



## **COUNCIL AGENDA**

**Monday, December 15, 2025 – 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, December 1, 2025 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)
  - Proclamation to Brian Blankenship
  - Presentation of Officer of the Year to William Bowman
- 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. 2025-042**

AN ORDINANCE ESTABLISHING ON-STREET SHORT-TERM PARKING RESTRICTIONS AT THE WAYNESVILLE POST OFFICE

### **ORDINANCE NO. 2025-043**

ESTABLISHING A NEW FIDUCIARY FUND FOR MAYOR'S COURT (FUND 9902) AND DECLARING AN EMERGENCY

### **ORDINANCE NO. 2025-044**

AUTHORIZING THE MAYOR TO EXECUTE AN AMENDMENT TO THE EMPLOYMENT AGREEMENT WITH GARY L. COPELAND AND DECLARING AN EMERGENCY

### **ORDINANCE NO. 2025-045**

AUTHORIZING THE VILLAGE MANAGER TO EXECUTE AN AMENDMENT TO THE EMPLOYMENT AGREEMENT WITH JAMIE MORLEY AND DECLARING AN EMERGENCY

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

None

## **Tabled:**

None

IX. Executive Session

X. Adjournment

*Next Regular Council Meeting:*

**January 5<sup>th</sup>, 2026, at 7:00 pm**

*Upcoming Meetings and Events:*

Finance Meeting, December 15<sup>th</sup>, 2025 @ 6:00 p.m.

Public Works Committee, January 5, 2026 @ 6:00 p.m.

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

**Village of Waynesville  
Council Meeting Minutes  
December 1, 2025 at 7:00 pm**

**DRAFT**

Present: Mr. Lyle Anthony  
Mr. Chris Colvin  
Mr. Zack Gallagher  
Mayor Earl Isaacs  
Mrs. Connie Miller

Absent: Mr. Brian Blankenship  
Mr. Troy Lauffer

Village Staff Present: Hanna Puthoff, 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, December 1, 2025.*

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

Roll Call – 5 present

Mr. Gallagher made a motion to excuse Mr. Blankenship and Mr. Lauffer. Mr. Anthony seconded the motion.

Motion – Gallagher  
Second – Anthony

Roll Call – 5 years

**Mayor Acknowledgements**

Mayor Isaacs said he hoped everyone had a happy Thanksgiving and wished everyone an early Merry Christmas. He congratulated Mr. Nation and Mr. Powell on their election to the Council and said he looks forward to serving with them.

**Disposition of Previous Minutes**

Mr. Colvin made a motion to approve the minutes for the Council meeting on November 17, 2025, as written, and Mr. Gallagher seconded the motion.

Motion – Colvin  
Second – Gallagher

Roll Call – 5 years

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## **Public Recognition/Visitors Comments**

None

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## **Old Business**

None

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## **Reports**

### **Finance**

The Finance Committee will meet on December 15 at 6:00 p.m. in the small conference room at the Government Center. The public is welcome to attend.

### **Public Works Report**

The Public Works Committee met this evening and reviewed ongoing and future projects in the Village. The Committee will meet again on January 5, 2026, at 6:00 p.m. The public is encouraged to attend.

### **Special Committee Reports**

The MOMS Committee will meet on January 20th at 5:00 p.m.

### **Village Manager Report**

- Chief Copeland stated that the Village was awarded the Fifth and Sixth Street OPWC grant. This is a \$1.6 million project. The Village will be responsible for \$511K, and Warren County will pay \$98K. The funding will be released in June, and the project will be awarded in July. The project aims to update all the water, sewer, and storm lines. He mentioned that one of his goals when he became manager was to replace all the old water lines, and this should accomplish that.
- The pump for Well 10 has been installed. The line from Well 10 to the village's system is in progress, and Well 10 should be online by the end of the month.
- Updated designs for the new traffic signal have been provided for review. The footers have been measured, and the poles have been ordered.
- 88 S Third Street has been demolished.

- The Water Department replaced a leaking fire hydrant on Rose Petal Court.
- Chief Copeland will be meeting with the Ohio Plan risk management representative to review the Village's policy.
- The Warren County Auditor, Matt Nolan, will give a presentation to review property taxes and levies. This will be on December 9 at 6:30 at Wayne Local Schools Performing Arts Building.

## **Police Report**

- The Code Enforcement report has been submitted for review.
- A letter from Sheriff Riley regarding the shooting at the three-way stop sign, thanking Officer Mermann for providing crucial information that assisted in the investigation and led to a swift arrest.
- Officer Mermann conducted a training session at Kelly Maloney's request for staff at the Mary L. Cook Library on emergency scenarios and active shooter training. He also evaluated the property for the best safety and security practices. He performed very well.
- Officer Mermann has had two Warren County Career students do job shadowing at the school.
- Chief Copeland stated that he has received several requests to make the parking spaces in front of the Post Office 15-minute parking. There have been complaints that people are parking there and going shopping. He has asked for guidance from Council on whether they would like to proceed with this, as it would require an ordinance.
- Chief Copeland asked if Council would approve the donation of gift cards for the staff Christmas party.

Mrs. Miller motioned to accept the donation of gift cards for the staff Christmas party and Mayor Isaacs seconded the motion.

Motion – Miller

Second – Isaacs

## **Roll Call – 5 yeas**

Mr. Gallagher stated that he agrees with limiting parking time in front of the Post Office and asked how to proceed. Chief Copeland said he will work with Mr. Forbes to develop an ordinance. Once approved, signs will be installed. Mrs. Miller expressed support and asked if lines would be painted, believing this would create three parking spaces. Mr. Colvin inquired about the fine for violating the parking limit. Chief Copeland explained that the fine is listed in the schedule of fees and said he will research how to implement this.

## **Financial Director Report**

- Ms. Morley stated that there are several ordinances on the agenda dealing with the financials of the Village and will address them as the ordinances are considered. She also mentioned that many of the ordinances are emergencies due to the October Finance Committee meeting being canceled because of Meet the Candidates night.
- Ms. Morley stated that the Auditor would like to know if Council prefers a formal exit interview for the 2023 and 2024 audits. She mentioned she will have an informal meeting with the auditors to review findings and best practices. She emphasized that there were no findings for recovery and that she has been the Finance Director during this audit period of 2023 and 2024 since April 2024.

At this time, the Council discussed whether to have a formal interview. It was decided that this would be decided after the final report was available for review.

## **Law Report**

None

## **New Business**

None

## **Legislation**

### **First Reading of Ordinances and Resolutions**

#### **Ordinance No. 2025-035**

Amending Ordinance No. 2025-015 Establishing the Main Street Capital Projects Fund (Fund 4901) and Declaring an Emergency

Ms. Morley explained that after speaking with the auditor, the ORC cited in the original ordinance was not correct. This amendment will create the fund but also give the Council the opportunity to move funds back to the general fund if they decide they are no longer needed.

Mr. Gallagher motioned to waive the two-reading rule for Ordinance 2025-035, and Mr. Anthony seconded the motion.

Motion – Gallagher  
Second – Anthony

**Roll Call – 5 yeas**

Mrs. Miller motioned to adopt Ordinance 2025-035 as an emergency, and Mr. Gallagher seconded the motion.

Motion – Miller  
Second – Gallagher

**Roll Call – 5 yeas**

**Ordinance No. 2025 - 036**

Authorizing The Transfer of Certain Fund Balances from the Federal Grant Fund (2052) to the Water Capital Fund (5701) by the Village Finance Director and Declaring an Emergency

Mr. Gallagher motioned to waive the two-reading rule for Ordinance 2025-036, and Mrs. Miller seconded the motion.

Motion – Gallagher  
Second – Miller

**Roll Call – 5 yeas**

Mr. Anthony motioned to adopt Ordinance 2025-036 as an emergency, and Mr. Colvin seconded the motion.

Motion – Anthony  
Second – Colvin

**Roll Call – 5 yeas**

**Ordinance No. 2025-037**

Ratifying and Accepting Plans for Dental, Vision, and Life Insurance for Village Employees and Dependents and Declaring an Emergency

Mr. Gallagher motioned to waive the two-reading rule for Ordinance 2025-035, and Mr. Anthony seconded the motion.

Motion – Gallagher  
Second – Anthony

**Roll Call – 5 yeas**

Mrs. Miller motioned to adopt Ordinance 2025-035 as an emergency, and Mr. Gallagher seconded the motion.

Motion – Miller  
Second – Gallagher

**Roll Call – 5 yeas**

**Ordinance No. 2025-038**

Establishing a Health Reimbursement Plan for Village Employees and Authorizing Related Payments and Declaring an Emergency

Mr. Colvin stated that the Finance Committee met with Mr. Hough from Wade Insurance, and this continues the benefits previously offered to employees.

Mr. Colvin motioned to waive the two-reading rule for Ordinance 2025-038, and Mr. Anthony seconded the motion.

Motion – Colvin  
Second – Anthony

**Roll Call – 5 yeas**

Mr. Gallagher motioned to adopt Ordinance 2025-038 as an emergency, and Mr. Colvin seconded the motion.

Motion – Gallagher  
Second – Colvin

**Roll Call – 5 yeas**

**Ordinance No. 2025-039**

Authorizing Compensation In Lieu Of Healthcare Benefits for Village Employees for the 2026 Benefit Year and Declaring an Emergency

Mrs. Miller motioned to waive the two-reading rule for Ordinance 2025-039, and Mr. Gallagher seconded the motion.

Motion – Miller  
Second – Gallagher

**Roll Call – 5 yeas**

Mrs. Anthony motioned to adopt Ordinance 2025-039 as an emergency, and Mr. Gallagher seconded the motion.

Motion – Anthony  
Second – Gallagher

**Roll Call – 5 yeas**

**Ordinance No. 2025-040**

An Ordinance Authorizing the Transfer of Money and Declaring an Emergency

Ms. Morley explained that this transfer allocates \$620,000 into the Main Street Capital Improvement Fund. This is funding that has been set aside and saved over the past five years. It also includes the annual transfer to support the Police Levy, following the Council's decision to increase the income tax from .5% to .75%. Additionally, it transfers funds to supplement the HRA Checking account, which is running low.

Mrs. Miller motioned to waive the two-reading rule for Ordinance 2025-040, and Mr. Anthony seconded the motion.

Motion – Miller  
Second – Anthony

**Roll Call – 5 yeas**



Mrs. Colvin motioned to adopt Ordinance 2025-040 as an emergency, and Mr. Gallagher seconded the motion.

Motion – Colvin  
Second – Gallagher

**Roll Call – 5 yeas**

**Resolution No. 2025 – 041**

A Resolution Adopting Temporary Appropriations for the Village of Waynesville for Calendar Year 2026 and Declaring an Emergency

Mr. Colvin motioned to waive the two-reading rule for Resolution 2025-041, and Mr. Anthony seconded the motion.

Motion – Colvin  
Second – Anthony

**Roll Call – 5 yeas**

Mr. Anthony motioned to adopt Resolution 2025-041 as an emergency, and Mrs. Miller seconded the motion.

Motion – Anthony  
Second – Miller

**Roll Call – 5 yeas**

**Second Reading of Ordinances and Resolutions**

None

**Tabled Ordinances and Resolutions**

None

**Executive Session**

Mr. Colvin motioned to go into executive session at 7:50 p.m. to consider the purchase of property for public purposes and to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official. Mr. Gallagher seconded the motion.

Motion – Colvin  
Second – Gallagher

**Roll Call – 5 yeas**

The executive session ended at 8:17 p.m. with five Council members present.

Mr. Colvin stated that he would like to thank the Village Manager and Finance Director for their hard work this past year. After reviewing their performance, Mr. Colvin stated that he is asking the law director to amend their contracts to reflect the following: an increase of 5% in the Village Manager's salary and a \$5,000 bonus. He also asked the Law Director to amend the Finance Director's contract to reflect a 5% increase in salary and a \$2,000 bonus. All were in favor of adjourning at 8:19 p.m.

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

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

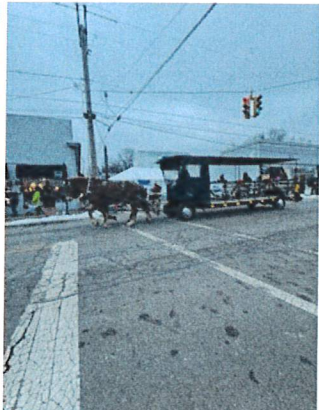
# Council Report

December 15, 2025

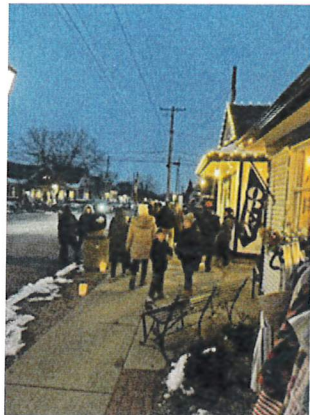
Chief Copeland

## Manager

- On December 11<sup>th</sup> at 9 am, we held a pre-construction meeting to discuss the Fourth Street waterline replacement and repaving project. Attendees included representatives from Waynesville, Warren County, Smith Corp, and Choice One Engineering. Warren County will also participate in the project to line the sanitary lines. Construction is set to begin on Monday, December 15<sup>th</sup>. Smith Corp will be responsible for installing the water and stormwater lines and performing curb work. The repaving will be the final phase of the project and will be conducted by Cox Paving. To improve residential parking, the project will be completed in sections. For additional information, please visit our Facebook page and website.
- I attended the "Christmas in the Village" event on Saturday, December 6<sup>th</sup>, from 3:30 pm to 6:30 pm. I am sharing some photos of different activities and the contacts I made during the event. It was a successful event with a strong turnout.











- A heartfelt thank you goes out to Council member Brian Blankenship for his nine years of service on the Waynesville Village Council. Mayor Isaacs has issued a proclamation declaring December 15<sup>th</sup> as “Brian Blankenship Day” in the Village of Waynesville.
- I had the Village Law Director, Jeff Forbes, prepare Ordinance #2025-042, which designates three parking spots in front of the Post Office at 235 Miami Street as short-term parking (10 minutes). This is in accordance with Section 76.04 of the Village codified ordinances. The Maintenance Department will install the appropriate signs immediately. However, only warnings will be issued for violations until 30 days after the ordinance's final reading.

- I met with Greg Hennecke, our Ohio Plan Risk Management Representative, on December 9<sup>th</sup> at 10 am to review our property and fleet liability coverage. He informed me that we had a low loss ratio, which I questioned because we filed no claims and should have had no loss. After further investigation, it was determined that one factor contributing to this ratio was the Government Center roof replacement, for which we did not submit a claim and instead paid out of pocket. The other incident involved a vehicle accident where another party, at fault, struck our water department truck. Fortunately, the at-fault party's insurance company covered all the damages.
- Leave pickup ended on December 11<sup>th</sup>. I want to thank Brian Corn and Greg Craddock of the Waynesville Maintenance Department for their outstanding work in collecting 48 loads of leaves. This service is something we offer, unlike many other jurisdictions that have discontinued it. If residents have additional leaves after December 11<sup>th</sup>, they should bag them and place them out with their trash.

## Police

- The November dispatched calls for service have been provided for your review. Please do not hesitate to contact me with any questions or concerns.
- I have also attached the Mayor's Court report for November. Feel free to contact Ashley or me with any questions.
- On December 8th, Mr. Keith Alexander attended the Waynesville Mayor's Court regarding code violations at his property, the Hammel House, located at 121 S. Main Street. The violations included issues with the siding, windows, roof, soffits, gutters, downspouts, and overgrown weeds. Additionally, the court addressed other violations of the interior fire code.  
Mr. Alexander pled guilty to and was convicted of the following charges: Protective Appliances (M1), Fire Safety Responsibility violations (MM), Exterior Premises violations (MM x 2), Exterior Walls violations (MM x 2), Roof and Drainage issues (MM x 2), Weeds (MM x 2), and violations of windows and door frames (MM x 2). A sentencing hearing is scheduled for February 9th. The court will consider Mr. Alexander's progress in addressing these issues, which includes the immediate restoration of his fire alarm system with remote monitoring. He must also comply with the guidelines set forth for the historic district. I will keep the council updated on the outcome of this case.
- I am pleased to announce that Officer William Bowman has been chosen as the 2025 Waynesville Police Officer of the Year. As a third-shift officer, he has consistently performed exceptionally well and has proven to be a valuable asset to the Waynesville Police Department.

**ORDINANCE NO. 2025-042**

**AN ORDINANCE ESTABLISHING ON-STREET SHORT-TERM PARKING  
RESTRICTIONS AT THE WAYNESVILLE POST OFFICE**

**WHEREAS**, Council has determined that it is necessary to establish certain short-term parking restriction for on-street parking near the Waynesville Post Office, located at 235 Miami Street, in the Village of Waynesville.

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

**Section 1.** That the three (3) on-street parking spaces in front of the Waynesville Post Officer are hereby declared to be short-term 10-minute parking spaces.

**Section 2.** That the Village Manager is authorized to erect appropriate signage identifying the parking restrictions in compliance with the Ohio Manual on Uniform Traffic Control Devices.

**Section 3.** That any violation of these posted parking restrictions shall be a violation of and enforceable pursuant to section 76.04 of the Waynesville Codified Ordinances.

**Section 4.** That this Ordinance shall be effective from and after the earliest period allowed by law.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_ 2025.

Attest:

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

\_\_\_\_\_  
Mayor



# Proclamation

In Recognition of Brian Blankenship

**WHEREAS**, the Village of Waynesville's Council contributes significantly to the efficient functioning of our local government and the well-being of our community; and

**WHEREAS**, Brian Blankenship began serving the Village of Waynesville on January 4, 2016. Brian devoted nine years of service to the Village and was a pleasant and helpful part of the Village Council; and

**WHEREAS**, Brian Blankenship served on many village committees such as the Finance Committee, Public Works Committee, Planning Commission, Parks and Recreation Board, Historical Preservation Board, Personnel Committee, and Police Committee; and

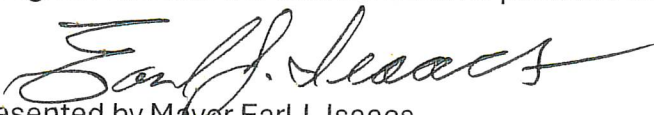
**WHEREAS**, Brian Blankenship demonstrated consistent dedication, integrity, and commitment to the well-being of the community; and

**WHEREAS**, Brian Blankenship's efforts have supported improvements in the village operations, community development, and long-term planning, leaving a meaningful lasting impact on the Village of Waynesville.

**NOW, THEREFORE**, I, Earl J. Isaacs, Mayor of the Village of Waynesville and the Waynesville Village Council, do hereby proclaim December 15, 2025, as

## ***Brian Blankenship Day***

in the Village of Waynesville, and we encourage all citizens to extend their appreciation and recognize him and the vital services he provided to our community.



Presented by Mayor Earl J. Isaacs  
Village of Waynesville





# CALLS FOR SERVICE

From Date: 11/01/2025 12:00:00am

To Date: 11/30/2025 11:59:59pm

Type Description	Count
911 Hangup / Silent	4
Alarm	11
Animal Complaint	2
Attempt to Locate	2
Business Check	85
Citizen Assist	3
Civil Process	4
Directed Patrol	12
Dispute - Neighbor/Tenant	1
Domestic Violence	4
Escort	5
Extra Patrol	302
Fire Call	6
Follow Up Investigation	5
Harassment/Stalking/Threats	3
Hit Confirmation	1
Lock Out	1
Medical	28
Mental Disorder	1
Noise Complaint	1
Open Door/Window	1
Parking Complaint	3
Phone Call	11
Road Hazard/Disabled Vehicle	2
Shots Fired	1
Special Detail	9
Suspicious Cir/Per/Veh - Past	2
Suspicious Circumstances	2
Suspicious Person	3
Suspicious Vehicle	5
Traffic Crash	5
Traffic Offense	1
Traffic Stop	64
Well Being Check	3
<b>TOTAL</b>	<b>593</b>

# Monthly Mayor's Court Report

WAYNESVILLE MAYOR'S COURT  
Cash Flow for November 2025

Page : 1  
Report Date : 12/01/2025  
Report Time : 09:44:01

	Current Period	Year-To-Date	Last Year-to-Date
<b>City Revenue From:</b>			
Court Costs			
Computer Fund	\$540.00	\$5,293.00	\$6,696.00
Local Costs	\$2,455.00	\$22,902.50	\$28,597.40
Additional Costs	\$29.00	\$107.00	\$126.00
Fines			
Overpayment / Adjustment	\$0.00	\$0.00	\$0.00
City Revenue From Fines	\$7,311.30	\$65,699.40	\$79,598.61
Fees			
Fees	\$125.00	\$2,095.00	\$1,444.34
Miscellaneous/Other			
Miscellaneous/Other	\$0.00	\$-142.56	\$0.00
Bond Forfeits			
Bond Forfeits	\$0.00	\$1,000.00	\$750.00
Miscellaneous/Other			
Bond Administration Fees	\$0.00	\$0.00	\$0.00
<b>Total to City:</b>	<b>\$10,460.30</b>	<b>\$96,954.34</b>	<b>\$117,212.35</b>
<b>State Revenue From:</b>			
Court Costs			
Victims of Crime	\$526.00	\$5,265.00	\$6,642.00
Drug Law Enforcement Fund	\$196.00	\$1,942.50	\$2,513.00
Indigent Defense Support Fund (Costs)	\$1,465.00	\$14,665.00	\$18,675.00
Fees			
Fees	\$0.00	\$0.00	\$30.00
<b>Total to State:</b>	<b>\$2,187.00</b>	<b>\$21,872.50</b>	<b>\$27,860.00</b>
<b>Other Revenue From:</b>			
Court Costs			
Indigent Driver ALC Treatment Fund	\$84.00	\$832.50	\$1,077.00
Restitution			
Restitution	\$0.00	\$555.00	\$0.00
<b>Total to Other:</b>	<b>\$84.00</b>	<b>\$1,387.50</b>	<b>\$1,077.00</b>
<b>TOTAL REVENUE *</b>	<b>\$12,731.30</b>	<b>\$120,214.34</b>	<b>\$146,149.35</b>
*Includes credit card receipts of	\$3,910.00	\$39,156.50	\$42,396.00

END OF REPORT

2025

*VILLAGE OF WAYNESVILLE  
POLICE OFFICER OF THE YEAR*

*William Bowman*

Recognized for your outstanding service, dedication and commitment which you have bestowed towards the Village of Waynesville community. The recipient of this award was eligible, nominate, and approved as the 2025 Officer of Year.

Presented this 15th day of December 2025

*Chief Gary L. Copeland*  
Chief Gary L. Copeland

## Finance Director Report

### December 15, 2025

- The month of November has been balanced, and reports have been provided for review. The interest the Village received is as follows:
  - SWEEP - \$13,115.99
  - STAR OH - \$2,123.16
  - Primary Checking - \$.38
- I met with Sarah Clay and Staci Reiley from the State Auditor's Office on Thursday, December 4, to review the 2023-2024 audit. They were very helpful and answered many questions. Overall, they said the Village is in good financial shape and heading in the right direction. Council has until Tuesday, December 16, to respond to the findings. We can review these during the Finance Committee meeting if the committee wants.
- I attended a year-end webinar hosted by the Auditor of State to review best practices for closing out 2025.
- Ordinance 2025-043 establishes a new fiduciary fund for Mayor's Court as required by the 2023-2024 Audit. I will be working with Local Government Services on the best way to record Mayor Court receipts in UAN.
- I have transferred the funds from the SWEEP account to STAR Ohio.
- Ashley and I are working well together to cover the Utility Billing Clerk duties while Shelley is out.
- I just received notice that Warren County will be raising its rates on January 1, 2026, from a 3,000-gallon minimum of \$16.05 and \$5.35 for each additional 1,000 gallons over the minimum to a 3,000-gallon minimum of \$17.16, with an additional \$5.72 for each additional 1,000 gallons over the minimum. This is a little over a 6.5% increase.

Thank You,

Jamie Morley  
Finance Director/Clerk of Council

**ORDINANCE NO. 2025-042**

**AN ORDINANCE ESTABLISHING ON-STREET SHORT-TERM PARKING  
RESTRICTIONS AT THE WAYNESVILLE POST OFFICE**

**WHEREAS**, Council has determined that it is necessary to establish certain short-term parking restriction for on-street parking near the Waynesville Post Office, located at 235 Miami Street, in the Village of Waynesville.

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

**Section 1.** That the three (3) on-street parking spaces in front of the Waynesville Post Officer are hereby declared to be short-term 10-minute parking spaces.

**Section 2.** That the Village Manager is authorized to erect appropriate signage identifying the parking restrictions in compliance with the Ohio Manual on Uniform Traffic Control Devices.

**Section 3.** That any violation of these posted parking restrictions shall be a violation of and enforceable pursuant to section 76.04 of the Waynesville Codified Ordinances.

**Section 4.** That this Ordinance shall be effective from and after the earliest period allowed by law.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_ 2025.

Attest:

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

\_\_\_\_\_  
Mayor

**ORDINANCE NO. 2025-043**

**ESTABLISHING A NEW FIDUCIARY FUND FOR  
MAYOR'S COURT (FUND 9902) AND DECLARING AN  
EMERGENCY**

WHEREAS, the Village of Waynesville anticipates directing moneys to a special fiduciary fund for Mayor's Court; and

WHEREAS, as the special fund is created under Ohio Rev. Code § 5705.09(F), local governments do not need to seek Auditor of State approval for establishing this new fund

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

Section 1. That a new Fiduciary Fund for Mayor's Court (Fund 9902) is hereby established in the Village treasury.

Section 2. That monies deposited in this fund shall be used only for the approved purposes as determined by law.

Section 3. That this Ordinance is hereby declared to be an emergency measure necessary for the preservation of the public peace, health, safety, in general welfare. The reason for the declaration of emergency is the need to establish the funds at the earliest possible date..

Passed this \_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
CLERK OF COUNCIL

\_\_\_\_\_  
MAYOR

**ORDINANCE NO. 2025-044**

**AUTHORIZING THE MAYOR TO EXECUTE AN AMENDMENT TO THE  
EMPLOYMENT AGREEMENT WITH GARY L. COPELAND AND  
DECLARING AN EMERGENCY**

WHEREAS, Council of the Village of Waynesville has previously authorized an employment agreement with Gary L. Copeland to serve in the positions of Village Manager and Director of Public Safety; and

WHEREAS, Council has determined that is necessary to authorize an amendment to said employment agreement in order to reflect adjusted compensation.

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

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

Section 2. That the purpose of said amendment is to provide Gary L. Copeland with the annual compensation of \$167,855 effective December 28, 2025. All other terms not specifically amended shall remain in full force and effect.

Section 3. That in addition to the change in annual compensation, Council further authorizes a one-time bonus payment in the amount of \$5000 payable to Gary Copeland in recognition of his superior job performance.

Section 4. 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 for the compensation changes to take effect in a timely manner.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

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

\_\_\_\_\_  
Mayor

# EMPLOYMENT AGREEMENT

With

Gary L. Copeland

Date

, 2014



# EMPLOYMENT AGREEMENT

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### Introduction

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## Introduction

This Agreement, made and entered on this \_\_\_\_\_ day of \_\_\_\_\_, 2014, by and between the Village of Waynesville, which is a municipal corporation in Warren County, Ohio (hereinafter called Employer), and Gary L. Copeland (hereinafter called Employee), an individual who has the education, training and experience in local government management, both of whom agree as follows:

## Section 1: Term

This Agreement shall remain in full force and in effect from \_\_\_\_\_, 2015, unless terminated by the Employer as provided in Section 5.02 of the Charter of the Village of Waynesville, or by the Employee as provided in Section 9 of this agreement. Employee shall also be compensated for all earned vacation, holidays, and other accrued benefits to date, calculated at the rate of pay in effect upon termination, as defined in the Village's Personnel Policy. In the event the Employee is terminated because of his conviction of any illegal act involving personal gain to himself, or criminal activity (excluding traffic-related offenses), then, in that event, Employer shall have no obligation to pay the Employee any compensation for any accrued benefits.

## Section 2: Duties and Authority

Employer agrees to employ Gary L. Copeland as Village Manager and Public Safety Director to perform the functions and duties specified in Sections 5, and 6.08 of the Village Charter and to perform other legally permissible and proper duties and functions.

### **Section 3: Compensation**

- A) Base Salary: Employer agrees to pay Employee an annual base salary of \$80,000.00, 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.**
- B) 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 Council under the provisions of Section 10 of this Agreement.**
- D) The Employee shall receive any additional cost of living adjustment provided to other staff.**
- E) Employer agrees to provide hospitalization, surgical, comprehensive medical, dental, and vision insurance for Employee. Employee shall be responsible for paying a portion of the premiums as is required by other employees of Employer.**

## **Section 4: Vacation, Sick Leave, Funeral**

- A) The Employee shall accrue vacation time as outlined in the Employer's Personnel Policy Manual.**
- B) The Employee shall accrue sick leave as outlined in the Employer's Personnel Policy Manual.**
- C) The Employee may be granted paid funeral leave as outlined in the Employer's Personnel Policy Manual.**

## **Section 5: Automobile Expenses**

**All mileage for Village business shall be reimbursed at the applicable rates allowed by the Internal Revenue Service for mileage deduction.**

## **Section 6: Cell Phone Allowance & Clothing Allowance**

- A) The Employer recognizes that the Employee shall have the use of his personal cellular phone for business use during working hours and to that effect is given a monthly allowance of \$50.00 towards that usage.**
- B) The Employee shall be entitled to the same clothing allowance that other uniformed officers receive for maintaining his Director of Public Safety Uniform.**
- C) These allowances are not considered part of the salary shown in Section 3 of this Agreement.**
- D) Employer may periodically request documentation of business use to determine the appropriateness of eligibility and level of allowance amount.**

## **Section 7: Retirement**

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

## **Section 8: General Business Expenses**

Employer agrees to pay for the following upon approval from Council:

- A) Professional dues and subscriptions of the Employee necessary for continuation and full participation in national, regional, state and local associations and organizations necessary and desirable for the Employee's continued professional participation, growth and advancement and for the good of the Employer.
- B) Travel, limited to destinations greater than 25 miles beyond Waynesville, Ohio, and subsequent expenses of Employee for professional and official meetings; occasions to adequately continue the professional development of Employee; and to pursue necessary official functions for Employer.
- C) Employer acknowledges the value of having Employee participate and be directly involved in local civic clubs or organizations. Accordingly, Employer shall pay for the reasonable membership fees and/or dues to enable Employee to become an active member in local civic clubs or organizations.

## **Section 9: Resignation**

In the event Employee voluntarily resigns his position with Employer, Employee shall provide a minimum of thirty (30) days' notice.

## **Section 10: Performance Evaluation**

- A) Employer shall annually review the performance of Employee prior to his 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.**
- B) Annually, Council 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 11: Hours of Work**

**It is recognized that Employee is a full-time, exempt employee, and may devote a great deal of time outside the normal office hours on business for Employer. Employee shall strive to maintain a work schedule of Monday through Friday, 8:00 A.M. through 4:30 P.M. but the job duties required for public safety may alter this schedule.**

## **Section 12: Outside Activities**

**The employment provided for by this Agreement shall be the Employee's sole employment. Recognizing that certain outside opportunities provide indirect benefits to Employer and surrounding communities, Employee may elect to accept limited teaching, coaching or other business opportunities with the understanding that such arrangements shall not constitute direct interference with or conflicts of interest with the responsibilities under this Agreement. Such outside opportunities undertaken by Employee shall be disclosed to Employer.**

## Section 13: Residency

The Council of the Village of Waynesville has waived any residency requirement

## Section 14: 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: Clerk of Council, Waynesville Government Center, 1400 Lytle Road, Waynesville, OH 45068

[REDACTED]

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 15: General Provisions

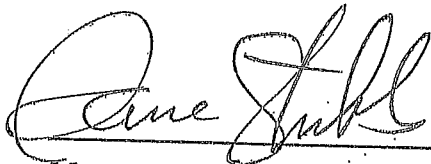
A) Integration: This Agreement sets forth and establishes the entire understanding between Employer and Employee relating to the employment of Employee by Employer. Any prior discussions or representations by or between the parties are merged into and rendered null and void by the Agreement. The parties 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  
\_\_\_\_\_.

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



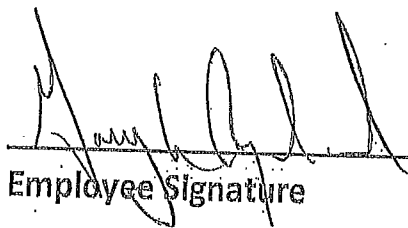
Mayor Signature

David Stubbs

Print Name

3/16/2015

Date



Employee Signature

Gary L Copeland

Print Name

March 16, 2015

Date



Clerk of Council Signature

Barbara Hernandez

Print Name

March 16 2015

Date



**ORDINANCE NO. 2025-045**

**AUTHORIZING THE VILLAGE MANAGER TO EXECUTE AN  
AMENDMENT TO THE EMPLOYMENT AGREEMENT WITH JAMIE  
MORLEY AND DECLARING AN EMERGENCY**

WHEREAS, the Council of the Village of Waynesville, Ohio, has determined that Jamie Morley has the best qualifications necessary to serve as Finance Director for the Village of Waynesville, Ohio; and

WHEREAS, Council has determined that certain amendments are necessary to the employment contract with Jamie Morley.

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

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

Section 2. That the purpose of said amendment is to provide Jamie Morley with the annual compensation of \$63,292.00, effective December 28, 2025. All other terms not specifically amended shall remain in full force and effect.

Section 3. That in addition to the change in annual compensation, Council further authorizes a one-time bonus payment in the amount of \$2000 payable to Jamie Morley and recognition of her superior job performance.

Section 4. 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 for the compensation changes to take effect in a timely manner.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

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

\_\_\_\_\_  
Mayor

# **EMPLOYMENT AGREEMENT**

**with**

**Jamie Morley**

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**Date**

**April 1, 2024**

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# **EMPLOYMENT AGREEMENT**

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## **Introduction**

This Agreement, made and entered on this 1st day of January, 2025, by and between the Village of Waynesville, which is a municipal corporation in Warren County, Ohio (hereinafter called Employer), and Jamie Morley (hereinafter called Employee), an individual who has the education, training and experience in local government finance, both of whom agree as follows:

## **Section 1: Term**

This Agreement shall remain in full force and in effect from January 1, 2025, unless terminated by the Employer as provided in Section 6.04 of the Charter of the Village of Waynesville, or by the Employee as provided in Section 9 of this agreement.

## **Section 2: Duties and Authority**

Employer agrees to employ Jamie Morley as the part-time Finance Director to perform the functions and duties specified in Sections 6.04 and 6.05 of the Village Charter and to perform the duties of Clerk of Council as specified in section 3.11 of the Village Charter and other legally permissible and proper duties and functions.

## **Section 3: Compensation**

- A) Base Salary: Employer agrees to pay Employee an annual base salary of \$60,278.00, payable in installments at the same time and date as other management employees of the Employer are paid.
- B) Employee shall also be eligible for and entitled to longevity pay pursuant to Employer's Personnel Policy Manual.

- C) This Agreement shall be automatically amended to reflect any salary adjustments that are provided or required by the Employer's compensation policies.
- D) 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 Council under the provisions of Section 10 of this Agreement.
- E) The Employee shall receive any additional cost of living adjustment provided to other staff.

## **Section 4: Vacation, Sick Leave, Funeral**

- A) Employee shall be paid out a percentage of accrued sick leave as of March 31, 2024 pursuant to Employer's Personnel Policy Manual. Thereafter, Employee shall accrue sick leave as outlined in the Employer's Personnel Policy Manual.
- B) Employee shall be entitled to four (4) weeks paid vacation every year.
- C) The Employee may be granted paid funeral leave with approval of the Council for a maximum of five (5) work days for the death of a spouse or child. "Child" includes a step-child raised in the same household. In the event of a death of an immediate family member, other than spouse or child, the Employee may be granted three (3) work days of leave for the funeral of an immediate family member shall be charged to sick leave. For purposes of this section the "immediate family" is defined as: mother, father, sister, brother, grandparent, grandchild, mother-in-law, father-in-law, daughter-in-law, son-in-law, legal guardian, or other person who stands in place of the Employee's parent.

## **Section 5: Automobile Expenses**

All mileage for Village business shall be reimbursed at the applicable rates allowed by the Internal Revenue Service for mileage deduction.

## **Section 6: Cell Phone Allowance**

The Employee shall receive a monthly \$50.00 a business cell phone allowance.

## **Section 7: Retirement**

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

## **Section 8: General Business Expenses**

Employer agrees to pay for the following upon approval from Council:

- A) Professional dues and subscriptions of the Employee necessary for continuation and full participation in national, regional, state and local associations and organizations necessary and desirable for the Employee's continued professional participation, growth and advancement and for the good of the Employer.
- B) Travel, limited to destinations greater than 25 miles beyond Waynesville, Ohio, and subsequent expenses of Employee for professional and official meetings; occasions to adequately continue the professional development of Employee; and to pursue necessary official functions for Employer, including but not limited to, the annual conferences of local government fiscal officers' organizations in which Employee serves as a member.
- C) Employer acknowledges the value of having Employee participate and be directly involved in local civic clubs or organizations. Accordingly, Employer shall pay for the reasonable membership fees and/or dues to enable Employee to become an active member in local civic clubs or

organizations.

## **Section 9: Resignation**

In the event Employee voluntarily resigns his/her position with Employer, Employee shall provide a minimum of thirty (30) days' notice.

## **Section 10: Performance Evaluation**

- A) Employer 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, Council 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 11: 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 Council, with a minimum of 24 hours per week and not exceeding 30 hours per week. Employer and Employee acknowledge that one 8 hour work day per week will be dedicated to Clerk of Council duties and that said work will be performed out of the office at Employee's home.

## **Section 12: Outside Activities**

The employment provided for by this Agreement shall be the Employee's sole employment. Recognizing that certain outside opportunities provide indirect benefits to Employer and surrounding communities, Employee may elect to accept limited teaching, coaching or other business opportunities with the understanding that such arrangements shall not constitute direct interference with or conflicts of interest with the responsibilities under this Agreement. Such outside opportunities undertaken by Employee shall be disclosed to Employer.

## **Section 13: Residency**

The Council of the Village of Waynesville has waived any residency requirements.

## **Section 14: 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: Jamie Morley \_\_\_\_\_

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 15: 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 April 1, 2024.
- 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

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Village Manager Signature

Print Name

Date

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Employee Signature

Print Name

Date