.00	\$0.00	\$145,200.00	\$63,467.55	\$87,532.45	\$142,700.00	29.803%

Fund: WATER TOWER DEPOSIT

Pooled Balance: \$19,396.02

Non-Pooled Balance: \$0.00

Total Cash Balance: \$19,396.02

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
5902-850-710-0000	Principal	\$0.00	\$0.00	\$16,000.00	\$0.00	\$0.00	\$16,000.00	0.000%
5902-850-720-0000	Interest	\$0.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.000%
	WATER TOWER DEPOSIT Fund Total:	\$0.00	\$0.00	\$19,000.00	\$0.00	\$0.00	\$19,000.00	0.000%

Fund: ADMIN HRA

Pooled Balance: \$14,312.84

Non-Pooled Balance: \$0.00

Total Cash Balance: \$14,312.84

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
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Report reflects selected information.

**Appropriation Status**

By Fund  
As Of 3/4/2024

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
6901-110-229-0018	Other - Insurance Benefits{HRA FUNDING}	\$0.00	\$0.00	\$15,000.00	\$10,300.00	\$3,100.00	\$1,600.00	20.667%
6901-532-229-0018	Other - Insurance Benefits{HRA FUNDING}	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
6901-535-229-0018	Other - Insurance Benefits{HRA FUNDING}	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
6901-620-229-0018	Other - Insurance Benefits{HRA FUNDING}	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
6901-710-229-0018	Other - Insurance Benefits{HRA FUNDING}	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
6901-720-229-0018	Other - Insurance Benefits{HRA FUNDING}	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
	ADMIN HRA Fund Total:	\$0.00	\$0.00	\$15,000.00	\$10,300.00	\$3,100.00	\$1,600.00	20.667%

Fund: Sewer Agency  
 Pooled Balance: \$27,239.38  
 Non-Pooled Balance: \$0.00  
 Total Cash Balance: \$27,239.38

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
9901-881-312-0000	Water and Sewage	\$0.00	\$0.00	\$0.00	\$0.00	\$49,405.90	\$0.00	0.000%
	Sewer Agency Fund Total:	\$0.00	\$0.00	\$0.00	\$0.00	\$49,405.90	\$0.00	0.000%
	Report Total:	\$457,391.86	\$0.00	\$7,311,066.36	\$2,141,131.64	\$1,215,608.14	\$4,461,124.34	15.648%

**ORDINANCE 2024-005**  
**AMENDING THE RULES OF COUNCIL**

WHEREAS, section 32.008 of the Waynesville Codified Ordinances provides for the Council of the Village of Waynesville to provide for its own rules; and

WHEREAS, Council has determined that it is now necessary to amend said rules of Council.

NOW, THEREFORE, BE IT ORDAINED by the Council of the Village of Waynesville, \_\_\_\_\_ members elected thereto concurring:

Section 1. That the Village of Waynesville Rules of Council are hereby amended as set forth in the document attached hereto as Exhibit "A" and incorporated herein by reference.

Section 2. That this Ordinance shall be effective from and after the earliest period allowed by law.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

Attest: \_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Mayor



**RULES OF COUNCIL  
VILLAGE OF WAYNESVILLE**

Adopted March 18, 1980  
Amended January 1990  
Amended April 1992  
Amended January 1994  
Amended January 1995  
Amended February 1996  
Amended April 2000  
Amended January 2004  
Amended January 2005  
Amended May 2009  
Amended April 2011  
Amended April 2018  
Amended March 2019  
Amended April 2021  
Amended April 2024

Authority to Proclaim Rules:

The Council shall determine its own rules of procedure.  
(Section 731.45 ORC)

" ALL LEGISLATIVE POWER OF THE MUNICIPALITY SHALL BE VESTED IN THE COUNCIL...(Council has) the power to provide for the exercise of all powers of local self government granted to the Municipality by the Constitution of the State of Ohio in a manner not inconsistent with this Charter or the Constitution of the State of Ohio." (Section 3.09 Waynesville Charter)

Contrary to Law:

Section 1: If rules of procedure of any provision thereof pursuant to section 731.45 of the ORC shall be found to be contrary to law, by a Court of competent jurisdiction, then that portion or provision shall be deemed invalid except to the extent permitted, but all other provisions hereof shall continue in full force and effect for the remainder of the said term.

Section 2: If any section of these rules are found to be invalid, pursuant to section 1 above, they shall be reformulated in order to correct any deficiencies. Upon such discovery, Council shall commence, beginning at the next regularly scheduled meeting subsequent to the time of any such discovery, to reappportion its rules in order to achieve conformance with the law.

## CONTENTS

Rule I:	Organization
Rule II:	Appointment of Committees
Rule III:	Meetings
Rule IV:	Temporary Chairman
Rule V:	Agenda
Rule VI:	Council Procedures
Rule VII:	Order and Decorum
Rule VIII:	Clerk of Council
Rule IX:	Law Director
Rule X:	Attendance
Rule XI:	Travel on Official Business
Rule XII:	Vacancies
Rule XIII:	Dispensation of Rules
Rule XIV:	Amendment to Rules

## RULE I: ORGANIZATION'

Following each regular municipal election, the Council shall meet not later than the seventh day of January for the purpose of organizing. At such meeting, the newly elected members of Council shall take the oath of office and the Council may transact such other business as may come before it. Thereafter, regular meetings shall be held as prescribed by ordinance, but not less frequently than once each month. (Section 3.07 (A), Waynesville Charter)

## RULE II: APPOINTMENT OF COMMITEES

### Section A:

At the second meeting in November of each year, the Mayor shall select from Council two members as a nominating committee to fill the seats of all Committees, Boards and Commissions required to be filled at the first Council meeting of the year.

Immediately after the organization of Council at the first meeting of the year, the Council shall choose from the Council membership, three (3) different persons to serve on one of the two standing committees. One member shall be designated as chairman for each committee, based on a majority vote of committee members, to be taken at the first scheduled meeting of each committee. The following shall be the standing committees of Council: Finance and Public Works/Service Committee.

### Section B:

The Council may create, change, or abolish other boards and commissions as it determines to be necessary, and may provide for their organization, membership, method of appointment, terms of office of members, and powers, duties, and functions by ordinance or resolution (Section 7. 12, Waynesville Charter).

Special committees for particular purposes may at any time be appointed by the Council with the approval of the majority of Council. Unless otherwise stated in the minutes relative to the appointment of special committees, all such special committees shall serve for a time to be specified by Council.

## RULE III: MEETINGS

### Section A:

Unless otherwise stated, regular meetings of Council shall be held at the Waynesville Government Center on the first (1st) and third (3rd) Monday of each

month at 7:00 p.m. When any such Monday is a legal holiday recognized by both the State and Federal Government or when for other good and sufficient reasons it is impractical to hold a regular scheduled meeting, Council shall meet in regular session on the following day at the same time and place. In the event of instances deemed to be "special circumstances", the regular meeting start time maybe changed to an earlier time to accommodate such circumstances, and the public will be notified of such change in accordance with the established policies regarding appropriate notice.

Except as provided under the laws of the State of Ohio, Section 121.22 and commonly referred to as the 'Sunshine Law', all meetings of the Council shall be open to the public. A majority of the members of Council shall constitute a quorum at all meetings. (Section 3.07(B), Waynesville Charter)

#### Section B:

Special Meetings may be called by an affirmative vote of at least four members of Council taken at any regular or special meeting thereof or may be called by the Mayor, or any three members of Council. (Section 3.08A, Waynesville Charter)

The Clerk of Council shall notify all news media who have requested such notification in writing.

(Notice of a special meeting shall be personally served upon each member of Council or left at their usual places of residence at least twenty-four (24) hours before the time of the meeting. It shall be the duty of the Clerk of Council to make a diligent effort to notify each member of the Council in person, by telephone, or otherwise of such special notice.)

Public notice of each special meeting of Council shall be made by the Clerk of Council, by at least one of the following:

1. Posting a notice of the special meeting at a location accessible to the public at the municipal building and at least four other conspicuous places in the Municipality frequented by the public. The notices shall contain the time, place, and all matters to be considered at the special meeting. No other matters may be considered after notice is given. These notices must be posted at least 24 hours before the starting time of the meeting.
2. Publication in a newspaper determined by Council to be of circulation within the Municipality at least 24 hours before the special meeting.

### 3. Post meeting notices on appropriate electronic media.

Failure to notify the public by one of the aforementioned means shall invalidate actions taken by Council at the special meeting. The Clerk of Council must submit to the Mayor, within 48 hours after commencement of the special meeting, a written explanation of the failure to notify the public. This explanation shall be read and recorded in the minutes at the next regularly scheduled Council meeting. (Section 3.08(C), Waynesville Charter)

In the event of an emergency situation that affects the immediate public health, safety, or welfare of the Municipality, the Mayor may call an emergency meeting of Council by waiving the above requirements. (Section 3.08(D), Waynesville Charter)

#### Section C:

Adjourned meetings - Any session of the Council may be continued or adjourned from day to day, or for more than one day, but no adjournment shall be for a longer period than the next regular meeting thereafter. Any absentee shall be notified personally by the Clerk of Council by telephone or by written notice served personally, at his regular place of residence, at least twenty-four (24) hours prior to the date and hour for the reconvened adjourned meeting.

#### Section D:

##### Executive Session

1. Any member of Council, may request that executive session be held. Upon majority of Council, an executive session shall be convened, under provisions allowed by ORC 121.22G.

2. Unless otherwise stated, all executive sessions will be held in a "closed-door" session in an appropriate conference room or meeting area previously designated for such purpose.

3. During executive session the remainder of the building, including the area designated for Council Chambers will remain undisturbed.

4. Attendance at an executive session shall consist of members of the Village Council, however Council may invite such persons as may be required for advice and information.

5. Exceptions to the open meeting requirements must conform to ORC 121.22(G).

#### RULE IV: TEMPORARY CHAIRMAN

In the case of the absence of the Mayor and president pro tempore, the Clerk shall call the Council to order and call the roll of the members. If a quorum is found to be present, the Council shall proceed to elect, by a majority vote of those present, a chairman of the meeting to act until the Mayor or president pro tempore appears. The temporary chairman during this period shall retain all the rights and privileges of a Council member including the right to vote on all matters.

#### RULE V: AGENDA

Any item to be placed on the Agenda for the regularly scheduled meeting must be in the Office of the Clerk of Council by Noon the Friday before the meeting. The Clerk of Council shall make available, at his/her office, copies of the agenda and pertinent background information to the members of the press.

The Clerk of Council shall be responsible for preparing the Agenda for the regular meetings of Council. The Clerk of Council shall reject any item for consideration on the Agenda that is not submitted to the Clerk of Council prior to the closing date and time of noon, the Friday before the scheduled meeting.

In the event that issues of an emergency nature may arise after the designated close time for agenda items as previously indicated, a motion may be made at the opening of the Council session to adopt a modified agenda for that meeting. An explanation must be given for the modification and such a motion must be approved by an affirmative vote of at least 4 members of Council.

## RULE VI: COUNCIL PROCEDURES

Section A. The following shall be the order of business:

- I. Roll Call
- II. Pledge
- III. Mayor (for purposes of acknowledgments)
- IV. Disposition of minutes of previous meeting
- V. Public Recognition and comments on subject matters including those scheduled on the formal agenda. A five minute per person time limit will be allowed each speaker unless more time is requested and approved by majority of the Council.
- VI. Old Business
- VII. Reports
  1. Standing Committees
    - a) Finance Committee
    - b) Public Works Committee
    - c) Special Committees
  2. Village Manager's Report
  3. Police Chief's Report
  4. Finance Director's Report
  5. Law Director's Report
- VIII. I New Business
- X. Legislation
  - A. First Reading of Ordinances and Resolution on the Agenda
  - B. Second reading of ordinances and resolutions by title
- X. Executive Session (if requested)
- XI. Adjournment

### Section B.

Motions generally will not be in writing, but will be written down for the record by the Clerk of Council at the time they are made. A member will address the chair and state the member's motion. Another may second the motion by addressing the chair and stating his second. Immediately following the motion and second, the presiding officer shall state the motion. The motion will then become the property of the Council and may then be debated, amended, or otherwise acted upon.

Precedence of Motions - When a question is before Council, no motion shall be entertained except:

1. To adjourn
2. To lay on the table
3. The previous question
4. To postpone to a certain time
5. To refer
6. To amend
7. To postpone indefinitely

These motions shall have precedence in the order indicated. Motion 1, 2, 3, and 4 shall be put to vote without debate.

### Section C.

All motions shall be seconded except the following:

1. To raise a question of privilege
2. Question of order
3. Objections to the consideration of a question
4. Nominations
5. Inquiries of any kind

### Section D.

When not in order, not debatable - A motion to adjourn shall be in order at any time except the following:

1. When repeated without intervening business or discussion
2. When made as an interruption of a member who is speaking
3. When the previous question has been ordered
4. While a vote is being taken



#### Section E.

A motion to lay on the table shall preclude all amendments of debate of the subject under consideration. If the motion shall prevail, the consideration of the subject may be resumed only upon motion of a member voting with the majority and with the consent of a majority of the members present.

#### Section F.

When the previous question is moved, and seconded by one other member, it shall be put as follows: " Shall the main question be now put?" There shall be no further amendment or debate, but pending amendments shall be put in their order before the main question. If the question "Shall the main question be now put?" be decided in the negative, the main question remains before Council.

#### Section G.

If the question contains two or more divisible propositions, the presiding officer may, and upon request of a Council member, shall divide the same.

#### Section H.

It shall be in order to amend an ordinance at any time when not in the hands of a committee. If an ordinance, after the second reading is referred to a committee and amended, it shall be read as the second reading thereof, and laid over for further and final consideration.

#### Section I.

All motions to postpone, except in a motion to postpone indefinitely may be amended as to time. If a motion to postpone indefinitely is carried, the principal question shall be declared lost.

#### Section J.

1. When a question is put to vote, each member present shall be required to vote 'yea' or 'nay' which will be entered in full upon the record. Abstention is not permissible, except in the case of personal involvement of the Council member. When calling roll, the Clerk of Council will initiate the vote by repeating the motion in full, then calling the roll of Council alphabetically, and on each succeeding vote shall rotate the roll call in that on the next vote and each succeeding role call the next Council member alphabetically shall vote first and the member voting first on the previous roll call shall vote last. The Clerk of Council will note the last roll call vote of a meeting so that at the next meeting of Council, the first roll call vote shall reflect the alphabetical rotation from the last meeting and shall continue from meeting to meeting.

2. The Clerk of Council will give the tally of votes to the Mayor and the Mayor will give the final passage or failure of the motion.

#### Section K.

Any member who was absent or voted with the prevailing side may move a reconsideration of any action of Council, excepting measures which shall be into immediate effect. Such a motion for reconsideration shall be made not later than the next regular meeting after the action to which it relates was taken. No motion to reconsider shall be made more than once on any measure and such motions shall require a majority of all members elected to Council in order to prevail. Any member of Council may second such a motion.

#### Section L.

An appeal may be made from any decision of the Presiding officer (except when another appeal is pending) but it can be made only at the time the ruling is made. If this appeal is seconded, the chair shall state clearly the question at issue, and the chair's reason for the decision if he thinks it is necessary and will then state the question thus; "The question is 'Shall the decision of the Chair be sustained'" If a majority vote yea, the ruling of the chair is sustained, otherwise the chair is overruled.

#### Section M.

No member of Council can speak a second time to a question as long as any member desires to speak who has not spoken to the question.

#### Section N.

Any member of Council, during debate, may seek the advice and recommendations of non-Council members present and this may then be given.

#### Section O.

In the absence of a rule to govern a point or procedure, the latest edition of Robert's Rules of Order shall govern.

### RULE VII: ORDER AND DECORUM

The presiding officer shall preserve decorum and any member of Council may call a point of order, subject to appeal of Council.

#### Section A.

Council members must obtain the floor and be recognized by the Chair before beginning to speak. Council members shall preserve order and decorum and

shall neither by conversation or otherwise delay or interrupt the proceedings nor refuse to obey the orders of the presiding officer or the rules of Council. All Council Members shall demonstrate appropriate respect for others by addressing members of Council as follows: (Mr. Mayor, Mr. (Name), Ms. (Name), or Mrs. (Name)). Additionally, all guests and/or members of the public will be addressed with the same respect by members of Council.

#### Section B.

Employees of the Village shall observe the same rules of procedure and decorum applicable to members of the Council. The presiding officer shall have the authority to preserve decorum in meetings as far as staff members and Village employees are concerned.

#### Section C.

Public members attending Council meetings also shall observe the same rules of propriety, decorum, and good conduct applicable to members of Council. Any person making personal, impertinent, and/or slanderous remarks or who become boisterous while addressing the Council or while attending the Council meetings shall be removed from the room as directed by the presiding officer. Any public member desiring to address the Council shall be recognized by the chair, shall state his name and address in an audible tone for the record, and shall limit his remarks to the question under discussion.

### RULE VIII: CLERK OF COUNCIL

The Clerk of Council shall keep the minutes of the meeting and shall perform such other duties in the meeting as may be ordered by the Council. The Clerk of Council may assign a clerical employee of the Village to assist in carrying out the duties of the Clerk. The Clerk of Council shall furnish each member of Council and the Mayor with a copy of the minutes of the meeting, and shall perform other duties outlined in Section 3.11 of the Waynesville Charter.

### RULE IX: LAW DIRECTOR

The Law Director shall attend meetings of the Council by request. During Council meetings, any member of the Council may, at any time, call upon the Law Director for an oral or written opinion to decide any question of law. However, should the question to be decided require, in the opinion of the Law Director, study or investigation, he may defer such opinion for a reasonable time. The Law Director will also perform duties outlined in Section 6.03 of the Waynesville Charter.

## RULE X: ATTENDANCE

### Section A.

Regular Attendance - A Council seat of a member may be declared vacant when he has been absent from meetings for three consecutive meetings without a valid excuse. Such action requires the affirmative vote of two-thirds of the members elected to Council. Under this procedure, the accused member of Council must be given notice and an opportunity to answer charges that are brought against him.

### Section B.

Vacations - Vacations shall be condoned by Council without reprisal for a period of thirty days or two contiguous Council meetings. More time could be allowed contingent upon vote by Council.

## RULE XI: TRAVEL ON OFFICIAL BUSINESS

State sponsored conventions, such as the Ohio Municipal League and others, necessitate some rule of compensation for Village officials whose attendance would enable them to be more effective and efficient in the respective positions. Recognizing this need, we propose that advance authorization be secured from Council, along with full disclosure regarding the content and purpose of the respective association meeting.

Documentation of Expenses - All requests for reimbursement of approved travel expenses must be accompanied by original copies of receipts for requested amounts, and must accompany the designated Expense Reimbursement Report document currently in use.

Mileage Reimbursement - Actual reimbursement should be at a rate consistent with the most current Internal Revenue Service allowable rate, per mile traveled to and from the meeting destination via the most direct route.

Lodging - If overnight lodging is required for any convention meeting occurring in or out of the State of Ohio, the Village official shall be reimbursed for the actual cost of the lodging, but not to exceed the lowest rate available in the most reasonable accommodations available. The name and address of the establishment and the amount claimed shall be required with the expense reimbursement form. Reimbursement shall not be allowed for staying in a private home.

Meals - Where overnight lodging is required on official Village travel, reimbursement shall be allowed for meals as reflected in 4.5 of Personnel Policy.

Insurance Coverage - Any Village official required to travel using a personal vehicle for attendance at, or to participate in, a previously approved activity as noted above, must maintain Liability insurance coverage in compliance with Ohio state minimum requirement, and must be able to provide appropriate documentation of said coverage to the Clerk of Council for recording.

## RULE XII: VACANCIES, FORFEITURE OF OFFICE, AND FILLING VACANCIES

### Section A.

"Vacancies - The office of a Council member shall become vacant upon the Council member's death, resignation, removal from office in any manner authorized by this Charter, or forfeiture of office.

### Section B.

Forfeiture of Office - If it is so determined by an affirmative vote of at least four Council members, a Council member shall forfeit office if said Council member:

1. lacks at any time during a term of office, any qualifications for the office prescribed by the Charter;
2. intentionally violates any express prohibition of the Charter;
3. is found to have been a party to a crime involving moral turpitude or any felony, or guilty of misfeasance, malfeasance or nonfeasance in the performance of the official duties of a Council member;
4. fails to attend three consecutive regular meetings of Council without being excused or it is found that the absence is not legitimate. Council shall, by rule, determine and list conditions and circumstances that constitute good cause absence.

### Section C.

Disability - On questions of disability involving the Mayor or other Council member, the decision as to actuality of the time of, and duration of the disability, for purpose of declaring a vacancy, shall be determined by an affirmative vote of at least four members of Council." (Section 3.05, Waynesville Charter)

Member of Council Qualifications - Candidates for the office of Member of Council, shall have resided in the Municipality for at least one year prior to

assuming office. Each Member of Council when elected and throughout the term of office shall be and must remain a resident and a qualified elector of the Municipality. (Section 3.03, Waynesville Charter)

Filling of Vacancies - Vacancies in the office of Council member shall be filled within forty-five days by an affirmative vote of at least four of the remaining members of Council. If a vacancy occurs in one or more positions among Council members elect, Council of the new term shall appoint, by an affirmative vote of at least four members, an eligible citizen of the Municipality of Waynesville. If the Council fails to do so within forty-five days following the occurrence of the vacancy, the power of Council to fill the vacancy shall lapse and the Mayor shall fill the vacancy by appointment immediately following the expiration of the said forty-five days. The person so appointed shall serve until the next regular general election occurring not less than ninety days thereafter at which time a successor shall be elected for the remainder of the unexpired term. (Section 3.05D, Waynesville Charter)

Council to receive two weeks notice prior to the vote as to who the candidates are, which will give them the opportunity to personally interview the candidates.

#### RULE XIII: DISPENSATION OF RULES

These rules, or any part thereof may be temporarily suspended at any meeting of Council by a majority vote of the members present.

#### RULE XIV: AMENDMENT TO RULES

These rules continue in full force and effect from term to term and do not need to be readopted by succeeding Councils. These rules may be repealed, amended, altered, or new rules adopted at any regular meeting of Council by a majority vote of 5 out of 7 members of Council on the report of a committee to which the subject has been referred.

#### VILLAGE OF WAYNESVILLE COUNCIL PROTOCOLS

#### ALL COUNCIL MEMBERS

All members of the Village Council, including those serving as Mayor and President, have equal votes. No Council Member has more power than any other

Council Member, except those powers provided to the Mayor in Section 3.01 of the Village Charter, and all should be treated with equal respect.

All Council Members are required to:

- Demonstrate honesty and integrity in every action and statement
- Serve as a model of leadership and civility to the community
- Inspire public confidence in Waynesville government
- Work for the common good, not personal interest
- Prepare in advance of Council meetings and be familiar with issues on the agenda
- Fully participate in Village Council meetings and other public forums while demonstrating respect, kindness, consideration, and courtesy to others
- Participate in scheduled activities to increase Council effectiveness
- Review Council procedures, such as these Council Protocols, at least annually
- Represent the Village at ceremonial functions at the request of the Mayor
- Be responsible for the highest standards of respect, civility and honesty in ensuring the effective maintenance of intergovernmental relations
- Respect the proper roles of elected officials and Village staff in ensuring open and effective government
- Provide contact information to the Clerk of Council in case an emergency or urgent situation arises while the Council Member is out of town

## OHIO ETHICS LAW

Public officials and employees may not use the authority or influence of their office to benefit themselves, their family members or business associates, or others in circumstances that create a conflict of interest.

In situations where a conflict does occur, an official is not only prohibited from voting on such a matter, but also from:

- participating in discussions;
- participating in deliberations;
- making recommendations;
- providing advice; and
- formally or informally lobbying.

The Ethics Law prohibits a public official or employee from soliciting, accepting, or using a public position to secure things of value that could have a substantial and improper influence on the employee. Things of value can include many things, like money, gifts, real estate, employment, and compensation.

The Ethics Law prohibits a public official or employee from soliciting or accepting ‘anything of value,’ if the thing of value could have a substantial and improper influence on him in the performance of public duties.

‘Anything of value’ is defined in state law to essentially include anything with any monetary value. So, before a public servant accepts a gift or thing of value, both the source and the value must be considered.

The Ethics Law prohibits public officials and employees from accepting substantial things of value from improper sources. The word ‘substantial’ is not defined by a specific dollar amount, so the Ethics Commission has provided guidance to help public servants understand and comply with the law.

Items that are considered nominal – and therefore not prohibited - could include a cup of coffee, a box of popcorn, an inexpensive picture frame, or a plate of cookies. Accepting gifts of this type would not be prohibited under the law. Be aware, though, that the Commission has cautioned that nominal items or expenses could have a substantial cumulative value if extended over time.

So, while a public servant would not be prohibited from accepting the occasional modest gift from a vendor or regulated party, routine acceptance of such gifts from the same source will add up over time.

In addition to determining the value of a gift, a public servant must also consider the source – or the giver – of the thing of value. The Ethics Law prohibits public officials or employees from accepting substantial things of value from improper sources.



## COUNCIL CONDUCT WITH ONE ANOTHER

Councils are composed of individuals with a wide variety of backgrounds, personalities, values, opinions, and goals. Despite this diversity, all have chosen to serve in public office in order to improve the quality of life in the community. In all cases, this common goal should be acknowledged even as Council may "agree to disagree" on contentious issues.

### In Public Meetings

- Use Formal titles.

The Council should refer to one another formally during Council meetings as Mayor, President or Council Member followed by the individual's last name.

- Practice civility and decorum in discussions and debate.

Difficult questions, tough challenges to a particular point of view, and criticism of ideas and information are legitimate elements of a free democracy in action. Be respectful of diverse opinions.

- Honor the role of the presiding officer in maintaining order and equity.

Respect the Chair's effort to focus discussion on current agenda items. Objections to the Chair's actions should be voiced politely and with reason, following the parliamentary procedures outlined in the latest edition of Robert's Rules of Order.

- Demonstrate effective problem-solving approaches.

Council Members have a public stage to show how individuals with disparate points of view can find common ground and seek compromise that benefits the community as a whole. Council Members are role models for residents, business people and other stakeholders involved in public debate.

- Be respectful of other people's time.

Stay focused and act efficiently during public meetings.

### In Private Encounters

- Treat others as you would like to be treated.

Ask yourself how you would like to be treated in similar circumstances, and then treat the other person that way.

## COUNCIL CONDUCT WITH STAFF

Governance of a Village relies on the cooperative efforts of elected officials, who set policy, and Village staff, which analyze problems and issues, make recommendations, and implement and administer the Council's policies. Therefore, every effort should be made to be cooperative and show mutual respect for the contributions made by each individual for the good of the community.

- Treat all staff as professionals.

Clear, honest communication that respects the abilities, experience, and dignity of each individual is expected. As with your Council colleagues, practice civility and decorum in all interactions with Village staff.

- Channel communications through the appropriate senior Village staff.

Questions of Village staff should be directed only to the Village Manager, Law Director, Clerk of Council or Finance Director. The Office of the Village Manager must be copied on any correspondence to Department Heads. Council Members should not set up meetings with Village staff directly, but through the Village Manager who will attend any meetings with Council Members. When in doubt about what staff contact is appropriate, Council Members should ask the Village Manager for direction. However, nothing in these protocols is intended to hinder the access Council-appointed liaisons may require in order to fulfill their unique responsibilities.

- All Council Members should have the same information with which to make decisions.

- Never publicly criticize individual employees, including Council-Appointed Officers. Criticism is differentiated from questioning facts or the opinion of staff. All Critical comments about staff performance should only be made to the Village Manager through private correspondence or conversation.

- Do not get involved in administrative functions.

Avoid any staff interactions that may be construed as trying to shape staff recommendations. Council Members shall refrain from coercing staff in making recommendations to the Council as a whole.

- Be cautious in representing Village positions on issues.

Before sending correspondence related to a legislative position, check with Village staff to see if a position has already been determined. When corresponding with representatives of other governments or constituents remember to indicate, if appropriate, that the views you state are your own and may not represent those of the full Council.

- Do not attend staff meetings unless requested by staff.

Even if the Council Member does not say anything, the Council Member's presence may imply support, show partiality, intimidate staff, or hamper staff's ability to do its job objectively.

- Depend upon the staff to respond to citizen concerns and complaints.

It is the role of Council Members to pass on concerns and complaints on behalf of their constituents. It is not, however, appropriate to pressure staff to solve a problem in a particular way. Refer citizen complaints to the Village Manager. The Village Manager is responsible for making sure the Council Member knows how the complaint was resolved.

- Do not solicit political support from staff or request staff assistance on any issue related to a political campaign.

## COUNCIL CONDUCT WITH BOARDS AND COMMISSIONS

The Village has established several Boards and Commissions as a means of gathering more community input. Citizens who serve on Boards and Commissions become more involved in government and serve as advisors to the Village Council. They are a valuable resource to the Village's leadership and should be treated with appreciation and respect. Council Members serve as liaisons to Boards and Commissions, according to appointments made by the Mayor, and in this role are expected to represent the full Council in providing guidance to the Boards or Commission. In other instances, Council Members may attend Board or Commission meetings as individuals, and should follow these protocols:

- If attending a Board or Commission meeting, identify your comments as personal views or opinions.

Council Members may attend any Board or Commission meeting, which are always open to any member of the public. Any public comments by a Council Member at a Board or Commission meeting, when that Council Member is not the liaison to the Board or Commission should be clearly made as individual opinion and not a representation of the feelings of the entire Village Council.

- Limit contact with Board and Commission members to questions of clarification.

It is inappropriate for a Council Member to contact a Board or Commission member to lobby on behalf of an individual, business, or developer, or to advocate a particular policy perspective. It is acceptable for Council Members to contact Board or Commission members in order to clarify a position taken by the Board or Commission.

- Remember that Boards and Commissions are advisory to the Council as a whole, not individual Council Members.

The Village Council appoints individuals to serve on Boards and Commissions, and it is the responsibility of Boards and Commissions to follow policy established by the Council. Council Members should not feel they have the power or right to threaten Board and Commission members in any way if they disagree about an issue. A Board or Commission appointment should not be used as a political "reward."

- Concerns about an individual Board or Commission member should be pursued with tact.

If a Council Member has a concern with the effectiveness of a particular Board or Commission member and is comfortable in talking with that individual privately, the Council Member should do so. Alternatively, or if the problem is not resolved, the Council Member should consult with the Mayor, who can bring the issue to the Council as appropriate.

- Be respectful of diverse opinions.

A primary role of Boards and Commissions is to represent many points of view in the community and to provide the Council with advice based on a full spectrum of concerns and perspectives. Council Members may have a closer working relationship with some individuals serving on Boards and Commissions, but must be fair to and respectful of all citizens serving on Boards and Commissions.

- Keep political support away from public forums.

Board and Commission members may offer political support to a Council Member, but not in a public forum while conducting official duties. Conversely, Council Members may support Board and Commission members who are running for office, but not in an official forum in their capacity as a Council Member.

- Maintain an active liaison relationship.

Appointed Council liaisons are encouraged to attend all regularly scheduled meetings of their assigned Board or Commission, or to arrange for an alternate.

## COUNCIL ACKNOWLEDGES STAFF CONDUCT WITH VILLAGE COUNCIL

- Respond to Council questions as fully and as expeditiously as is practical.

If a Council Member forwards a complaint or service request to the Village Manager or a Council Appointed Officer, there will be follow-through with the Council Member as to the outcome.

- Respect the role of Council Members as policy makers for the Village.

Staff is expected to provide its best professional recommendations on issues. Staff should not try to determine Council support for particular positions or recommendations in order to craft recommendations. The Council must be able to depend upon the staff to make independent recommendations. Staff should provide information about alternatives to staff recommendations as appropriate, as well as pros and cons for staff recommendations and alternatives.

- Demonstrate professionalism and non-partisanship in all interactions with the community and in public meetings.

- It is important for the staff to demonstrate respect for the Council at all times. All Council Members should be treated equally.

## OTHER PROCEDURAL PRACTICES

- Commit to annual review of important procedural issues.

At the beginning of each year, the Council will review the Council rules and protocols, adopt procedures for meetings and other important procedural issues.

- Don't politicize procedural issues (e.g. minutes approval or agenda order) for strategic purposes.

- Submit questions on Council agenda items ahead of the meeting.

In order to focus the Council meetings on consideration of policy issues and to maintain an open forum for public discussion, questions which focus on the policy aspects of agenda items should be discussed at the Council meeting rather than in one-on-one communications with staff prior to the meetings. Any clarifications or

technical questions that can be readily answered can be handled before the meeting. Council Members are encouraged to submit their questions on agenda items to the appropriate Council Appointed Officer or Village Manager as far in advance of the meeting as possible so that staff can be prepared to respond at the Council Meeting.

- Respect the work of the Council standing committees.

The purpose of the Council standing committee is to provide focused, in-depth discussion of issues. Council is expected to respect the work of the committees.

***Note: It is the responsibility of each Council Member to hold their colleagues accountable to these protocols. Enforcement of these protocols will be the focus of continued Council discussion.***