



## COUNCIL AGENDA

**Monday, May 4, 2026 – 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, April 20, 2026
- 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:**

### **ORDINANCE NO. 2026-020**

AN ORDINANCE ENACTING A TEMPORARY MORATORIUM ON THE ACCEPTANCE, PROCESSING, AND APPROVAL OF APPLICATIONS FOR LARGE-SCALE DATA CENTER DEVELOPMENT; ESTABLISHING A DATA CENTER STUDY COMMITTEE; AND DECLARING AN EMERGENCY

## **Second Reading of Ordinances and Resolutions:**

### **ORDINANCE NO. 2026-016**

AUTHORIZING THE VILLAGE MANAGER TO ENTER INTO A CONTRACT WITH ELITE COMPUTERS INC. AND DECLARING AN EMERGENCY

### **ORDINANCE 2026-017**

AMENDING THE SCHEDULE OF FEES AND CHARGES FOR THE VILLAGE OF WAYNESVILLE REGARDING SOLAR PANELS

### **ORDINANCE NO. 2026-018**

AUTHORIZING THE VILLAGE MANAGER TO EXECUTE AN EMPLOYMENT AGREEMENT WITH RON KILBURN TO SERVE AS CODE ENFORCEMENT OFFICER AND DECLARING AN EMERGENCY

### **ORDINANCE 2026- 019**

AN ORDINANCE AUTHORIZING THE FINANCE DIRECTOR TO TRANSFER INVESTMENT FUNDS (2 YEAR CD) AND DECLARING AN EMERGENCY (CD ROLLOVER)

## **Tabled:**

None

IX. Executive Session

X. Adjournment

*Next Regular Council Meeting:*

**May 18<sup>th</sup>, 2026, at 7:00 pm**

*Upcoming Meetings and Events:*

MOMS Committee, April 20<sup>th</sup>, 2026 @ 5:00 p.m.

Public Works Committee, May 4<sup>th</sup>, 2026 @ 6:00 p.m.

Finance Committee, May 18<sup>th</sup>, 2026 @ 6:00 p.m.

DART Visit with Ohio Main Street Program, June 30-July 1

**Village of Waynesville  
Council Meeting Minutes  
April 20, 2026 at 7:00 pm**

**DRAFT**

Present: Mr. Chris Colvin  
Mr. Zack Gallagher  
Mrs. Connie Miller  
Mr. David Nation

Absent Mayor Earl Isaacs  
Mr. Troy Lauffer  
Mr. Adam Powell

Village Staff Present: Jeffery 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 Monday April 20, 2026.*

.....

President Pro Tempore Colvin called the meeting to order at 7:00 p.m.

Roll Call – 4 present

Mrs. Miller made a motion to excuse Mayor Isaacs, Mr. Lauffer, and Mr. Powell from tonight’s meeting, and Mr. Gallagher seconded the motion.

Motion – Miller  
Second – Gallagher

**Roll Call – 4 yeas**

**Mayor Acknowledgements**

None

**Disposition of Previous Minutes**

Mrs. Miller made a motion to approve the minutes for the Council meeting on April 6, 2026 as written, and Mr. Nation seconded the motion.

Motion – Miller  
Second – Nation

**Roll Call – 4 yeas**

.....

**Public Recognition/Visitors Comments**

None

.....

**Old Business**

None

.....

**Reports**

**Finance**

The Finance Committee met this evening, and everything is in good standing. The next meeting will be on May 18<sup>th</sup> at 6:00 p.m. The public is invited to attend.

**Public Works Report**

The Public Works will meet on May 4, 2026, at 6:00 p.m. The public is encouraged to attend.

**Special Committee Reports**

The MOMS Committee met this evening at 4:00 p.m. with representatives from Ohio Main Street and held a preliminary discussion about the DART (Downtown Assessment Resource Team) visit scheduled for June 30th and July 1st. This will include an invitation to the entire community to provide input on the Main Street revitalization project. A Board will need to be created to move this project forward. The MOMS Committee then held a follow-up meeting to discuss information provided by the Ohio Main Street representatives. During this meeting, it was decided to put the creation of a SID (Special Interest District) on hold while a plan for the Main Street improvement project is further developed. The Committee did not believe there would be a 60% consensus among property owners to support a SID at this time, but feels that as the project gains momentum, more property owners will be on board.

MOMS will meet again on May 4th at 5 p.m. to discuss potential stakeholders and to form a board for the Ohio Main Street Project.

The Historic Preservation Board will meet on Wednesday, April 22, at 5:30 to continue the review of the design standard handbook.

**Village Manager Report**

- Chief Copeland and Brian Keith attended a preconstruction meeting for the OPWC Fifth/Sixth Street Project. The bid will

be advertised on May 25th, and bids will be opened on June 15th. The State should release the funds in July, enabling the winning bidder to begin.

- SmithCorp has installed the PRV vaults on North and Chapman Streets. They will be starting on the laterals.
- The quote from Elite Computers has been provided for new computers and support. The server will be leased, which includes maintenance and backup. Elite Computers will ensure the Village is compliant with HB 96.
- Chief Copeland stated that there were several accidents due to limited visibility caused by the construction to install the turn lanes at Rt 42 and North Street. He met with ODOT, and the intersection was closed. Phase II of the project started today and includes moving a fire hydrant and pouring curbs.
- The Water Department is repairing fire hydrants and meter pits.
- There had been complaints about speeding through an alleyway, so the Street Department installed a temporary speed bump, which was stolen. Therefore, the Street Department installed a permanent speed bump.
- Jeff Patton submitted an application to be on the BZA to replace Jerry Clark, who has resigned. Chief Copeland recommended that Council appoint him to the Board.
- The winners of the new Village of Waynesville logo and tagline contest have been selected. Wood & Lamping have graciously offered to donate the prize money. Jennifer Perry contributed the winning tagline, and Jessica Starin contributed the winning logo. The winners will receive the prize at the May 18th Council meeting.
- 100 tons of road salt have been delivered.
- Ron Hoffman, who attended the last Public Works Committee meeting, has asked to be placed on the agenda again. However, after Chief Copeland consulted with Molly Connley from Warren County Water and Soil, it was determined that he had not obtained the proper permission and must complete several steps before he will meet all the requirements. Chief Copeland advised him that he must obtain their permission before the Village will consider asking ODOT to lift the limited access on his property.
- There is an ordinance on tonight's agenda to establish a fee for solar panel permits. Chief Copeland stated that there have been several inquiries about solar panels. The Village established codes for this, but did not set a fee for the permits.
- Joe Garret of Trebel contracted the final price for the Village's natural gas aggregate program at 6.79 per CCF.
- The invitation to the Blue Ribbon Gala has been provided to support Warren County Child Advocacy.

## **Police Report**

- The Code Enforcement report has been provided for review.
- Ron Kilburn, the new Code Compliance Officer, will begin on May 4<sup>th</sup>.
- Chief Copeland will miss the next Council meeting because he will be attending the Ohio Police Chiefs' Conference in Columbus, May 3-5.
- Sheriff Riley provided the Police Department with emblems to celebrate the United States' 250th birthday. These have been placed on all patrol vehicles.
- Chief Copeland attended the Peer Mentor Graduation.
- The annual Police Memorial Ceremony will be held on May 13<sup>th</sup> at 11:00 a.m. at the Warren County Government campus.

Ms. Miller asked whether the Village of Waynesville emblem in the Council Chambers could be replaced with the new one for an unveiling during the award ceremony. Chief Copeland will see if he can have this done.

Mrs. Miller asked who would inspect the solar panels. Chief Copeland stated that it would fall under the purview of the new Code Compliance Officer to ensure the code is followed.

Mr. Gallagher stated that he normally would advise purchasing equipment in the Village rather than leasing, but in the case of a server, he agrees that leasing would be the best option because this technology becomes outdated so quickly. Chief Copeland stated that this includes all maintenance and backups.

Mr. Nation asked whether the Solar Panel Code applies to buildings in the Historical District. Mr. Forbes stated that the code includes provisions allowing panels to be placed on buildings. Mr. Gallagher stated that the Planning Commission had the Historic Preservation Board review the code. Mrs. Miller stated that the Historic Preservation Board reviewed the code and did not prohibit it within the Historic District because, as written, the panels would not be visible from the street, and many buildings would not be able to support them.

Mr. Nation asked whether there is a policy that outlines the code enforcement process for the new Code Compliance Officer to follow. He stated that he has spoken to a resident who informed him that the resident will not fix a code violation because he has not received a formal notice that the property is in violation. Mr. Nation asked that a policy be developed that outlines the steps. He feels this written outline of procedures will help and protect the Code Compliance Officer.

## **Financial Director Report**

- Ms. Morley stated she has met with representatives from LCNB about waiving the banking fees. She has provided them with the proposal to restructure the Village accounts, increasing the minimum balance in the general checking account to \$200K.

and making it an interest-bearing account. This should offset the fees. LCNB will also give the Village a 25-basis-point (0.25%) increase on the entire ICS sweep to offset the higher target balance in the checking account needed to cover fees. This will net the Village approximately \$1,400 in additional interest each month. If there is no objection, she will move forward with the proposal.

## **Law Report**

- Mr. Forbes stated that because only four members of Council are present, ordinances cannot be passed as an emergency tonight, as it requires 5 yeas to waive the two-reading rule. He suggested that Council have a first reading for all the ordinances and then pass them as an emergency at the next meeting.

Mr. Nation asked Mr. Forbes for clarification on the rental registration. He stated that the purpose of the registration would be to compile a list of rental properties to help ensure that income taxes are paid on income earned within the Village, and that inspections would not be necessary. Mr. Forbes responded that if Council only wanted to compile a list of rental properties and not take the additional step of inspecting them to ensure they are code-compliant, he could draft an ordinance for that. Mr. Nation asked Mr. Forbes to move forward with that. Mr. Nation asked what the best approach would be to inform property owners that this is a new requirement. Ms. Morley stated that the utility billing software can be used to create a database and to send letters to property owners.

Mrs. Miller asked Mr. Forbes what the best approach would be to prevent data centers from being located within the Village. Mr. Forbes suggested a moratorium on data centers. He added that to prohibit them, the Village code may need to be updated, but a moratorium is a good start and typically lasts six months. The State has established a commission to investigate data centers, and a moratorium would give time to assess the commission's recommendations. He also said it was important to define a data center versus a standalone data center, as a server could be considered a data center. He can draft legislation for the next meeting.

Mr. Gallagher stated that he advises the public to do their due diligence when signing up for utility pricing. He stated that the aggregate was originally intended to provide residents with the best utility pricing, but the pricing has been so volatile in recent months that it is hard for the Village to provide the best deal. He encourages residents to be vigilant and check prices on the Ohio Government Apples to Apples page. He suggested looking at the price, whether there is a monthly fee, whether the price is fixed, and whether there is an early termination fee. He added that the aggregate was intended to provide residents with a protective layer against predatory energy pricing. But if money is tight, he recommends that residents shop around for the best deal.

**New Business**

Council reviewed the application for Jeff Patton to be appointed to the Board of Zoning Appeals (BZA) due to Mr. Clark’s resignation from the Board.

Mr. Colvin motioned to appoint Mr. Patton to the BZA, and Mr. Gallagher seconded the motion.  
Motion – Colvin  
Second – Gallagher

**Roll Call – 4 yeas**

**Legislation**

**First Reading of Ordinances and Resolutions**

**Ordinance No. 2026-016**

Authorizing The Village Manager to Enter into a Contract with Elite Computers Inc. and Declaring an Emergency

Mrs. Miller motioned to have the first reading of Ordinance 2026-016, and Mr. Nation seconded the motion.

Motion – Miller  
Second – Nation

**Roll Call – 4 yeas**

**Ordinance 2026-017**

Amending the Schedule of Fees and Charges for the Village of Waynesville Regarding Solar Panels

Mr. Gallagher motioned to have the first reading of Ordinance 2026-017, and Mr. Colvin seconded the motion.

Motion – Gallagher  
Second – Colvin

**Roll Call – 4 yeas**

**Ordinance No. 2026-018**

Authorizing the Village Manager to Execute an Employment Agreement with Ron Kilburn to Serve as Code Enforcement Officer and Declaring an Emergency

Mr. Gallagher motioned to have the first reading of Ordinance 2026-018, and Mr. Nation seconded the motion.

Motion – Gallagher  
Second – Nation

**Roll Call – 4 yeas**

**Ordinance 2026- 019**

An Ordinance Authorizing the Finance Director to Transfer Investment Funds (2-Year CD) and Declaring an Emergency (CD Rollover)

Mr. Colvin motioned to have the first reading of Ordinance 2026-019, and Mrs. Miller seconded the motion.

Motion – Colvin

Second – Miller

**Roll Call – 4 yeas**

**Second Reading of Ordinances and Resolutions**

None

**Tabled Ordinances and Resolutions**

None

**Executive Session**

None

All were in favor of adjourning at 8:22 p.m.

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

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

# Council Report

May 4, 2026

Chief Copeland

## Manager

- The Ohio Department of Transportation (ODOT) has successfully completed phases I and II of the traffic signal project (PID 118273, WAR-US 42-20.23). They are currently installing drainage basins and curbs. Weather permitting, they are on track to remove the barriers on State Route 42, apply the final layer of asphalt, and stripe the road. After these tasks are completed, the project will be put on hold until the light poles arrive later in July. I have included progress photos of the project for reference.



- I received a complaint about a storm basin that was collapsing on Victoria Place. Brian and Greg from the Village Maintenance Department did an in-house repair. I contacted the contracting company working on the library and asked them to provide a quote to complete the curb work, since it is the same curb style they are using at the library. Brian and Greg will do the final asphalt and property restoration after the curb is completed.



- The Village participated in a collaboration for the County's bulk salt bid. Bids closed at 11:38 am on April 17<sup>th</sup>, and Morton Salt submitted the most competitive rate at \$156.01 per ton. The total amount awarded to the County is 29,150 tons, including Waynesville's allocation of 200 tons.

- Smith Corp is aiming to finish installing the lateral lines on Fourth Street during the first week of May. The next phase will involve working on the storm drains and handicap ramps. They are on track to start repaving Fourth Street in late May or early June. Property restoration will be the final step in the project.



- I have uploaded photos of the Mary L. Cook Library park project for your review. They have completed the base coat for the parking lot and hope to finish the project later this summer.



- The Village sponsored the 2026 Blue Ribbon Gala, which took place on April 24<sup>th</sup> at the Rolling Meadows Ranch. This fundraising event was organized to support the Warren County Child Advocacy Center. I would like to thank Mayor Isaacs and Councilwoman Miller for attending the event and representing the Village.



(Pictured Mayor Isaacs and Debbi Worthington)

- On Thursday, April 23rd, I met with State Representative Michelle Teska to discuss the Village's vision and explore ways she can offer assistance. The Village aims to collaborate with the Chamber of Commerce and local merchants to revitalize the Main Street shopping district and enhance the community's overall appearance.



- The July 4th Parade and Fireworks will take place on Saturday, July 4th. The Sons of the Legion will send a letter to the Village and local businesses requesting donations for the fireworks.

## Police

- Sgt. Denlinger has prepared a code enforcement report for your review. If you have any questions or need additional properties to be investigated, please don't hesitate to reach out to either Sgt. Denlinger or me. He will collaborate with the new code compliance officer starting in May to ensure a smooth transition and a change in responsibilities.
- I have attached the final approved Property and Building Registration form for your records. This new ordinance will go into effect in mid-May. I will go over this with Code Compliance Officer Ron Kilburn.



## 2026 Code Enforcement

Date	Address	Violation(s)	Verbal	Letter	Follow Up	Deadline	Citation	Resolved	Court Dispo.
12/15/2025	183 S 3rd St	Weeds		12/15/2025		12/19/2025			
12/15/2025	183 S 3rd St	Roofs and Drainage, Handrails		12/15/2025		12/26/2025			
12/22/2025	208 S 3rd St	Siding		12/22/2025		1/9/2026		1/9/2026	
12/22/2025	17 N Us Rt 42	Outdoor Storage and Junk		12/22/2025		12/26/2025		1/3/2026	
12/22/2025	109 N Main St	Outdoor Storage and Junk		12/22/2025		12/29/2025			
12/22/2025	109 N Main St	Siding and Gutters		12/22/2025		1/12/2026			
12/22/2025	207 N Main St	Siding		12/22/2025		1/12/2026		1/12/2026	
12/22/2025	141 North St	Outdoor Storage and Junk		12/22/2025		12/29/2025		12/29/2025	
12/29/2025	557 Chapman St	Junk Motor Vehicles		12/29/2025		1/2/2026		1/16/2026	
12/29/2025	207 S 3rd St	Brush		12/29/2025		1/5/2026			
12/29/2025	513 High St	Junk Motor Vehicles, Outdoor Storage,		12/29/2025	03/23/2026 left letter on door	1/12/2026			
		Brush, Parking, Trash			04/13/2026 Spoke w/ Mark ext.				
1/23/2026	15 N 3rd St	Front porch	1/23/2026			2/6/2026			

## 2026 Code Enforcement

Date	Address	Violation(s)	Verbal	Letter	Follow Up	Deadline	Citation	Resolved	Court Dispo.
1/23/2026	15 N 3rd St	Outdoor Storage	1/23/2026		03/10/2026 selling in sale Apr. 9-12	1/30/2026			
1/23/2026	17 N Us Rt 42	Couch, Mattresses and trash outside	1/23/2026			1/24/2026		1/24/2026	
1/23/2026	143 S 3rd St	Junk Motor Vehicle	1/23/2026		03/10/2026 selling in sale Apr. 9-12	1/30/2026			
1/23/2026	400 S. Main St	Couch by dumpster	1/23/2026			1/24/2026		1/23/2026	
1/23/2026	159 N 3rd St	2 Junk cars and junk basketball hoop		1/26/2026	02/23/26 Spoke with John, ext.	2/6/2026		2/13/2026	
1/23/2026	181 N 3rd St	Junk car		1/26/2026	02/23/26 Spoke with Mike, ext.	2/6/2026		2/13/2026	
1/23/2026	225 Edwards Rd.	Outdoor storage, junk		1/26/2026		2/6/2026			
1/23/2026	730 Dayton Rd	Dead trees in yard		1/26/2026	Attempted contact 03/30/2026	2/6/2026			
1/23/2026	579 Chapman St	Dead trees in yard		1/26/2026	Attempted contact 03/30/2026	2/6/2026			
1/23/2026	84 N Main St	Trash on sidewalk	1/23/2026			1/24/2026		1/24/2026	
1/23/2026	898 Dayton Rd	Junk fence sections		1/26/2026		2/6/2026		2/6/2026	
1/23/2026	220 E Ellis Dr	Appliances outside, Junk car		1/26/2026		1/30/2026		2/7/2026	
1/23/2026	116 N 3rd St	4 cars parked in grass		1/26/2026	02/09/26 Spoke with Anthony, ext.	2/6/2026		2/20/2026	

## 2026 Code Enforcement

Date	Address	Violation(s)	Verbal	Letter	Follow Up	Deadline	Citation	Resolved	Court Dispo.
1/23/2026	272 North St	Windows/doors, rotten wood		1/26/2026		2/13/2026			
1/23/2026	59 N Main St	Trash in alley		1/26/2026	02/23/26 Spoke with Adam, ext.	1/30/2026		2/28/2026	
1/23/2026	71 N Main St	Trash in alley		1/26/2026	02/23/26 Spoke with Tom, ext.	1/30/2026		2/28/2026	
1/23/2026	22 S Main St	Outdoor storage of items	1/23/2026			1/30/2026		2/20/2026	
1/23/2026	251 Chapman St	Outdoor storage		1/26/2026	02/23/26 Spoke with Kelly, ext.	2/6/2026		2/20/2026	
1/23/2026	563 Robindale	Trailer parked on street		1/26/2026		1/30/2026		1/30/2026	
1/23/2026	1331 White Rose	Trailer parked on street		1/26/2026		1/30/2026		1/30/2026	
2/9/2026	563 Robindale Dr	Disabled Motor Vehicle	2/9/2026			2/13/2026		2/15/2026	
2/23/2026	50 N Main St.	Gutter and Rotten Wood		2/23/2026		3/9/2026			
3/2/2026	10 N. Main St.	trash, outdoor storage	3/2/2026			3/3/2026		3/3/2026	
3/2/2026	84 N. Main St.	trash, outdoor storage	3/2/2026			3/4/2026		3/4/2026	
3/2/2026	120 N. Main St.	trash, outdoor storage	3/2/2026			3/3/2026		3/3/2026	
3/16/2026	162 N 4th. St	Broken front door		3/16/2026		3/30/2026		3/28/2026	

## 2026 Code Enforcement

Date	Address	Violation(s)	Verbal	Letter	Follow Up	Deadline	Citation	Resolved	Court Dispo.
3/22/2026	674 Miami St.	Disabled Motor Vehicle	3/22/2026			3/24/2026		3/24/2026	
3/30/2026	152 N. Main St.	Furniture at curb	3/30/2026			3/31/2026		3/31/2026	
3/30/2026	155 S. Main St	Roof	3/30/2026			4/6/2026			
3/30/2026	19 N. Us. Rt. 42	Couches outside	3/30/2026			3/31/2026		3/31/2026	
4/13/2026	940 Creekevview Dr	Vehicle parked in grass	4/13/2026			4/13/2026		4/13/2026	
4/13/2026	1344 White Rose	Vehicle facing wrong direction	4/13/2026			4/13/2026		4/13/2026	
4/13/2026	282 Franklin Rd	Vehicle parked in grass	4/13/2026			4/13/2026		4/13/2026	
4/13/2026	613 Preston Dr	Outdoor storage, trash, broken garage door Panels		4/13/2026		5/4/2026			
4/13/2026	623 Preston Dr	Outdoor Storage, Trash	4/13/2026 Spoke with Tom		Dumpster coming 05/01/2026	5/4/2026			
4/13/2026	1303 Rosebud Ct	Trailer parked in yard	04/13/2026 Spoke with Tammy			4/14/2026			
4/13/2026	608 North St	Outdoor Storage, Trash	04/13/2026 Spoke with Brian			4/25/2026			
4/13/2026	1334 White Rose Dr	Vehicle facing wrong direction	4/13/2026			4/13/2026			
4/13/2026	39 N 4th St	Gutters	04/13/2026 Spoke with Tonya			4/27/2026			

## 2026 Code Enforcement

Date	Address	Violation(s)	Verbal	Letter	Follow Up	Deadline	Citation	Resolved	Court Dispo.
4/13/2026	157 N 4th St	Outdoor Storage, Trash	4/13/2026 Spoke with Wayne			4/27/2026		4/27/2026	
4/13/2026	157 N 4th St	Weeds and dead trees	04/13/2026 Spoke with Wayne			5/11/2026			
4/13/2026	1500 Adamsmoor Dr	Vehicle parked in yellow curb	4/13/2026			4/13/2026		4/13/2026	
4/20/2026	98 S Main St	Trailer parked on street	4/20/2026			4/20/2026		4/20/2026	
4/20/2026	1380 Adamsmoor Dr	Trailer parked on street	4/20/2026			4/20/2026		4/20/2026	

## VACANT PROPERTY/BUILDING REGISTRATION FORM

All vacant properties/buildings must be registered with the Village of Waynesville in accordance with the Vacant Registration Ordinance – Chapter 155 of the Village of Waynesville's Ordinances. Please complete this form for each vacant dwelling address. Hardship exemption or reduction of vacant building registration fee may be applied as set out in Chapter 155A.10. For more information on the Vacant Building Registration Program, please go to the Village of Waynesville website at [www.villageofwaynesville.org](http://www.villageofwaynesville.org), and then go to the Zoning Code page.

### **Section I: Address of Vacant Property/Building (Required)**

Street Address: \_\_\_\_\_  
Parcel # (from County Auditor): \_\_\_\_\_

### **Section II: Property Owner Information (Required)**

*(No P.O. Boxes are permitted; must provide a building address.)*

**If Individual Owner or Designated Agent, please complete the following:**

Property Owner's Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Designated Agent or Contact Person: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Cell Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

**If Partnership, Corporation, Trust or Other, please complete the following: *(Please use the supplemental form to list each additional partner, officer, or trustee.)***

Tax ID Number of Partnership or Corporation: \_\_\_\_\_

Name of Partnership or Corporation: \_\_\_\_\_

Contact Person Name: \_\_\_\_\_ Title: \_\_\_\_\_

Designated Agent or Contact Person: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Cell Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Village of Waynesville  
1400 Lytle Road, Waynesville, OH 45068  
(513) 897-8015

**Section III: Local Agent / Property Manager (If owner is outside of local area)**

Please list Name, Address, Phone Number, and any additional information necessary to contact for interior and exterior inspections.

Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Cell Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Additional Remarks: \_\_\_\_\_

**Section IV: Vacant Building Plan of Action (Required in Historic Preservation Overlay District)**

- Checklist:  Cause of Vacancy and intended future use of building.  
 Timetable with milestones for re-occupancy or rehabilitation.  
 Interim maintenance and security measures implemented while the building is vacant.  
 Proof of general liability insurance not less than one million dollars.  
 Demonstration of active marketing efforts if the sale or lease is the stated intent.

**Section VI: Fees (Required)**

Please make checks payable to the Village of Waynesville. The vacant property registration payment included with this form pertains to the current year of vacancy and is as follows:

Property outside the Historic Preservation District: Residential \$100; all other properties \$300

Property within the Historic Preservation District: Year 1, \$1,000; Year 2, \$2,000; Year 3, \$4,000; Year 4, \$8,000; Year 5 and on, \$16,000

I, \_\_\_\_\_, hereby request to register the vacant property/building listed above and acknowledge that the information above is complete and accurate. I have read and understand the Vacant Building Registration Ordinance for owning a vacant dwelling in the Village of Waynesville and agree to comply with these requirements. In accordance with this Ordinance, I agree to notify any future owner of this vacant building registration.

**Applicant's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## **Code Compliance Officer Example**

A Code Compliance Officer for the Village of Waynesville is responsible for ensuring compliance with local laws, ordinances, and regulations. The role blends inspection, investigation, documentation, and public interaction. Here's a clear breakdown of typical job duties:

### **Core Responsibilities**

- **Enforce Local Ordinances:** Ensure compliance with village codes related to zoning, property maintenance, nuisance violations, signage, and land use.
- **Conduct Inspections:** Perform routine and complaint-based inspections of residential, commercial, and public properties.
- **Investigate Complaints:** Respond to citizen complaints regarding issues like unsafe structures, junk accumulation, noise, or illegal uses of property.
- **Issue Notices and Citations:** Prepare and deliver warning notices, violation letters, and citations for non-compliance.
- **Follow-Up Enforcement:** Track violations to ensure corrective action is taken within required timeframes.

### **Administrative & Legal Duties**

- **Maintain Records:** Keep detailed documentation of inspections, violations, correspondence, and enforcement actions.
- **Prepare Reports:** Compile reports for village administration, zoning boards, or councils.
- **Court Participation:** Testify in court or administrative hearings regarding violations and enforcement actions.
- **Coordinate with Departments:** Work with building, zoning, fire, police, and health departments to address complex compliance issues.

### **Public Interaction**

- **Educate Residents and Businesses:** Explain codes, regulations, and compliance requirements to property owners and tenants.
- **Conflict Resolution:** Handle disputes professionally and work toward voluntary compliance when possible.
- **Community Outreach:** Support programs that promote neighborhood upkeep and safety.

### **Additional Duties**

- **Monitor Vacant/Abandoned Properties**
- **Assist in Emergency Situations:** Evaluate damaged structures after storms or disasters.
- **Review Permits:** Assist with zoning or permit compliance checks.

### **Skills & Qualifications**

- Knowledge of municipal codes, zoning laws, and property standards
- Strong communication and interpersonal skills
- Attention to detail and documentation accuracy
- Ability to handle confrontational situations calmly
- Basic understanding of legal procedures and due process

## **Code Compliance Officer Example**

A Code Compliance Officer for the Village of Waynesville is responsible for ensuring compliance with local laws, ordinances, and regulations. The role blends inspection, investigation, documentation, and public interaction. Here's a clear breakdown of typical job duties:

### **Core Responsibilities**

- **Enforce Local Ordinances:** Ensure compliance with village codes related to zoning, property maintenance, nuisance violations, signage, and land use.
- **Conduct Inspections:** Perform routine and complaint-based inspections of residential, commercial, and public properties.
- **Investigate Complaints:** Respond to citizen complaints regarding issues like unsafe structures, junk accumulation, noise, or illegal uses of property.
- **Issue Notices and Citations:** Prepare and deliver warning notices, violation letters, and citations for non-compliance.
- **Follow-Up Enforcement:** Track violations to ensure corrective action is taken within required timeframes.

### **Administrative & Legal Duties**

- **Maintain Records:** Keep detailed documentation of inspections, violations, correspondence, and enforcement actions.
- **Prepare Reports:** Compile reports for village administration, zoning boards, or councils.
- **Court Participation:** Testify in court or administrative hearings regarding violations and enforcement actions.
- **Coordinate with Departments:** Work with building, zoning, fire, police, and health departments to address complex compliance issues.

### **Public Interaction**

- **Educate Residents and Businesses:** Explain codes, regulations, and compliance requirements to property owners and tenants.
- **Conflict Resolution:** Handle disputes professionally and work toward voluntary compliance when possible.
- **Community Outreach:** Support programs that promote neighborhood upkeep and safety.

### **Additional Duties**

- **Monitor Vacant/Abandoned Properties**
- **Assist in Emergency Situations:** Evaluate damaged structures after storms or disasters.
- **Review Permits:** Assist with zoning or permit compliance checks.

### **Skills & Qualifications**

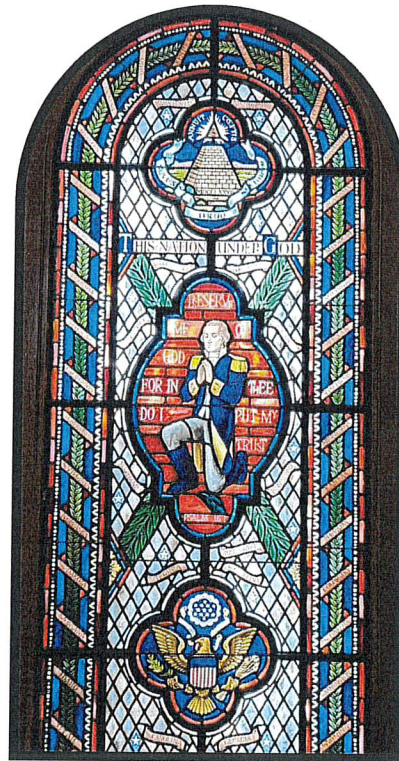
- Knowledge of municipal codes, zoning laws, and property standards
- Strong communication and interpersonal skills
- Attention to detail and documentation accuracy
- Ability to handle confrontational situations calmly
- Basic understanding of legal procedures and due process

# NATIONAL DAY OF PRAYER

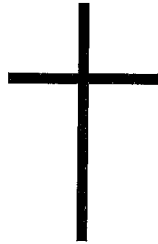
Please join us at  
Warren County's Annual Prayer Breakfast,  
as we lift up Our Lord Jesus Christ,  
the Living Word, and seek the Will of Almighty God  
for America, Warren County, and All Nations  
in prayer, worship, and song.

May 7, 2026  
8:00 am to 9:15 am

Countryside YMCA Event Center  
1699 Deerfield Road  
Lebanon, OH 45036



*Stained glass of George Washington praying  
at Valley Forge in the US Congressional Prayer Room  
with Psalm 16:1: "Preserve me, O God, for in thee I put my trust."*



Let us rejoice in our America 250  
and our 75th anniversary of the National Day of Prayer.

“Glorify God among the nations,  
seeking Him in all generations.”  
1 Chronicles 16:24

Live Feed



COME CELEBRATE

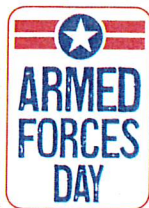
# ARMED FORCES WEEK

## MILITARY APPRECIATION DAYS

**FREE SANDWICH** for all active duty service members and veterans.  
Thanks For Your Service.

<b>ARMY</b> .....	<b>MON, 5/11</b>
<b>MARINE CORPS</b> .....	<b>TUE, 5/12</b>
<b>NAVY</b> .....	<b>WED, 5/13</b>
<b>AIR FORCE &amp; SPACE FORCE</b> .....	<b>THU, 5/14</b>
<b>COAST GUARD</b> .....	<b>FRI, 5/15</b>

AN INVITATION FOR ALL ACTIVE DUTY MILITARY & VETERANS



**LUNCH WITH  
THE HEROES** .....

11:00AM-2:00PM

**SAT, 5/16**

Join us for a **FREE SANDWICH** and be sure to arrive  
before Noon for our live National Anthem.

**MISSION BBQ**  
The American Way.



## Finance Director Report

May 4, 2026

- The \$250,000 CD that matured on April 20<sup>th</sup> received \$6,049.32 in interest.
- I have reached out to Brian Keener at People's Bank and am in the process of scheduling a meeting to discuss what they can offer the Village in terms of banking services.
- I am currently working on the 2027 budget and will have an ordinance for the next Council meeting, to be reviewed at the Finance Committee meeting on May 18<sup>th</sup>.
- I have updated the list of contracts the Village of Waynesville has with their end dates. The ones highlighted need to be renewed before the end of the year.

Thank You,

Jamie Morley

Finance Director/Clerk of Council

## Finance Director Report

May 4, 2026

- The \$250,000 CD that matured on April 20<sup>th</sup> received \$6,049.32 in interest.
- I have reached out to Brian Keener at People's Bank and am in the process of scheduling a meeting to discuss what they can offer the Village in terms of banking services.
- I am currently working on the 2027 budget and will have an ordinance for the next Council meeting, to be reviewed at the Finance Committee meeting on May 18<sup>th</sup>.
- I have updated the list of contracts the Village of Waynesville has with their end dates. The ones highlighted need to be renewed before the end of the year.

Thank You,

Jamie Morley

Finance Director/Clerk of Council

<u>CONTRACT NAME</u>	<u>Ordinance</u>	<u>START</u>	<u>END</u>	<u>DETAILS</u>
Vectren Gas Franchise	2012-062	2/15/2013	2/15/2023	Expired
DP&L Franchise	2015-026	9/3/2012	9/3/2017	Expired
HOMELAND TECHNOLOGY GROUP	2018-016	5/25/2018		Fire alarm company 3 YEAR CONTRACT CONTRACT ENDED - 30 DAY WRITTEN NOTICE PRIOR TO TERMINATION OF CONTRACT. Currently Month to month. Original end date 5/25/2021
Legend Web Works - Website	2021-001	3/1/2021		GOES MONTH TO MONTH AFTER 1 YEAR. Original End Date 3/1/2022
HIGHCAP IT SUPPORT CONTRACT	2019-048	9/1/2019		30 DAY NOTICE TO TERMINATE
SMART BILL (water bill printing)		3/26/2010	3/26/2027	60 MONTH TERM / AUTO RENEW FOR 12 MONTHS Original end date 3/26/2015
INVOICE CLOUD	2018-011	4/3/2018	4/1/2027	3 YEAR CONTRACT - THEN RENEWS YEARLY Original end date 4/1/2021
WASTE MANAGEMENT (DUMPSTER AT MAINTENANCE BARN)	2018-041	12/21/2018	12/21/2026	3 YEAR CONTRACT AUTO RENEW YEARLY 180-90 DAYS OF TERMINATION Original end date 12/21/2019
Hylant	2024-001	3/12/2026	3/12/2027	Property/liability Insurance
Health Insurance - Aetna CPOSII 5000 100/50 CV V23	2024-012	5/1/2026	4/31/2027	

RUMPKÉ	2022-016	6/1/2025	5/31/2028	6/1/2025 - 5/31/2026 \$20.72 5/31/2027 \$21.54 5/31/2028 \$22.41	6/1/2026 - 6/1/2027 -
Archer Energy		6/1/2026	4/30/2028	Natural Gas Aggregate for Village Residents. \$0.6799 per CCF	
Energy Harbor		7/1/2025	6/30/2026	Electric Aggregate for Village Residents. 9.14¢ per kWh	
Trebel - Gas/Electric Aggregate	2022-039	3/2/2026	3/2/2028	3 YEARS OR END OF THE TERM OF THE AGGREGATION - Amended 3/2/2026	
Vision Insurance - VSP	2023-051	1/1/2026	12/31/2026		
HRA - Basic	2024-044	1/1/2026	12/31/2026		
Dental	2024-043	1/1/2026	12/31/2026		
Life Insurance - HARTFORD	2024-043	1/1/2026	12/31/2026		
BUCKEYE POWER SALES	2023-048	12/1/2023	12/1/2026	Maintenance agreement for Wellfield Generators	
Magistrate - Robert Kauffman	2022-002	1/1/2024	12/31/2026		
Prosecutor - Chase Kirby	2024-041	1/1/2025	12/31/2026		
SCHOOL RESOURCE OFFICER AGREEMENT	2024-016	8/1/2024	5/1/2027	3 YEAR AGREEMENT AUGUST 1, 2024 to May 2027	
Schindler - Elevator Inspectors	2024-017	8/31/2024	8/31/2027	Continue on Month by month after expiration date. 30 day notice.	

MIAMI VALLEY LIGHTING	2022-044	1/1/2023	12/31/2027	Street Lights
Law Director - Wood and Lamping	2024-042	1/1/2025	12/31/2027	Law Director
Police Levy Renewal (7 mil)	2022-033	1/1/2023	12/31/2028	Property Taxes starting with 2023 for 5 years based on property values of 2013. Put on ballot 11/2027.
Street Levy Renewal (3 mil)	2022-034	1/1/2023	12/31/2028	Property Taxes starting with 2023 for 5 years based on property values of 2013. Put on ballot 11/2027.
FP Postage	2024-029	12/4/2026	12/4/2029	Postage Meter
Emergency Water Agreement with Warren County	2021-005	2/16/2021	2/16/2031	
WARREN COUNTY WATER SEWER BILLING AGREEMENT		1/1/2016	12/31/2036	20 year contract between Warren Co and Waynesville to bill sewer for Waynesville residents.
CDS 4 at 250K for 2 years				9/11/2026, 11/19/27, 11/19/2027, maturity dates

## **ORDINANCE NO. 2026-020**

---

### **AN ORDINANCE ENACTING A TEMPORARY MORATORIUM ON THE ACCEPTANCE, PROCESSING, AND APPROVAL OF APPLICATIONS FOR LARGE-SCALE DATA CENTER DEVELOPMENT; ESTABLISHING A DATA CENTER STUDY COMMITTEE; AND DECLARING AN EMERGENCY**

**WHEREAS**, the Village of Waynesville (the “Municipality”) is authorized under Article XVIII of the Ohio Constitution to exercise all powers of local self-government and to adopt and enforce local police, sanitary, and similar regulations not in conflict with general laws; and

**WHEREAS**, data centers are physical facilities that house computer systems and related infrastructure used for the storage, processing, management, and transmission of digital data, and may include cooling systems, power generators, substations, and other associated utility infrastructure; and

**WHEREAS**, large-scale or “hyperscale” data centers, particularly those with electrical demand exceeding 25 megawatts, present unique impacts on communities including substantial demands on electrical infrastructure, significant water consumption for cooling systems, continuous noise from mechanical equipment, potential environmental impacts from wastewater discharge, and conversion of agricultural and open land; and

**WHEREAS**, the Ohio House of Representatives unanimously passed House Bill 646 on March 18, 2026, which creates a Data Center Study Commission to examine the environmental, economic, utility, and community impacts of data center development, with a report due within six months; and

**WHEREAS**, the Ohio Ballot Board on April 2, 2026 certified a citizens’ ballot initiative that, if approved by voters, would prohibit construction of data centers with aggregate power demand exceeding 25 megawatts, demonstrating significant public concern regarding such facilities; and

**WHEREAS**, a number of communities have enacted or are considering temporary moratoriums on data center development to study these impacts, including Jerome Township, Lordstown, Washington Township, Muhlenberg Township, Vienna Township, South Bloomfield, Ashville, and Urbana; and

**WHEREAS**, the Municipality’s current zoning regulations do not specifically address large-scale data center development or provide standards for noise, vibration, lighting, water usage, electrical demand, environmental impact, or other unique characteristics of such facilities; and

**WHEREAS**, the Municipality has a compelling interest in protecting the public health, safety, and welfare of its residents, including ensuring that new development does not unreasonably

burden municipal services, infrastructure, or utility systems, or adversely impact residential neighborhoods and the environment; and

**WHEREAS**, the Municipality requires additional time to study the potential impacts of large-scale data center development, to consider appropriate zoning regulations and development standards, to review recommendations from the state Data Center Study Commission (if enacted), and to engage the community in thoughtful deliberation regarding how such development should be regulated; and

**WHEREAS**, a temporary moratorium is necessary to preserve the status quo and to prevent irreversible land use decisions while the Municipality studies and develops appropriate regulations; and

**WHEREAS**, the application of existing comprehensive plans, land use ordinances, and regulations is inadequate to prevent serious potential harm to the public from unregulated large-scale data center development.

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

#### **SECTION 1. DEFINITIONS.**

As used in this Ordinance:

(A) **“Data Center”** means a facility used primarily for the storage, management, processing, and transmission of digital data, which houses computer or network equipment, systems, servers, appliances, and other associated components related to digital data operations. The term includes ancillary uses and structures including air handlers, cooling systems (whether air-cooled, water-cooled, or hybrid), power generators, battery storage systems, electrical substations, utility infrastructure, water storage and treatment facilities, and security systems.

(B) **“Large-Scale Data Center”** means a Data Center, or group of Data Centers developed as part of a common plan or unified development, that meets any of the following criteria:

- (1) Has an aggregate electrical demand or capacity of twenty-five (25) megawatts or greater;
- (2) Has a combined building footprint of one hundred thousand (100,000) square feet or greater; or
- (3) Requires construction of a dedicated electrical substation or transmission infrastructure to serve the facility.

(C) **“Application”** means any request, submission, or filing for zoning approval, conditional use, special use, variance, site plan review, subdivision, lot split, building permit, or any other land use entitlement or development approval necessary for a Large-Scale Data Center.

(D) **“Moratorium Period”** means the period commencing on the effective date of this Ordinance and continuing for one hundred eighty (180) days thereafter, unless extended or terminated earlier as provided herein.

## **SECTION 2. TEMPORARY MORATORIUM IMPOSED.**

(A) **Moratorium.** During the Moratorium Period, the Municipality shall not accept, process, consider, or approve any Application for a Large-Scale Data Center. All such Applications shall be held in abeyance until the conclusion of the Moratorium Period or the adoption of permanent regulations governing Large-Scale Data Centers, whichever occurs first.

(B) **Scope.** This moratorium applies to all Applications for Large-Scale Data Centers, regardless of the zoning district in which the proposed development is located, and regardless of whether a Large-Scale Data Center would otherwise be a permitted, conditional, or special use in such district.

(C) **Geographic Application.** This moratorium applies throughout the corporate limits of the Municipality.

(D) **Excluded Uses.** This moratorium does not apply to:

- (1) Data Centers that do not meet the definition of Large-Scale Data Center as set forth in Section 1(B);
- (2) Server rooms, telecommunications equipment rooms, or similar facilities accessory to and serving a principal use on the same premises;
- (3) Expansion, alteration, or renovation of existing Data Centers that does not increase the facility’s electrical demand by more than ten percent (10%) or does not result in the facility meeting the thresholds of a Large-Scale Data Center; or
- (4) Applications for which substantive review was commenced prior to the effective date of this Ordinance, as determined by the Village Manager.

## **SECTION 3. PENDING APPLICATIONS.**

(A) **Determination of Substantive Review.** For purposes of Section 2(D)(4), substantive review shall be deemed to have commenced if, prior to the effective date of this Ordinance, the Application has been determined complete by the Village and has been

scheduled for a public hearing before the Planning Commission, Board of Zoning Appeals, or other applicable body.

**(B) Incomplete Applications.** Applications that have been submitted but not yet determined complete, or that have been determined incomplete and await resubmission, shall be subject to this moratorium.

**(C) Preliminary Inquiries.** Pre-application conferences, preliminary inquiries, sketch plan reviews, or similar informal discussions do not constitute the commencement of substantive review.

#### **SECTION 4. DATA CENTER STUDY COMMITTEE.**

**(A) Establishment.** There is hereby established a Data Center Study Committee (the "Committee") to study the potential impacts of Large-Scale Data Center development and to recommend appropriate permanent regulations.

**(B) Membership.** The Committee shall consist of members as appointed by the Mayor and confirmed by Council.

**(C) Duties.** The Committee shall:

- (1) Study the environmental, economic, infrastructure, and community impacts of Large-Scale Data Center development;
- (2) Review regulations adopted by other Ohio municipalities and model ordinances addressing Data Centers;
- (3) Monitor the progress of House Bill 646 and any recommendations issued by the state Data Center Study Commission;
- (4) Consider conducting public meetings to receive input from residents and stakeholders;
- (5) Prepare and submit to Council a report of findings and recommendations for permanent zoning regulations not later than thirty (30) days prior to the expiration of the Moratorium Period or any extension.

**(D) Considerations.** In conducting its study, the Committee shall consider, at a minimum:

- (1) Impacts on the electrical grid, utility infrastructure, and consumer utility rates;
- (2) Water consumption, wastewater discharge, and impacts on local water supply;
- (3) Noise, light pollution, and impacts on adjacent properties and residential neighborhoods;
- (4) Air quality and environmental impacts;

- (5) Traffic, emergency services, and municipal infrastructure demands;
- (6) Impacts on agricultural land, open space, and community character;
- (7) Appropriate zoning districts, setbacks, buffers, and development standards;
- (8) Economic development opportunities, tax revenue, and job creation;
- (9) Best practices from other jurisdictions and model ordinance provisions.

#### **SECTION 5. DURATION; EXTENSION; TERMINATION.**

**(A) Initial Duration.** This moratorium shall remain in effect for one hundred eighty (180) days from the effective date of this Ordinance.

**(B) Extension.** Council may, by legislation adopted prior to the expiration of the Moratorium Period, extend this moratorium for one additional period not to exceed one hundred eighty (180) days if Council determines, based upon findings stated in the resolution, that: (1) the study of Large-Scale Data Center impacts has not been completed; (2) permanent regulations have not been adopted; or (3) state legislative action affecting Data Center regulation remains pending.

**(C) Early Termination.** Council may, by ordinance, terminate this moratorium prior to the expiration of the Moratorium Period upon the adoption of permanent regulations governing Large-Scale Data Centers.

**(D) Effect of Expiration.** Upon expiration or termination of the Moratorium Period, the Municipality shall resume acceptance and processing of Applications for Large-Scale Data Centers in accordance with applicable regulations then in effect.

#### **SECTION 6. SEVERABILITY.**

If any section, paragraph, sentence, clause, phrase, or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions of this Ordinance.

#### **SECTION 7. REPEALER.**

All ordinances, resolutions, or parts thereof in conflict with the provisions of this Ordinance are hereby repealed to the extent of such conflict.

#### **SECTION 8. EMERGENCY.**

This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, and welfare, the reason for such necessity being that Large-Scale Data Center development applications may be submitted at any time, and

immediate action is required to preserve the Municipality's ability to study such development and adopt appropriate regulations before irreversible land use decisions are made. Therefore, this Ordinance shall take effect immediately upon its passage.

PASSED: \_\_\_\_\_, 2026

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Clerk of Council

**ORDINANCE NO. 2026-016**

**AUTHORIZING THE VILLAGE MANAGER TO ENTER INTO A CONTRACT WITH ELITE COMPUTERS INC. AND DECLARING AN EMERGENCY**

WHEREAS, the Village of Waynesville has determined that it is in the best interest of the Village to adopt certain cyber security measures; and

WHEREAS, Elite Computers Inc. has submitted a proposal to provide certain cybersecurity services, including the provision of new equipment in order to ensure the Village meets Ohio House Bill 96 (HB 96) cybersecurity requirements while significantly improving overall protection against modern cyber threats; and

WHEREAS, Council has determined that the proposal meets the needs of the village.

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

Section 1. That the Village Manager is hereby authorized to execute a contract with Elite Computers Inc. for the provision of cyber security services as well as the purchase of certain equipment pursuant to the terms of the proposal and quote attached hereto as Exhibit A.

Section 2. That the Finance Director is authorized to pay Elite Computers Inc. amounts pursuant to the terms of the proposal and quote attached as Exhibit A.

Section 3. That this Ordinance is hereby declared to be an emergency measure necessary for the preservation of the public peace, health, safety, and general welfare and shall be effective immediately upon its adoption. The reason for said declaration of emergency is the need to execute the contract at the earliest possible date in order to obtain the services and equipment in order to comply with the requirements of HB 96.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

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

\_\_\_\_\_  
Mayor

# Cybersecurity & IT Protection Proposal

Village of Waynesville, Ohio

Prepared by: Elite Computers Inc.

---

## Executive Summary

Elite Computers Inc. is pleased to present this cybersecurity and data protection proposal designed specifically for the Village of Waynesville.

The goal of this proposal is simple:

**Ensure the Village meets Ohio House Bill 96 (HB 96) cybersecurity requirements while significantly improving overall protection against modern cyber threats.**

This solution provides a layered, proactive security approach that protects Village systems, sensitive data, and daily operations—while aligning with nationally recognized standards such as the NIST Cybersecurity Framework (NIST CSF).

---

## What is HB 96 and Why It Matters

Ohio House Bill 96 requires local governments to adopt cybersecurity best practices to:

- Protect sensitive government and resident data
  - Reduce the risk of ransomware and cyber attacks
  - Ensure continuity of operations
  - Align with recognized frameworks like NIST
- 

## Proposed Security & IT Services

Elite Computers will implement and manage the following services as a complete, fully integrated cybersecurity solution:

---

## **1. Managed Patching (System Updates & Vulnerability Management)**

Automated patching of Windows and third-party applications to eliminate known vulnerabilities.

---

## **2. Managed EDR (Endpoint Detection & Response)**

Advanced endpoint protection that detects, blocks, and responds to threats such as ransomware in real time.

---

## **3. Managed SOC (24×7 Security Monitoring)**

Continuous monitoring and response by a dedicated Security Operations Center to detect and stop threats at any time.

---

## **4. User Training & Security Awareness**

Ongoing employee training and simulated phishing campaigns to reduce risk from human error.

---

## **5. Cisco Duo Multi-Factor Authentication (MFA)**

Adds a second layer of security to user logins, protecting critical systems even if passwords are compromised.

---

## **6. Datto BCDR (Backup & Disaster Recovery)**

Comprehensive backup and disaster recovery solution that includes:

- 30 days local backup retention
  - 1 year secure cloud retention
  - Rapid system recovery in the event of failure or ransomware
  - Ability to run systems in the cloud during outages
  - Immutable backups protected from deletion or encryption
-

## How This Aligns with NIST & HB 96

NIST Function	How This Proposal Meets It
Identify	Asset visibility and system management
Protect	Patching, MFA, training, endpoint security
Detect	Managed SOC + EDR monitoring
Respond	24×7 threat response and containment
Recover	Datto BCDR disaster recovery

---

## Investment & Pricing

This solution is structured with a combination of **per-device (agent) pricing** and a **fixed backup infrastructure cost**.

---

### Managed Security Services (Per Agent)

- **Cost per Agent:** \$125 per month
- **Estimated Agent Count:** 15 devices

#### Subtotal:

15 Agents × \$125 = **\$1,875 per month**

#### Includes:

- Managed Patching
  - Managed EDR
  - 24×7 Managed SOC
  - User Training & Awareness
  - Cisco Duo MFA
  - Unlimited Support (Business Hours)
- 

### Backup & Disaster Recovery (Datto BCDR)

- **Flat Monthly Cost:** \$275 per month

#### Includes:

- Local backup appliance
- Cloud replication (1-year retention)

- Disaster recovery capabilities
  - Ransomware protection via immutable backups
- 

### **Total Monthly Investment**

- Managed Services: **\$1,875/month**
- Datto BCDR: **\$275/month**

**Total: \$2,150 per month**

---

### **Key Benefits to the Village**

- Full **HB 96 Compliance Alignment**
  - 24x7 Cybersecurity Monitoring & Response
  - Protection Against Ransomware & Data Breach
  - Reliable Backup & Rapid Disaster Recovery
  - Predictable Monthly Budget
  - Improved Cyber Insurance Readiness
- 

### **Why Elite Computers**

Elite Computers specializes in supporting **local governments and public safety organizations** across Ohio. We understand:

- HB 96 and NIST compliance requirements
- CJIS and public safety environments
- How to implement security without disruption
- How to communicate effectively with councils and leadership



# Quote

Quote Number: 2024-299

Payment Terms:  
Expiration Date: 04/25/2026

**Prepared For:**

**Gary Copeland**  
**Village of Waynesville**  
1400 Lytle Road  
Waynesville, OH 45068  
United States  
1-513-897-8015  
gcopeland@waynesville-ohio.org

**Prepared By:**





**Doug Ruedisueli**  
**Elite Computers**  
7985 Washington Woods Drive  
Washington Township, US 45459  
United States  
937-684-9819  
doug@elite-computers.net

Quantity	Item	Unit Price	Extended Price
<b>Monthly Items</b>			
15	<b>MSP Services (Per Agent)</b> <i>MSP Services -- Comprehensive management of all network infrastructure and endpoint devices, billed on a per-agent, per-month basis.</i>	\$125.00	\$1,875.00
1	<b>Backups</b> <i>Fully managed backup solution with 30 days of local retention and 1 year of secure cloud retention, providing complete disaster recovery capabilities</i>	\$275.00	\$275.00
1	<b>Server (HaaS)</b> <i>Dell PowerEdge Server - Hardware as a Service.</i>	\$225.00	\$225.00
	<b>Monthly Total</b>		<b>\$2,375.00</b>
	<b>Subtotal</b>		<b>\$2,375.00</b>
	<b>Total Taxes</b>		<b>\$0.00</b>
	<b>Total</b>		<b>\$2,375.00</b>

Prices are valid for 30 days and for the quantities listed on the quote request unless otherwise noted.

Some products might be delayed due to supply chain disruptions.

\$25,052.88

Product	Quantity	Price	Amount
 Dell Pro Micro Desktop Computer Replacement desktops - Multiple departments - (Click Picture for Details)	14	\$1,287.19	\$18,020.66
 Dell Pro 16 Plus Replacement laptop for Ashley - (Click Picture for Details)	1	\$1,534.73	\$1,534.73
 HP Docking Station Docking station for Jamle - (Click Picture for Details)	1	\$247.49	\$247.49
 Technician Labor: Quote includes full migration of 14 computers and all servers, covering all work required for setup and completion.	35	\$150.00	\$5,250.00

See below

mc Comp. Fund

General

Subtotal	\$25,052.88
Shipping	\$0.00
Tax	\$0.00
Total	\$25,052.88

- 1 - General
- 1 - mc Comp. Fund
- 6 - Police
- 1 - Streets
- 5 - Water

**ORDINANCE 2026-017**

**AMENDING THE SCHEDULE OF FEES AND CHARGES FOR THE VILLAGE OF WAYNESVILLE REGARDING SOLAR PANELS**

WHEREAS, the Village of Waynesville has previously adopted a schedule of fees and charges, as adopted by reference in Section 36.05 of the Codified Ordinances; and

WHEREAS, it is now the intention of Village Council to amend the fee schedule as it relates to certain fees.

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

Section 1. That the current Schedule for Fees and Charges for the Village of Waynesville shall be amended as set forth in Exhibit A, attached hereto and incorporated herein by reference.

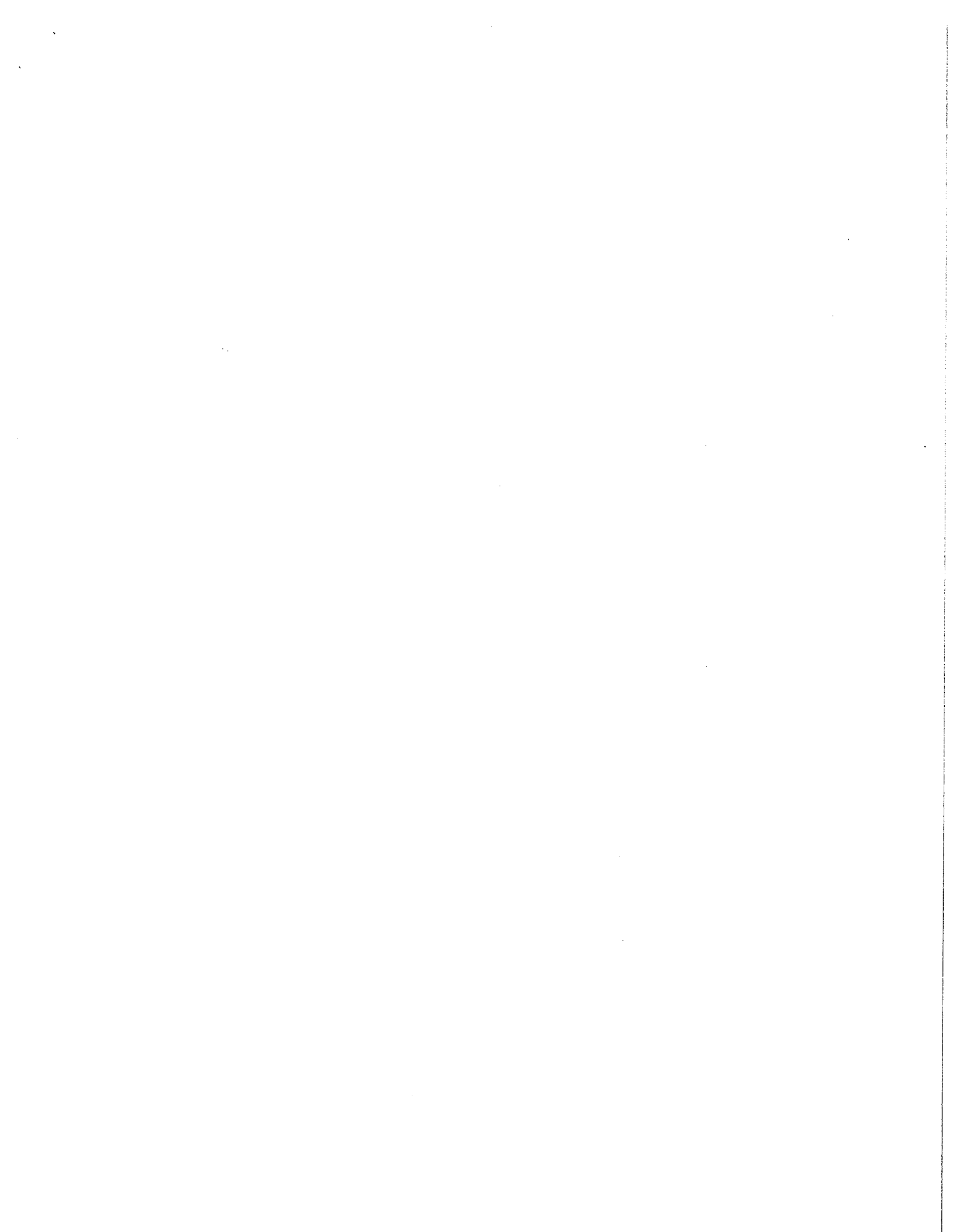
Section 2. That this Fee Schedule shall be available for public inspection in the office of the Village Clerk.

Section 3. That this Ordinance shall be effective from and after the earliest period allowed by law.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

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

\_\_\_\_\_  
Mayor





## 2026 SCHEDULE OF FEES AND CHARGES

The following fees are established by ordinance and may be amended at any time by the Waynesville Village Council.

### **ALL THIRD-PARTY EXPENSES WILL BE PAID BY PROPERTY OWNER**

#### **RESPONSIBILITY OF PERMIT HOLDER**

The acceptance of a permit shall bind the permit holder to the faithful observance of all lawful requirements pertaining to the installation for which the permit has been issued. It shall bind such permit holder to the regulations adopted by the Village of Waynesville. Said permit holder shall comply with all orders by any officer of the Village of Waynesville with respect to any law or ordinance, or matter pertaining to said regulations. Failure to so comply shall be justification for revocation of the permit(s) and/or certificate(s) issued.

#### **GENERAL REGULATIONS GOVERNING FEES**

- A. Commencing Work Prior to Issuance of Permit: Where a permit is required for a particular type of work, and such type of work is commenced on a project prior to receipt of a permit, the Community Development Director, or designee, shall take the necessary steps to determine whether work performed requiring inspection prior to date of permit and inspection conforms to the Village of Waynesville's Codified Ordinances. The fee for making such necessary investigations prior to issuance of such permit shall be equal to the fee for the permit and shall be in addition thereto, but in no event shall the fee for investigation prior to issuance of permit exceed \$750.00. The payment of the aforesaid fees shall not relieve any person from fully complying with the requirements of the Village of Waynesville's Codified Ordinances in the execution of the work nor from any penalty prescribed in said Codified Ordinances. Payment of the investigation fee provided by this section does not preclude prosecution pursuant to the appropriate section of the Village of Waynesville's Codified Ordinances.
- B. Reinstatement/Revocation of Permits or Certificates: When any permit or certificate is revoked because of the violation of any of the provisions of the Village of Waynesville's Codified Ordinances, the fee for reinstating such revocation shall be 50% of the fee for the original permit or certificate, but in no way shall exceed \$750.00.
- C. Changes and Additions to Plans and Specifications: Nothing in the Code shall prohibit the filing of changes and/or additions to plans and specifications at any time before the completion of work for which a permit has been issued, provided such changes and/or additions are in compliance with the Code. Such changes and/or additions after approval shall be made a part of the plans and specifications and filed as such. An additional permit shall be obtained for each such change and/or addition. If the change involves an increase in the square footage, the fee shall be based on additional square footage. If the change involves no increase in square footage, no additional fee shall be charged. No refund shall be made in the event such changes involve a decrease in

square footage.

D. Expiration and Renewal of Permits: Upon expiration of a permit, in accordance with the Code's requirements, no work on the project shall be permitted until the permit is renewed. The permit fee shall be charged based on percentage of the unfinished work, as determined by Village of Waynesville.

E. Refunds:

1. Permits: In the event that the holder of a permit decides to abandon performance of the work authorized by the permit and if no work has commenced, the holder may return the permit to the Village of Waynesville prior to the date of its expiration and receive a refund of a portion of the fee charged. The refund shall be half of that portion of the fee charged for the permit. No refund shall be made for any permit after the date of its expiration.

2. Certificate of Occupancy: Fee for Certificates of Occupancy is not refundable.

F. Fees Additive: Unless otherwise specifically noted, the fees prescribed herein shall be additive and separate fees shall be paid for each of the items listed as applicable.

### SCHEDULE A

#### Miscellaneous Fees:

1. Copying/duplicating fee:

- \$ .15 per 8-1/2" x 11" black and white copies
- \$ .20 per 8-1/2" x 11" color copies
- \$ .25 per 8-1/2" x 14" black and white or color copies
- \$ .30 per 11" x 17" black and white or color copies
- \$15.00 per page for maps
- \$4.00 for copy of police reports or accident reports (for first 3 pages)
- \$1.00 for each additional page
- \$15.00 for audio tape copies
- \$15.00 for videotape copies
- \$5.00 for cd-rom

2. Curb, Gutter, Sidewalk, Drive Approach Permit:

<u>Work in Lineal Feet:</u>	<u>Sidewalk</u>	<u>Curb/Gutter</u>	<u>Drive Approach</u>
50 feet or less	\$25.00	\$25.00	\$25.00
Add'l. 50' units	+ \$10.00/unit	+ \$10.00/unit	+ \$10.00/unit

\*\*Residential Sidewalk Permit includes one driveway not less than 18 feet or more than 26 feet in width. Add \$20.00 for each additional driveway of 26 feet or less in width.

\*\*Commercial Sidewalk Permit includes one driveway not less than 18 feet or more than 35 feet in width. Add \$25.00 for each additional driveway of 35 feet or less in width.

3. Fingerprinting: \$20.00

4. Garage Sale Permit: \$5.00 (good for 3 consecutive days)
5. Returned Check Charge: \$30.00
6. Soliciting (Door to Door Sales): \$75.00 application fee
7. Horse Drawn Taxi: \$50.00
8. Developers Handbook: \$30.00
9. Charter copy: \$5.00
10. Codified Ordinances copy: \$75.00
11. Notary Service Fee: \$1.50, per Ohio Revised Code § 147.08 B
12. Background Investigations: \$20.00
13. Police Special Event/Off Duty Service Fee: \$60.00 per hour reimbursement fee
14. Street Department Special Event/Off Duty Service Fee: \$50 per hour reimbursement fee
15. Mobile Food Service Operations (Food Truck) - \$25.00 good for 30 consecutive days – cannot be in one location longer than 72 hours. (2024-020)

Relative to work and installations within the Street Right of Way:

1. Franchise Permit Fee - As per franchise agreement.
2. General Permit Fee - 3% of annual Gross Revenues
3. Special Permit - \$1.50 per linear foot of right of way used or occupied, to be paid annually by January 31.
4. Street Opening - \$50.00 per opening
5. Daily Work Fee - \$25.00 per day plus \$0.10 per linear foot of right of way in which construction, maintenance or other activities takes place.

**SCHEDULE B**

*The following fees are required to be paid to the Village of Waynesville for the application indicated herein. All fees must be paid prior to the issuance of a permit. These fees are established by ordinance and may be amended at any time by the Village Council. When construction has begun or a use has been initiated prior to the issuance of the permit, the*

*standard fee shall be doubled as a penalty for non-compliance with the Village of Waynesville Codified Ordinances.*

Planning & Zoning Fees (per occupied unit):

1. Certificate of Zoning Compliance (Includes attached decks, porches and garages.):
  - A. \$.10 per square foot to be placed in the following funds:
    - 40% Storm Sewer
    - 30% Administrative Fees
    - 20% Parks and Rec
    - 10% Sidewalk
2. Temporary Zoning Certificate: \$75.00 (For the temporary use of land, maximum of 30 days, such as construction trailers, temporary storage trailer/P.O.D.S unit, etc.)
3. Site Plan Review (Commercial/Industrial): Applicant will be billed at the published rate charged by the Village Engineer pursuant to contract and shall be paid prior to the issuance of any permit.
4. Zoning Map Amendment (Rezoning):
  - A. First acre or portion thereof: \$500.00
  - B. Each additional acre or portion thereof: \$25.00
5. Planned District:
  - A. Conceptual Plan: \$250.00, plus \$25.00 per acre or fraction thereof.
  - B. Preliminary Development Plan:
    - a. 0-100 acres: \$550.00
    - b. 101-500 acres: \$800.00
    - c. 501 acres and over: \$1,250.00, plus \$25.00 per acre or fraction thereof.
  - C. Final Development Plan:
    - a. 0-100 acres: \$800.00
    - b. 101-500 acres: \$1,250.00
    - c. 501 acres and over: \$1,500.00, plus \$15.00 per acre or fraction thereof.
6. Fence Permit: \$50.00
7. Sign Permit:
  - A. Wall Sign: \$20.00 up to and including 25 square feet, plus \$1.50 per square foot for each additional square foot.
  - B. Freestanding Sign: \$20.00 up to and including 15 square feet, plus \$1.50 per square foot for each additional square foot.
  - C. Projecting Sign: \$20.00 up to and including 12 square feet, plus \$1.50 per square foot for each additional square foot.
  - D. Window Sign: \$20.00 up to and including 12 square feet, plus \$1.50 per square foot for each additional square foot.

- E. Temporary Sign: \$25.00 for a display period, per Chapter 153 of Village of Waynesville Codified Ordinances.
  - F. Church/Institutional Signs: \$20.00 up to and including 20 square feet, plus \$1.50 per square foot for each additional square foot.
  - G. Gasoline Service Station Price Sign: \$20.00 up to 20 square feet, plus \$1.50 per square foot for each additional square foot.
8. Accessory Structure Permit (Structures not attached to house.):
- A. Deck and Porches:
    - 0-300 sq. ft.: \$100.00
    - 301-500 sq. ft.: \$125.00
    - 501-1,000 sq. ft.: \$150.00
    - 1,001 sq. ft. and over: \$175.00
  - B. Detached Garage, Workshop, Shed or Storage Facility:
    - 0-300 sq. ft.: \$100.00
    - 301-500 sq. ft.: \$125.00
    - 500-1,000 sq. ft.: \$150.00
    - 1,001 sq. ft. and over: \$175.00
  - C. Gazebo: \$80.00
  - D. Masonry Fireplace: \$80.00
  - E. Move Existing Structure:
    - 1. Accessory Structures: No Fee
    - 2. Principal Structures: See Certificate of Zoning Compliance Charges
  - F. Patio Cover or Carport: \$50.00 (not enclosed)
  - G. Retaining Wall: \$80.00
  - H. Swimming Pool: \$100.00
9. Demolition Permit: \$100.00
- 10. Solar Panel Permit (2026-017): \$100.00**
11. Conditional Use Permit Application: \$ 250.00
12. Variance Request Application: \$ 250.00
13. Certificate of Appropriateness:
- A. Repair with same materials: \$15.00
  - B. Substitution of materials: \$35.00
  - C. New Construction: \$35.00
  - D. Signs: \$15.00
14. Occupancy Permit: \$35.00
15. Re-Occupancy Permit: \$35.00

16. Park Fee: \$500.00
17. Third Party Review: Applicant will be billed at the published rate charged by the Village Engineer pursuant to contract and shall be paid prior to the issuance of any permit.
18. Flood Plain Elevation Certification Permit: \$100.00
19. Minor Subdivision (Lot Split, Combination or Replat):
  - A. Residential: \$100.00, plus \$15.00 per lot.
  - B. Non-Residential: \$125.00, plus \$15.00 per lot.
20. Parking Requirement Non-Compliance: \$5.00 per parking space per month.
21. Plat Review Fee (public improvements): Applicant will be billed at the published rate charged by the Village Engineer pursuant to contract and shall be paid prior to the issuance of any permit.
22. Street Tree Permit Fee (Waterford Place Subdivision): \$500.00
23. After-hours call out for staff: Minimum \$150 for 2 hours, each additional hour is \$75. (2023-042)
24. Short Term Rental Registration: \$100.00 Annually
25. Vacant Building Registration (2026-010):
  - A) Residential \$100.00 Annually  
All Other: \$300.00 Annually
  - B) Historic Overlay District:
 

Year 1 -	\$1,000
Year 2 -	\$2,000
Year 3 -	\$4,000
Year 4 -	\$8,000
Year 5 -	\$16,000 (capped out)

**SCHEDULE C**

**Bulk Water Rate**

1. \$6.00/1,000 gallons (2024-039)

**Water Utility Fees:**

1. Disconnect utility service: \$25.00
2. Reconnect utility service: \$25.00
3. Water meter purchase: \$ 325.00 (5/8" x 3/4" meter) or market value. Larger meters will be quoted.
4. Late fee for past due bills: 10% of outstanding balance

5. Meter installation fee: \$150.00
6. Water line inspection fee: \$150.00
7. Replacement lid for water meter pit: \$50.00

Water Connection Fee (Ordinance 2018-035):

1. Size of Meter Connection	Fee
5/8"	\$4,300
3/4"	\$8,000
1"	\$16,000
1.5"	\$28,000
2"	\$58,000
3"	\$74,000
4"	\$104,000
6"	\$116,000
8"	\$208,000

Connections for the Fire Service will be metered in a vault or pit and will be metered to the diameter of the pipe. All costs for the fire service connection will be the responsibility of the property owner. (Ordinance 2018-040)

Inside the Corporation

1. Monthly water capital surcharge: \$10.00
2. Monthly water improvement charge: \$1.88
3. Commodity charge: \$4.31/1,000 gallons effective 1/1/2025 (2024-039)  
                                   \$4.48/1,000 gallons effective 1/1/2026  
                                   \$4.66/1,000 gallons effective 1/1/2027

Corporation Limits:

1. Monthly water capital surcharge: \$10.00
2. Monthly water improvement charge: \$1.88
3. Commodity charge: \$5.28/1,000 gallons effective 1/1/2025 (2024-039)  
                                   \$5.49/1,000 gallons effective 1/1/2026  
                                   \$5.71/1,000 gallons effective 1/1/2027

Water Tower Fee for all new connections:

1. \$1,500.00 per connection

Trash and Yard Waste Disposal Service:

1. \$22.25 per month (includes one toter) effective July 17, 2025. (2025-012)  
    \$22.75 per month (includes one toter) effective June 17, 2026. (2025-012)  
    \$23.75 per month (includes one toter) effective June 17, 2027. (2025-012)
2. Additional trash toter: \$3.00 per month

Temporary Ban on Water Usage Violation:

1. \$100.00 per violation

Water Meter Jumper Violation:

1. \$500.00 per violation

Street Light Utility:

- a. \$ 2.40 per month per property individual business or residence (2022-011)

Storm Sewer:

1. \$4.00 per month per customer (2024-039)

Water Capital Surcharge:

1. \$10.00 per month per customer

Water Improvement:

1. \$1.88 per month per customer

Sewer Deduct Meter (2023-042)

1. \$225 for meter or current market price
2. \$325 for irrigation radio read meter or current market price
3. \$25 service fee charged yearly after the first year

**SCHEDULE D**

Fire Service Availability Fee – Monthly (Ordinance 2019-015):

1" connection	\$5.00
2" connection	\$20.00
3" connection	\$45.00
4" connection	\$80.00
6" connection	\$180.00
8" connection	\$320.00
Public fire hydrant	\$3.50
Private fire hydrant	\$5.50

**ORDINANCE NO. 2026-018**

**AUTHORIZING THE VILLAGE MANAGER TO EXECUTE AN  
EMPLOYMENT AGREEMENT WITH RON KILBURN TO SERVE AS  
CODE ENFORCEMENT OFFICER AND DECLARING AN EMERGENCY**

WHEREAS, Council of the Village of Waynesville has previously established the position of Code Enforcement Officer; and

WHEREAS, Council has determined that is now necessary to authorize an employment agreement with a candidate in order to fill said position.

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

Section 1. That the Village Manager is hereby authorized to execute an employment agreement with Ron Kilburn as attached hereto as Exhibit "A", incorporated herein by reference on behalf of the Village of Waynesville.

Section 2. That this Ordinance is hereby declared to be an emergency measure necessary for the preservation of the public peace, health, safety, and general welfare and shall be effective immediately upon its adoption. The reason for said declaration of emergency is the need to fill the position at the earliest possible date.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

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

\_\_\_\_\_  
Mayor

**EMPLOYMENT AGREEMENT**

**with**

**Ron Kilburn**

---

**Date**

---

# **EMPLOYMENT AGREEMENT**

## Table of Contents

**Introduction**

**Section 1: Term**

**Section 2: Duties and Authority**

**Section 3: Compensation**

**Section 4: Benefits**

**Section 5: Retirement**

**Section 6: Resignation**

**Section 7: Performance Evaluation**

**Section 8: Hours of Work**

**Section 9: Notices**

**Section 10: General Provisions**

## Introduction

This Agreement, made and entered on this \_\_\_\_\_ day of \_\_\_\_\_, 2026, by and between the Village of Waynesville, which is a municipal corporation in Warren County, Ohio (hereinafter called Employer), and Ron Kilburn (hereinafter called Employee), an individual who has the education, training and experience in code enforcement, both of whom agree as follows:

## Section 1: Term

This Agreement shall remain in full force and in effect from \_\_\_\_\_, 2026, unless terminated as provided herein.

## Section 2: Duties and Authority

Employer agrees to employ Ron Kilburn as the part-time Code Enforcement Officer to perform the functions and duties specified in the job description attached hereto and incorporated herein by reference, as well as other duties assigned by the Village Manager.

## Section 3: Compensation

- A) Base Salary: Employer agrees to pay Employee salary of \$2000.00 per month, payable in installments at the same time and date as other management employees of the Employer are paid.
- B) This Agreement shall be automatically amended to reflect any salary adjustments that are provided or required by the Employer's compensation policies.
- C) Consideration shall be given on an annual basis to increase compensation via merit pay increase and/or bonus based upon the results of a performance evaluation conducted by the Village Manager under the provisions of Section 7 of this Agreement.

D) The Employee shall receive any additional cost of living adjustment provided to other staff.

## **Section 4: Benefits**

A) As a part-time employee, Employee shall not be entitled to any other benefits offered to other Village employees.

## **Section 5: Retirement**

Employee shall participate, in the manner provided by law, in the Ohio Public Employees retirement System (OPERS).

## **Section 6: Termination**

Both the Employer and the Employee shall have the right to terminate this agreement with a minimum of thirty (30) days' notice.

## **Section 7: Performance Evaluation**

A) The Village Manager shall annually review the performance of Employee no later than thirty (30) days prior of his/her anniversary date of employment. The process at a minimum shall include the opportunity for both parties to prepare a written evaluation, meet and discuss the evaluation and present a written summary of the evaluation results. The final written evaluation shall be completed and delivered to Employee upon completion of this process.

B) Annually, the Village Manager and Employee shall define such goals and performance objectives which are determined necessary for the proper operation of the Village and in attainment of Council's policy objectives and shall further establish a relative priority among those various goals and objectives. They shall generally be attainable with the time

limitations specified and the annual operating and capital budgets and approved appropriations.

## **Section 8: Hours of Work**

It is recognized that Employee is a part-time, exempt employee, and to that end, Employee shall establish an appropriate work schedule, agreeable with the Village Manager, with a minimum of 16 hours per week.

## **Section 9: Notices**

Notices pursuant to this Agreement shall be given by depositing in the custody of the United States Postal Service, postage prepaid, addressed as follows:

A) EMPLOYER: Village Manager, Waynesville Government Center, 1400 Lytle Road, Waynesville, OH 45068

B) EMPLOYEE: Ron Kilburn \_\_\_\_\_

Alternatively, notice required pursuant to this Agreement may be personally served in the same manner as is applicable to civil judicial practice. Notice shall be deemed given as of the date of personal service or as the date of deposit of such written notice in the course of transmission in the United States Postal Service.

## **Section 10: General Provisions**

A) Integration: This Agreement sets forth and establishes the entire understanding between Employer and Employee relating to the employment of Employee by Employer. Any prior discussions or representations by or between the parties are merged into and rendered null and void by the Agreement. The parties by mutual written agreement may amend any provision of the Agreement during the life of the Agreement. Such amendments shall be incorporated and made a part of this Agreement.

**B) Binding Effect:** This Agreement shall be binding on Employer and Employee as well as their heirs, assigns, executors, personal representatives and successors in interest.

**C) Effective Date:** This Agreement shall become effective \_\_\_\_\_, 2026.

**D) Severability:** In the event that any provision of this Agreement is held to be invalid, the remaining provisions shall be deemed to be in full force and effect as if they have been executed by both parties subsequent to the expulsion of judicial modification of the invalid provision.

## **SIGNATURES**

---

**Village Manager Signature**

**Print Name**

**Date**

---

**Employee Signature**

**Print Name**

**Date**

**ORDINANCE 2026- 019**

**AN ORDINANCE AUTHORIZING THE FINANCE DIRECTOR  
TO TRANSFER INVESTMENT FUNDS (2 YEAR CD) AND DECLARING AN  
EMERGENCY (CD ROLLOVER)**

**WHEREAS**, Section 36.02 of the Waynesville Codified Ordinances provides that all investment activities shall be undertaken by the Finance Director; and

**WHEREAS**, the purpose of the investment account is to allow for the maximum return on the Village's excess cash balances consistent with complete safety of the portfolio's principal value and liquidity desired; and

**WHEREAS**, one of the Village CDs has matured and is recommended to rollover into a new CD; and

**WHEREAS**, the Finance Director has determined that such rollover of certain funds will satisfy this purpose.

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

**SECTION 1:** That the Finance Director is authorized to transfer certain investment funds in the Village investment account as more fully set forth in Exhibit A attached hereto and incorporated herein by reference by a rollover of a maturing CD to a new CD.

**SECTION 2:** That this Ordinance is hereby declared to be an emergency measure necessary for the preservation of the public peace, health, safety, and general welfare and shall be effective immediately upon its adoption. The reason for said declaration of emergency is the need to authorize the CD rollover at the earliest possible date in order to take advantage of appropriate interest rates.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

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

\_\_\_\_\_  
Mayor

Exhibit A for Ordinance 2026-019

1- 24 month CD for \$250,000