



COUNCIL AGENDA

Monday, December 2, 2024 – 7:00 pm
Waynesville Municipal Building, 1400 Lytle Road

- I. Roll Call
- II. Pledge of Allegiance
- III. Mayor (for purposes of acknowledgments)
- IV. Disposition of Minutes of Previous Meetings
Council, November 18, 2024 at 6:00 p.m.
- V. Public Recognition/Visitor's Comments (A five-minute per person time limit will be allowed for each speaker unless more time is requested and approved by a majority of the council)
- VI. Old Business
- VII. Reports
 - Standing Council Committees
 - a) Finance Committee
 - b) Public Works Committee
 - c) Special Committees
 - Village Manager's Report
 - Police Report
 - Finance Director's Report
 - Law Directors Report
- VIII. New Business:
 - Mayor's appointment of individuals to the Committee Selection for 2025

Legislation:

Reading of Ordinances and Resolutions:

First Reading of Ordinances and Resolutions:

ORDINANCE NO. 2024-043

RATIFYING AND ACCEPTING PLANS FOR DENTAL, VISION, AND LIFE INSURANCE FOR VILLAGE EMPLOYEES AND DEPENDENTS AND DECLARING AN EMERGENCY

ORDINANCE NO. 2024-044

ESTABLISHING A HEALTH REIMBURSEMENT PLAN FOR VILLAGE EMPLOYEES AND AUTHORIZING RELATED PAYMENTS AND DECLARING AN EMERGENCY

ORDINANCE NO. 2024-045

AUTHORIZING COMPENSATION IN LIEU OF HEALTHCARE BENEFITS FOR VILLAGE EMPLOYEES FOR THE 2025 BENEFIT YEAR AND DECLARING AN EMERGENCY

ORDINANCE NO. 2024 – 046

PROHIBITING ADULT USE CANNABIS OPERATORS WITHIN THE VILLAGE OF WAYNESVILLE, OHIO AND DECLARING AN EMERGENCY

ORDINANCE NO. 2024-047

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

ORDINANCE NO. 2024-048

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

ORDINANCE NO. 2024 – 049

AUTHORIZING THE VILLAGE MANAGER TO ENTER INTO AN UPDATED CUSTOMER AGREEMENT WITH FP MAILING SOLUTIONS FOR A POSTAGE METER CONTRACT AND DECLARING AN EMERGENCY

RESOLUTION NO. 2024 – 050

A RESOLUTION ADOPTING TEMPORARY APPROPRIATIONS FOR THE VILLAGE OF WAYNESVILLE FOR CALENDAR YEAR 2025 AND DECLARING AN EMERGENCY

Second Reading of Ordinances and Resolutions:

ORDINANCE NO. 2024-042

AN ORDINANCE APPOINTING JEFFREY D. FORBES AND THE LAW FIRM OF WOOD & LAMPING LLP AS LAW DIRECTOR FOR THE VILLAGE OF WAYNESVILLE, OHIO, AND ESTABLISHING THE COMPENSATION

Tabled:

IX. Executive Session

X. Adjournment

Next Regular Council Meeting:

December 16, 2024 at 7:00 pm

Upcoming Meetings and Events:

Public Works Committee, December 2, 2024 @ 6:00 p.m.

Finance Meeting, December 16, 2024 @ 6:00 p.m.

Parks & Recreation, January 21, 2025 @ 5:00 p.m

Village of Waynesville
Council Meeting Minutes
November 18, 2024 at 7:00 pm

DRAFT

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

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

CLERK'S NOTE- *This is a summary of the Village Council Meeting held on Monday, November 18, 2024.*

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

Roll Call – 7 present

Mayor Acknowledgements

Mayor Isaacs said he was contacted by a group cleaning up Veteran's Park. They have offered to clean the glass of the street lights along Main Street to help make them brighter. He said he appreciated the group's efforts and the Holiday Season.

Chief Copeland said he would be okay with them cleaning the globes, but they would have to fill out a liability form before. Mr. Colvin added that it would be best after the holidays, as the poles are decorated for Christmas.

Mrs. Miller wished everyone a Happy Veteran's Day and thanked those who have served the country.

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Disposition of Previous Minutes

Mr. Colvin moved to approve the minutes of the November 4, 2024 meeting as written, and Mr. Gallagher seconded the motion.

Motion – Colvin
Second – Gallagher

Roll Call – 7 yeas

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Public Recognition/Visitor's Comments

Ned Denlinger, 2779 Emerald Way, thanked Council on behalf of Waynesville Community Church for waiving the additional tap fees for increasing the meter size. The water flow has been improved, and a leak has been fixed in the process. He also thanked Brian Keith for his assistance.

Old Business

None

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Reports

Finance

The Finance Committee met this evening. Mr. Hough from Wade Insurance went over insurance options for employees, and several pieces of legislation will be introduced to renew policies. Everything is going well.

Public Works Report

Public Works will meet on December 2, 2024 at 6 p.m. to review current and future projects.

Special Committee Report

None

Village Manager Report

- The staff and Council Christmas Party date is December 13th at 6:00 p.m.
- The roof of the Government Center has been replaced after damage from the strong wind storm. An insurance claim was not filed as they would have only covered \$500 after the Village's deductible.

- A guideline of rules and regulations for the DORA District has been provided for review. Chief Copeland thanked Ashley Richardson for her help in preparing the packet. Mr. Forbes has reviewed the packet. Chief Copeland said that Council will need to approve the DORA guidelines, and they will be provided to WMA, the Chamber, and the restaurants that serve. He also said that the Village will design and order the signs and WMA will reimburse the Village. There will also be a business meeting with the participating restaurants to review all the regulations.
- Fresh Paint completed painting the cold barn and looks very nice.
- Chief Copeland and Mayor Isaacs attended the Veteran's Day breakfast at Warren County Career Center.
- The Street Department continues to pick up leaves.
- Chief Copeland has received several permits to install fiber optics throughout Thatcher Hill and Ellis Drive. He has contacted the company, Sigma, with fees and will go over expectations for restoration.
- The windows at the front of the Government Center have been replaced after a rock from a lawn mower broke them.
- Chief Copeland and Mayor Isaacs attended the ribbon cutting for Taylor's Creamery.
- The Recycle Rally is scheduled for May 3, 2024 at Wayne Local Schools.

Police Report

- Chief Copeland attended the Veteran's Court graduation.
- The Police Department completed Group 5 of the Ohio Collaborative and are in compliance with all the standards set forth on these topics.
- On December 20th, there will be a retirement party for Sheriff Larry Simms.

Mr. Gallagher wanted to ensure Chief Copeland met with the fiber optics company to reiterate the village's expectations and ensure they abide by the rules regarding other utilities. He stated that fiber optic subcontractors have cost other utility companies millions of dollars because they do not properly clear other utilities when boring. Chief Copeland said he plans to meet with the subcontractor and has a good contact number and insurance bonding information.

Financial Director Report

None

Law Report

Mr. Forbes said that the Village is not involved, but a lawsuit in Warren County Common Pleas Court between Pat's Gas and KT Holden claims loss of business due to the road closure. The

Village is not a party in the lawsuit, but because KT Holden was the Village's contractor for the OPWC Franklin Phase I project, they have requested to depose Chief Copeland, who was the Village's contact. Mr. Forbes stated that he would accompany Chief Copeland.

Ms. Morley reminded Council that the moratorium on adult recreational marijuana expires on January 16, 2025.

Mr. Forbes said state law allows for several options. The Village can do nothing and let the moratorium expire, limit the number of dispensaries, or not allow any dispensaries within the Village. If the Council decides to allow the moratorium to expire, then dispensaries would fall under the current zoning codes and be allowed anywhere retail stores are permitted.

Mrs. Miller asked Chief Copeland his opinion. He stated that he would not allow any. He said the smell is awful, and from the reaction of the public to the DORA district, he does not think the residents would want this.

Mr. Forbes said that the way the state law is written, Council would have to pass an ordinance prohibiting dispensaries. It does not have to go through the Planning Commission. He wanted to stress that this would only prohibit dispensaries, not residents smoking.

Mr. Lauffer stated he does not want the Village to miss out on a lucrative way to bring in additional revenue. Mr. Forbes said that the Village is not allowed to add additional fees or charges as it is prohibited by state law. The state has imposed an additional 10% tax on all sales. This goes to the state, where it is divided up into certain funds, including law enforcement and drug training. 30% of the 10% is divided among all the "host cities."

Mr. Forbes explained that the state law elaborates further on where dispensaries are allowed to go. He believes that a dispensary cannot be within 500 feet of schools and churches. There are also regulations that a dispensary cannot be within one mile of another dispensary, so technically, if the Council were to allow a dispensary, because of the Village size, the state would only allow for one dispensary.

Mr. Lauffer asked about going into some gas stations, which already look like dispensaries. Mr. Forbes said that because it is synthesized and has lower THC levels, they are able to sell it. He also said there is a bill at the state level that would prohibit this.

Mrs. Miller said she would like Mr. Forbes to draft legislation prohibiting dispensaries within Village limits. Mr. Gallagher added that Council can prohibit this and wait to see the effects on other municipalities. Mr. Forbes said he would prepare an ordinance for the next meeting and agreed that even if Council adopts it, nothing is stopping them from reversing the decision in the future.

New Business

At this time, Council considered the updated Designated Outdoor Refreshment Area (DORA) application with a more detailed map and regulations. Mr. Colvin asked in Section 4, Qualified Permit Holders, if each establishment must abide by the current liquor permit. Chief Copeland said yes, that each establishment could only sell what the license allows. Mr. Colvin also asked

for an explanation on section IX, which provides the authority to suspend operations temporarily. Chief Copeland explained this would be used under exemplifying conditions, such as if there was a big protest scheduled. In this event, he could suspend the DORA District during this event. Establishments would still be allowed to sell alcohol in their establishment, but individuals would not be allowed to leave the premises.

Mr. Gallagher asked about section 9(B), which states, "Patrons cannot carry DORA beverages from one participating DORA establishment to another." He asked for clarification because he thought the point of the DORA district was to allow individuals to enjoy a beverage while going into different shops. Mr. Forbes explained that participating DORA establishments are the places selling the drinks. It is not the store. Chief Copeland explained that if someone buys a drink from Stonehouse, they cannot bring it into the Village Restaurant. The person would have to finish their drink or throw it out before entering another establishment selling alcohol. It was pointed out that all establishments must abide by the state codes concerning alcohol.

Mr. Colvin asked if the Township or Fire Department has expressed concerns regarding the proposed DORA District. Chief Copeland stated he had not heard anything.

Mr. Gallagher moved to approve the DORA guidelines, and Mr. Anthony seconded the motion.

Motion – Gallagher

Second – Anthony

Roll Call – 7 yeas

Legislation

First Reading of Ordinances and Resolutions

Ordinance No. 2024-040

An Ordinance Establishing Certain Positions and Amending the Base Pay Rates and Ranges of Village of Waynesville Employees and Declaring an Emergency

Mrs. Miller motioned to waive the two-reading rule for Ordinance No. 2024-040, and Mr. Colvin seconded the motion.

Motion – Miller

Second – Colvin

Roll Call – 7 yeas

Mr. Colvin motioned to adopt Ordinance No. 2024-040 as an emergency and Mr. Anthony seconded the motion.

Motion – Colvin

Second – Anthony

Roll Call – 7 yeas

Ordinance No. 2024-041

An Ordinance Authorizing Village Manager to Enter into a Contract with Chase Kirby for Prosecuting Services for the Village of Waynesville and Declaring an Emergency

Mr. Gallagher motioned to waive the two-reading rule for Ordinance No. 2024-041, and Mrs. Miller seconded the motion.

Motion – Gallagher
Second – Miller

Roll Call – 7 yeas

Mr. Lauffer motioned to adopt Ordinance No. 2024-041 as an emergency and Mr. Anthony seconded the motion.

Motion – Lauffer
Second – Anthony

Roll Call – 7 yeas

Ordinance No. 2024-042

An Ordinance Appointing Jeffrey D. Forbes and the Law Firm of Wood & Lamping LLP as Law Director for the Village of Waynesville, Ohio, and Establishing the Compensation

Mr. Anthony moved to have the first reading of Ordinance No. 2024-042, and Mr. Colvin seconded the motion.

Motion – Anthony
Second – Colvin

Roll Call – 7 yeas

Mr. Colvin expressed the importance of having a long-term law director. His knowledge of the Village's history is beneficial to Village affairs.

Second Reading of Ordinances and Resolutions

Ordinance No. 2024-039

Adopting a Schedule for Water Rates and Storm Sewer Rates for the Village of Waynesville Fee Schedule

Mr. Colvin motioned to adopt Ordinance No. 2024-039 and Mrs. Miller seconded the motion.

Motion – Colvin
Second – Miller

Roll Call – 7 yeas

Executive Session

Mr. Colvin moved to go into executive session at 8:03 p.m. to discuss the employment of public employees, and Mr. Lauffer seconded the motion.

Motion – Colvin

Second – Lauffer

Roll Call – 7 yeas

Council returned from Executive Session at 9:20 p.m., and seven members were present.

Mr. Colvin asked for ordinances to be drafted to amend Chief Copeland's and Ms. Morley's contracts for consideration at the next meeting.

All were in favor of adjourning at 9:21 p.m.

Date: _____

Jamie Morley, Clerk of Council

Council Report

December 2, 2024

Chief Copeland

Manager

- I participated in a Warren County Regulations Assistance Webinar hosted by the Ohio Department of Natural Resources Floodplain Management Program on Tuesday, November 19th, at 2:00 p.m. The webinar addressed the Federal Emergency Management Agency (FEMA) issuing a Letter of Final Determination (LFD) to each community, which indicates that revised Flood Insurance Rate Maps (FIRM) and a Flood Insurance Study (FIS), incorporating new flood hazard data, will become effective on April 23, 2025.

All communities in Warren County participating in the National Flood Insurance Program (NFIP) and are affected by the revised mapping must update their local floodplain management regulations by the specified date. FEMA Region 5 will no longer accept regulations based on the Ohio Department of Natural Resources (ODNR) former model ordinances as fully compliant with NFIP minimum standards for communities undergoing map updates. Therefore, communities that include auto-adoption language in their current regulations must revise their locally adopted floodplain ordinances or resolutions to ensure full compliance with NFIP criteria. It is recommended that we utilize the ODNR's Model Flood Damage Reduction Regulations, which were updated and approved by FEMA in 2019, during this update process.

I am scheduled to collaborate with Sam Beam, CFM Environmental Specialist of ODNR, on Monday, December 2nd, at 2 p.m., to update our Village Flood Damage Reduction Regulations so that they comply with the National Flood Insurance Program and the Ohio Department of Natural Resources Model Flood Damage Reduction Regulations. Before preparing an ordinance, I will provide the Council with a copy for review.

- I have submitted a copy of the right-of-way compliance statement for the St. Rt. 42 and North Street traffic signal project (C/R/S: WAR-42-20.23, PID: 118273, FPN: E230500) to the Council for your review. This is to inform all utility stakeholders within the village's right-of-way that this project has been approved and is scheduled to begin in the spring of 2025.
- The Third Street project has been inspected and completed. On Friday, November 27th, I submitted the final paperwork to receive the Water and Wastewater Infrastructure \$499,750.00 Grant (Grant #DEV-2021-182143). The final paperwork had to be submitted by the end of the year.

- I have scheduled a meeting with all the Main Street stakeholders regarding the Designated Outdoor Refreshment Area (DORA) for Monday, December 2nd, at 10 a.m. The agenda will cover the Notice of Approval, the pre-approved cups, signage, and the Village's expectations for the DORA.
- The Village Water Department has organized all materials into bins and completed an inventory of water repair products. Additionally, the storage building has been tidied up.



- The Water Department staff and I have a meeting scheduled for December 12th at 1:30 p.m. with representatives from the Ohio Environmental Protection Agency (OEPA). During this meeting, we will review the engineered plans for Well #10 and discuss the results of the sample tests. Additionally, I have submitted a letter to our engineer for the final report, which will be forwarded to the Ohio Environmental Protection Agency (OEPA). This report will accept the Well #10 extension upon the project completion and confirm that the utilities comply with Waynesville's construction plans and specifications.

- I received a thank-you card from Scott Teeters for delivering some leaves for his garden. Scott donated gift cards for the village holiday gathering, which have been added to the Christmas party acceptance list.
- The Village Council received a thank-you card from the Waynesville Community Church for the assistance provided with their water issue. A copy of the card is included.

Police

- I will include the November dispatch calls for service and the Mayor's Court report in the December 16th Council report, as the month concluded on the weekend.
- Sgt. Denlinger's Code Enforcement report for November is attached for your review. Please feel free to contact him or me if you have any questions.
- The Police Department received a thank-you card and cookies from Susan Tomlinson on Ellis Drive. She expressed her gratitude for our service and presence throughout the Village.

Gary Copeland

From: Gary Copeland
Sent: Friday, November 22, 2024 10:49 AM
To: Rahall, Mark; Andrea.Henderson@dot.ohio.gov; Cueva, Abby; Beal, Steven
Cc: Gary Copeland
Subject: FW: C/R/S: WAR-42-20-23 PID: 118273 FPN: E230500
Attachments: Waynesville SR42 Traffic Signal.pdf

Project Manager,

I am providing a right-of-way compliance statement for your records. Please let me know if I can assist you further or if you need anything else.

Respectfully submitted,

Gary Copeland

Waynesville Village Manager



1400 Lytle Road • Waynesville, Oh 45068, • Phone 513-897-8015 • Fax 513-897-2015
www.villageofwaynesville.org

November 21, 2024

Matthew Couch
Real Estate Administrator
ODOT District 8
505 S. SR 741
Lebanon, OH 45036

Re: C/R/S: WAR-42-20.23
PID: 118273
Federal Project Number: E230500

Dear Mr. Couch:

I certify that:

1. STATUS OF THE REQUIRED RIGHT OF WAY

The acquisition of right of way was not required. All work proposed is within the existing right of way.

2. COMPLIANCE WITH RELOCATION ASSISTANCE PROGRAM REQUIREMENTS

For this project, there were no displacements of individuals, personal property, residences, businesses, farms or not for profit organizations.

3. STATUS OF REQUIRED UTILITY RELOCATIONS

There are utilities within the construction limits of the project. The status of these arrangements for the completion of the work prior to or in coordination with the physical construction is shown on the Utility Note below.

AES Ohio

AES Ohio has existing facilities within the project limits not to be disturbed. Contractor shall meet all required vertical clearances per OSHA and AES standards. The contact person is Bill Ward at 513-514-8209.

Lumen

Lumen has existing facilities within the project limits, as shown in the construction plans. Lumen will relocate their aerial lines along the east side of Corwin Avenue. They will raise their lines to avoid blocking the proposed signal heads. Their work will be completed on or before January 31, 2025. The contact on this project is Judy Debo at 419-685-3338.

Crown Castle

Crown Castle has exiting aerial facilities within the project limits, not to be disturbed. The contact on this project is Jon Tarnowski at 614-940-2462.

Charter

Charter has existing aerial facilities within the project limits, not to be disturbed. The contact on this project is Kent Rieger at 513-386-5499.

Centerpoint Energy

Centerpoint Energy has existing facilities within the project, not to be disturbed. Contractor shall use caution when working in the vicinity of Centerpoint's gas main. All work must be done under the utility's supervision and inspection. The Contractor shall contact the utility a minimum of two (2) business days prior to the start of work to have an inspector on site and to have facilities located in the field. Contractor shall notify Jeff Pike at 937-312-2539.

Warren County Water and Sewer

Warren County Water and Sewer (WCWS) has existing facilities within the project limits, as shown in the construction plans. WCWS has water works items included in the construction plans and will be completed by the ODOT Contractor. WCWS has one fire hydrant to be relocated. The Contractor shall coordinate this effort with WCWS. All work must be done under the utility's supervision and inspection. The Contractor shall contact the utility a minimum of two (2) business days prior to the start of work to have an inspector on site and to have facilities located in the field. The Contractor shall exercise caution when working near their water mains and facilities. Proper protection and support must be exercised when their facilities are uncovered. The contact person is Chris Brausch at 513-695-1377.

4. STATUS OF RAILROAD OPERATING FACILITIES

None affected.

5. ENCROACHMENTS

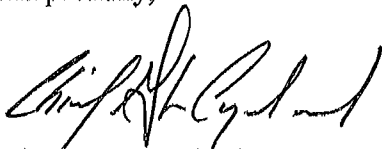
There are no improvements or obstructions located within the limits of this project.

6. COMPLIANCE STATEMENT

All right of way acquisitions, if any, and all relocation activities, if any, have been done in compliance with 23 CFR 635.309(c)(1) and are also compliant to:

- 42 United States Code, Chapter 61 – The Uniform Act.
- All pertinent federal directives and regulations – to include 49 CFR Part 24.
- The current Real Estate Manual of the Ohio Department of Transportation which has been approved by FHWA.

Respectfully,



Chief G.L. Copeland
Village Manager/Safety Director
Village of Waynesville



1400 Lytle Road • Waynesville, Oh 45068, • Phone 513-897-8015 • Fax 513-897-2015
www.villageofwaynesville.org

November 27, 2024

Final Report
Village of Waynesville
3rd Street Water Main Replacement
Grant No. DEV 2021 – 182143

- 1) The project did not provide access to public water or centralized sewer system for any new households.
- 2) The project involved the replacement of 57 public service lines and 0 private service lines.
- 3) No home sewage treatment systems were replaced.

Project Description: This project involves the replacement of water main along 3rd Street between High Street and Franklin Road. The project involves the installation of 2,350' of 8" water main and services on 3rd Street, between High Street and Franklin Road. Fire hydrants, water services, and valves will also be replaced. The project will replace the existing 4" transite (asbestos cement) and cast-iron water mains with an 8" main to improve fire flow and eliminate a section of main and services that have very frequent break history. The cast iron main has experienced severe internal corrosion and fire flow in the area is very limited. The Village has known lead service lines on the public side of the meter pits in the project area, and these services would be replaced to the meter.

Project Start Date: 11/01/2023
Project Completion Date: 11/15/2024

Respectfully,

A handwritten signature in black ink, appearing to read "Chief G.L. Copeland", written in a cursive style.

Chief G.L. Copeland
Village Manager/Safety Director
Village of Waynesville

Water and Wastewater Infrastructure Grant

Water and Wastewater Infrastructure Grant#: DEV--2021 - 182143	Agency : Village of Waynesville
Address : 1400 Lytle Road	City : Waynesville
State : OH	Zip : 45068
Phone :	OAKS ID Number : 0000054526
Report Period : January, 2024	Allocated Funds : \$499,750.00

Details	Totals	Certification
1. Water and Wastewater Infrastructure Grant Award:	\$499,750.00	I certify that all the transactions reported have been made in compliance with Federal, State and Local statutes and in accordance with the approved grant agreement.
2. Total Cash Received:	\$0.00	Kaye Borchers Reimbursement Created By Date July 9, 2024
3. Reimbursements Previously Requested Not Yet Received:	\$0.00	Gary Copeland Reimbursement Submitted By Date November 27, 2024
4. Total (Line 2 + Line 3):	\$0.00	--pending--
5. Advance Payment Amount:	\$0.00	--pending--
6. Carry Over (Prior Year):	\$0.00	--pending--
7. Total (Line 4 - Line 5 + Line 6):	\$0.00	--pending--
8. Enter Amount of Row 4.1 Column IV(a), Total Costs (Page 2 of 2):	\$499,750.00	Final Approval Date
9. Balance (Line 8-Line 7):	\$499,750.00	PO # Disbursement # Voucher#
10. Balance of Grant (Line 1 - Line 4):	\$499,750.00	PO # Disbursement # Voucher#
11. Reimbursement Requested (Enter the amount of Line 9 or Line 10, whichever is less but not less than zero:	\$499,750.00	PO # Disbursement # Voucher#
12. Draw Down Balance:	\$0.00	

Water and Wastewater Infrastructure Grant#: DEV--2021 - 182143	Agency : Village of Waynesville
Address : 1400 Lytle Road	City : Waynesville
State : OH	Zip : 45068
Phone :	OAKS ID Number : 0000054526
Report Period : January, 2024	Allocated Funds : \$499,750.00

test21

(I)	(II)	(III) Expenditures for this Reporting Period	(IV) Year to Date Expenditure		(V)	(VI)
Cost Categories	Approved Budget	(a) Requested Amount	(a) Requested Amount History	(b) Year To Date Total	Grant Balance	Comments
1. Water Facility Improvements	\$499,750.00	\$499,750.00	\$499,750.00	\$499,750.00	\$0.00	I am submitting a request for reimbursement for payment applications 1 - 6.
2. Sewer Facility Improvements	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
3. Household Connections	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
4. Professional Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
5. Administrative Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Grand Total	\$499,750.00	\$499,750.00	\$499,750.00	\$499,750.00	\$0.00	
% of Budget Utilized			100%			

Previous Reimbursement :

Previous Reimbursement request not yet Received : \$0.00

Total Cash Received YTD: \$0.00

12"

18"

DORA

Designated Outdoor Refreshment Area

**NO ALCOHOLIC
BEVERAGES
BEYOND
THIS POINT**

Waynesville...

DORA

Designated Outdoor Refreshment Area

Stone House

Waynesville,

Ohio

DORA RULES

Monday-Friday 5pm-9pm

Saturday 12pm-9pm

Sunday 12pm-4pm

- Patrons must only consume DORA beverages in a designated cup.
- You must stay inside the DORA boundaries while you have this beverage.
- Patrons cannot carry DORA beverages from one participating DORA establishment into another.
- Only beverages purchased at establishments within the DORA can be consumed within the DORA boundaries, and no outside alcoholic beverages are permitted.



1400 Lytle Road • Waynesville, Oh 45068, • Phone 513-897-8015 • Fax 513-897-2015
www.villageofwaynesville.org

November 26, 2024

Jacob L Bertke, P.E.
Choice One Engineering Corporation
8965 Glendale Milford Road, Suite 1
Loveland, OH 45140

Dear Mr. Bertke:

Subject: Well 10 Waterline Extension
Village of Waynesville, Warren County, Ohio

Upon final approval by the Municipality Officials and OEPA and upon completion of construction, the Village of Waynesville will accept ultimate ownership of the utilities for the above-referenced site. Construction will need to be completed for the Village of Waynesville Plans and Specifications.

If you have any questions, please feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Gary L. Copeland", is written over the printed name.

Gary Copeland
Village Manager



Ohio EPA Invoice

Date Printed: November 27, 2024

Receivable ID: 1676113

*Please include this Receivable ID with
all correspondence*

Waynesville Village Pws

Due Date:

December 27, 2024

Amount Due:

\$495.28

Effective Date: November 27, 2024

Revenue Description: DDAGW PW- Public Drinking Water Plan Review (APRPD)

Program Name: Drinking Water Programs

Reason: N-DDAGW-3441

How to Pay Fee Online:

1. To pay a fee online you will use Ohio EPA's eBusiness Center. You will need an OH|ID account to access the eBusiness Center. If you do not have an account, use the link below to access the instructions for how to create an account and how to locate and launch the eBusiness Center tile. Go to: <https://epa.ohio.gov/static/Portals/47/facts/OHIDStepbyStepInst.pdf>
2. Once you launch the eBusiness Center you will see a list of Services. Scroll down to the bottom of the list and click on "Pay Ohio EPA Fees Online".
3. Click on the "Lookup Invoice to Pay Online" button.
4. Click on the circle next to Revenue ID/Receivable ID and enter your Revenue ID/Receivable ID.
5. On the next window click on the "Pay" button. You will select your method of payment and following the instructions for that payment method. If you are paying your receivable with a credit card no PIN is required. If you plan to pay using a bank account and routing information you will need to request a PIN.

CUT OFF THIS STUB AND MAIL IT WITH YOUR CHECK. DO NOT MAIL TOP PORTION.

Pay to: Treasurer, State of Ohio. Please write the Revenue ID on your check. Please send this stub with your check. DO NOT SEND LETTERS OR OTHER FORMS.

Ohio EPA
PO Box 77005
Cleveland, OH 44194-7005

Due Date:	12/27/2024
Revenue ID:	1676113
Amount Due	\$495.28
Type Code:	APRPD
Transaction ID:	

1676113 0000049528 APRPD 000000000 0

Melissa!

Thank you!
-Carol

Thank you!

- Matthew Vanden Brink

Thank you!
- angelina

THANKS!
Andrew

Thank you so
very much
- MICAH CARROLL

Bob Best
T. J. Phillips

Thank you!
Thank YOU!

Waynesville Village Council,

As a church family, we wanted to express our appreciation for your decision to waive the fee for our new water meter! May we partner together to serve the Waynesville community for years to come!

Thank You!

Thank you!
Mark Cant

James Buckett Ned
Deulingen

Code Enforcement

Date	Address	Violation (ORD)	Deadline	1st Notice	2nd Notice	Citation	Resolved
5/17/2021	599 Chapman St	Roofs and Drainage, Sidewalks and Driveways, Exterior of Premises, Exterior Walls		5/25/2021			
		Needs condemned.					
6/21/2021	103 N Third St	Overhang Extensions, Rotting deck boards, Windows and Door Frames, Rotting soffit, Brush, Roofs and Drainage		6/21/2021			
8/30/2021	264 N Main St	Home Occupations, Sanitation, Parking, Outdoor Storage, Accessory Structures, Storage of Junk, Disabled Vehicles and Rubbish on Premises, Exterior of Premises, Roofs and Drainage, Stairways, Decks, Porches and Balconies, Handrails and guards, Window and Door Frames, Accumulation of Rubbish or Garbage, Disposal of Rubbish or Garbage	10/5/2021	8/30/2021	9/2/2021	10/18/2021	
		Pre-trial scheduled for 3rd time on 02/16/2022					
		Plea and Sentencing scheduled for 04/21/2022					
		Plea and Sentencing rescheduled for 5/19/2022					
10/4/2021	127 North St	Appears repairs have been started 05/02/2022					
		Roofs and Drainage, Weeds, Exterior of Premises, Overhang Extensions		10/5/2021			
11/15/2021	575 Royston Dr	Outdoor Storage, Junk Motor Vehicles		11/16/2021			
2/2/2022	599 Chapman St	Roofs and Drainage, Sidewalks and Driveways, Exterior of Premises, Exterior Walls		2/4/2022	10/24/2022		
		Front painted					
3/21/2022	262 Edwards Dr	Junk Motor Vehicles, Outdoor Storage, Accumulation of Junk		3/22/2022			
3/21/2022	225 Edwards Dr	Outdoor Storage, Accumulation of Rubbish or Garbage		3/22/2022			
3/28/2022	120 N Main St	Accumulation of Rubbish or Garbage, Brush		3/29/2022			
4/4/2022	47 N Third St	Overhang extensions, Exterior of Premises		4/11/2022			
4/4/2022	39 W Ellis Dr	Boat parked in grass		4/11/2022			
4/4/2022	15 S Third St	Exterior of Premises		4/11/2022			
		Working on getting estimates for repairs 05/01/2022					
4/4/2022	168 High St	Outdoor Storage		4/11/2022			
4/4/2022	272 North St	Exterior of Premises, Exterior Walls, Roofs and Drainage, Window and Door Frames, Accumulation of Rubbish or Garbage, Storage of Junk, Disabled Vehicles and Rubbish on Premises, Weeds		4/11/2022			
6/6/2022	55 N US Rt 42	Accessory Structures		6/13/2022			
6/6/2022	83 N Third St	Siding		6/13/2022			
6/27/2022	825 Franklin Rd	Cut down tree needs removed		7/19/2022			
7/18/2022	552 North St	Parking in Grass, Junk Motor Vehicle, Front Steps, Soffit Gutters		7/19/2022			
9/19/2022	102 N Main St	Soffitt		9/20/2022			
9/26/2022	274 S Main St	Window Frames, Trees over neighbor's property, Outdoor Storage, High Weeds		9/27/2022			
9/26/2022	207 N Main St	Siding		9/27/2022			
9/26/2022	207 S Third St	Trees over street, Weeds		9/27/2022			
9/26/2022	273 S Main St	Dead Tree		9/27/2022			
		Letter returned, spoke with property owner and will have		10/17/2022			

Code Enforcement

9/26/2022	535 Franklin Rd	removed Dead Tree			9/27/2022			7/31/2023
		H/O says tree is alive but will have a arborhist checked it for disease in spring, contact with H/O via email						
10/17/2022	157 N 4th St	Weeds, Siding Progress made, extension granted	10/31/2022		10/18/2022			
10/17/2022	179 N 4th St	Outdoor Storage, Accumulation of Junk	12/5/2022					
10/17/2022	255 N Third St	Exterior Walls, Roofs and Drainage Improvements made	11/7/2022		10/17/2022			
			11/21/2022		10/17/2022			
10/24/2022	650 High St	Outdoor Storage, Accumulation of Junk, Weeds		11/1/2022	10/25/2022			
		Progress made						
11/14/2022	677 Robindale Dr	Bushes growing onto adjoining property	12/14/2022		11/15/2022			
		Siding has started						
4/24/2023	630 High St	Outdoor Storage, Trash, Bushes	5/8/2023		4/24/2023			6/15/2023
		Progress made						
4/24/2023	650 High St	Outdoor Storage, Trash, Bushes	5/8/2023		4/24/2023			6/15/2023
		Progress made						
4/24/2023	317 N Main St	Junk Motor Vehicle	4/30/2023		4/24/2023			4/30/2023
4/24/2023	108 N 4th St	Outdoor Storage, Camper parked in yard	4/29/2023		4/24/2023			4/30/2023
4/30/2023	15 -19 N Us Rt 42	High Grass				4/30/2023		4/30/2023
5/1/2023	396 Franklin Rd	High Grass	5/5/2023		5/1/2023			5/5/2023
5/1/2023	373 N Main St	High Grass	5/5/2023		5/1/2023			5/5/2023
5/1/2023	437 N Main St	High Grass	5/5/2023		5/1/2023			5/5/2023
5/1/2023	393 N Main St	High Grass	5/5/2023		5/1/2023			5/5/2023
5/1/2023	730 Dayton Rd	High Grass	5/5/2023		5/1/2023			5/5/2023
5/1/2023	71 N Fourth St	Washer/Dryer on porch, Mattress on porch	5/8/2023		5/1/2023			5/5/2023
5/1/2023	291 Church St	Weeds in pavement, High Grass, High Weeds	5/8/2023		5/1/2023			5/8/2023
6/19/2023	795 Preston Dr	Overgrown Trees	6/28/2023					6/28/2023
6/19/2023	53 S 4th St	Overgrown Trees	6/28/2023					6/28/2023
7/31/2023	677 Robindale Dr	Bushes growing onto adjoining property	8/7/2023		8/1/2023			
8/7/2023	95 S Third St	Trees overhanging sidewalk	8/21/2023		8/7/2023			8/19/2023
8/7/2023	393 N Main St	Tree fallen on house	8/14/2023		8/7/2023			8/19/2023
8/7/2023	1253 Lytle Rd	Bushes need trimmed	8/14/2023		8/7/2023			
8/7/2023	1140 Lytle Rd	Bushes/Trees need trimmed overhanging sidewalk	8/14/2023		8/7/2023			8/12/2023
8/7/2023	107 N Fifth St	Broken tree branch needs cut down and removed	8/14/2023		8/7/2023			
8/21/2023	295 S Main St	Bushes overhanging sidewalk	8/25/2023		8/21/2023			8/25/2023
8/21/2023	275-279 S Main St	High Grass/Weeds	8/25/2023		8/21/2023			8/25/2023
9/25/2023	941 Lytle Rd	High Grass/Weeds	9/30/2023		9/26/2023			10/3/2023
9/25/2023	121 N 5th St	Broken tree branch needs cut down and removed	9/30/2023		9/26/2023			10/15/2023
10/23/2023	Vacant Chapman St	High Grass	10/28/2023		10/24/2023			10/31/2023
11/20/2023	172 N 4th St	Stove outside	11/22/2023		11/20/2023			11/22/2024
11/20/2023	162 N 4th St	Couch outside	11/21/2023		11/20/2023			11/25/2023
11/20/2023	192 N 4th St	Toilet outside and other trash	11/22/2023		11/20/2023			11/25/2023
11/27/2023	4th St Apartments	Couchs not in dumpsters, fridges outside	11/28/2023		11/27/2023			12/1/2023
12/16/2023	162 N 4th St	Trash outside	12/16/2023		12/16/2023			12/16/2023
12/18/2023	563 Robindale Dr	Trailer parked on street	12/19/2023		12/18/2023			12/20/2023
12/18/2023	88 S Third St	Gutters, downspouts, soffit, siding, windows, doors	2/29/2024		12/18/2023			
1/29/2024	1062 Brookfield Dr	Trailer parked on street	1/30/2024		1/29/2024			1/30/2024
3/30/2024	35 N Us Rt 42	Accessory Structures	4/15/2024		4/1/2024			4/29/2024
4/20/2024	17-19 N Us Rt 42	High Grass	4/21/2024		4/21/2024		4/21/2024	4/21/2024

Code Enforcement

[illegible]

Code Enforcement

[illegible]

Finance Director Report

December 2, 2024

Jamie Morley

- The Finance Committee requested several ordinances, including renewing employee Vision, Dental, and Life insurance. The employee HRA plan will also be renewed with nominal increases in charges. There is also an ordinance that offers a bonus in lieu of health insurance.
- There is an ordinance to amend the contract with FP Postage. This will lock in the rate for three years to avoid yearly increases.
- RITA sent 786 letters to non-filers for the Waynesville income tax. Information is posted on our website and Facebook page to help individuals resolve this oversight.
- I contacted the Ohio Water Development Authority about the Village's two outstanding loans: one for the building of the Ferry water tower and the other for wellfield upgrades. I was informed that we could pay off the loans, but it would not benefit us as the Village would still have to pay all the interest. These loans are due twice a year (December and July). The last payment for the water tower will be in July 2025, and the wellfield upgrades will be completed in July 2028.
- I created a Dropbox folder for essential documents that the Council may want to have on hand. So far, I have included the Charter, Contact lists, Rules of Council, Schedule of Fees, and contracts lists. Please let me know if there is anything else you would like me to upload to the folder.
- I will attend a free class with the Ohio State Auditor on December 5 in Columbus. This class will provide instruction and tips on closing out the year. I will also attend a webinar to learn how to navigate RITA software better to access the Village's income tax information.
- Have a Happy Thanksgiving!!!

Thank You,

Jamie Morley

Finance Director/Clerk of Council

ORDINANCE NO. 2024-043

**RATIFYING AND ACCEPTING PLANS FOR DENTAL, VISION, AND
LIFE INSURANCE FOR VILLAGE EMPLOYEES AND DEPENDENTS
AND DECLARING AN EMERGENCY**

WHEREAS, Council for the Village of Waynesville desires to offer dental, vision, and life insurance coverage with the amounts and method of coverage to be ratified and accepted by Council; and

WHEREAS, Council desires to ratify and accept said amounts and method of coverage.

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

Section 1. That the amounts and methods of coverage for dental, vision, and life insurance, as set forth in Exhibit "A" attached hereto and incorporated herein by reference, are hereby ratified and accepted effective January 1, 2025.

Section 2. That the Village Manager is hereby authorized to execute any and all documents, contracts, and agreements related to said coverage.

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 for the preservation of the public peace, health, safety, and general welfare.

Adopted this _____ day of _____, 2024.

Attest: _____
Clerk of Council

Mayor

September 1, 2023



BROKER COPY

MR. GARY COPELAND
VILLAGE OF WAYNESVILLE
1400 LYTTLE RD
WAYNESVILLE, OH 45068-8482

DEAR MR. GARY COPELAND:

Thank you for choosing VSP® Vision Care — and for your continued business. Putting your employees first and guaranteeing their satisfaction is easy, when we have partners like you.

As the only national not-for-profit vision company, we're committed to giving your employees:

- **Lowest employee out-of-pocket costs** — employees' #1 priority in a vision plan.
- **Exclusive Member Extras**, offers you won't find anywhere else — only VSP members can save more than \$2,500 on vision, hearing, medical, and lifestyle services.
- **World class service** — the highest customer satisfaction in the industry, 15 years in a row.

Your VSP plan automatically renews on **January 1, 2024** and **no action is required** to continue to receive consumers' #1 choice in vision care.

Group Name/Number: VILLAGE OF WAYNESVILLE / 30080616
Renewal Period: January 1, 2024 - December 31, 2025
Current Plan Frequency: 12 / 12 / 12
Current Copay: \$10 Exam / \$25 Materials
Current Allowance: \$130.00 Retail Frame / \$130.00 Elective Contact Lenses
Current Rates: \$13.61 / 22.92 / 23.40 / 37.73
Renewal Rates: \$13.61 / 22.92 / 23.40 / 37.73

Rates include all applicable taxes and health assessment fees known as of the date of your renewal.

Please let me know if you have any questions about your VSP plan or would like to see additional options to enhance your benefit or lower your premium. Please contact me at the number below and I can assist you.

Thank you,

Victoria McLallen (800) 216-6248

cc: JAMES F HOUGH
RALPH E WADE INSURANCE AGENCY
PO BOX 217
SPRINGBORO, OH 45066-0217

CMI CS Team

Village of Waynesville, A87100 - 2024

SDC Renewal

(Addendum to Master Group Contract - all terms and conditions of the Group Contract remain in full force and effect.)

Effective Date: 1/1/2024 - The term of this renewal will be for a period of 01/01/2024 - 12/31/2024

Plan #1316	In Network	Out of Network
Preventive	100%	100%
Basic	80%	80%
Major	50%	50%
Contract Maximum (per member, per contract period)	\$1,000	\$1,000
Orthodontia	50%	50%
Orthodontia Maximum (lifetime maximum)	\$1,000	\$1,000
Deductible (per contract period and only apply to Basic and Major Services)	\$50/\$150	\$50/\$150
Copay (applies to preventive exams)	N/A	N/A
Network Access	No Balance Billing	Balance Billing Possible

Dependents are covered to the maximum age of 26, through the end of the birth month.

Tier	Current Rates	Renewal Rates
Employee (EE)	\$25.25	\$25.25
EE + Spouse	\$50.51	\$50.51
EE + Child	\$57.85	\$57.85
EE + Children	\$57.85	\$57.85
EE + Family	\$89.75	\$89.75

The above rates are guaranteed for a period of **two years** beginning with the effective date of: 1/1/2024. These rates include all applicable ACA taxes and fees. If there is a 50% change in the work force, SDC reserves the right to terminate the Contract or adjust the Rates.

The stand-alone dental plan above is not federally certified to contain all of the Patient Protection and Affordable Care Act (ACA) pediatric oral essential health benefits. For stand-alone dental plans federally certified to contain all of the ACA required pediatric oral essential health benefits for children under age 19, please refer to SDC-Kids plans which are sold separately to groups with 50 or less employees. Purchasing an SDC-Kids plan alongside a group/adult stand-alone dental plan will ensure that groups with 50 or less employees meet the ACA requirements for pediatric oral essential health benefits.

Employer Contribution: **Employer Contribution**

Minimum Eligible employee participation: **2 Enrolled Employees**

Current Enrollment

Total number of benefit eligible employees - **12**

Total enrolled employees - **11**

Total members - **11**

Signature & Confirmation

Village of Waynesville

Signature: _____ Title: _____

Print Name: _____ Date: _____

By signing this Addendum, you certify that you have not changed or altered the information in anyway.

Prepare. Protect. Prevail.SM



Hartford Life and Accident Insurance Company

August 6, 2024

Village of Waynesville
1400 Lytle Road
Waynesville, OH 45068

Re: Renewal Date and Information for Your Hartford Group Insurance Benefits

Dear Jamie Morley,

Thank you for giving The Hartford the opportunity to provide benefits to your employees. We are looking forward to renewing your group benefits contract, effective on January 1, 2025 and continuing our relationship for many years to come.

To determine your renewal rates, we analyze a variety of factors to ensure that you receive excellent benefits and valuable services at a competitive price. To that end, we have conducted a careful review of your demographic information, industry classification, claim experience, and total benefit package from The Hartford.

Factors Affecting Premium.

Global and national economies have a direct impact on our business. Interest rates, unemployment levels, lack of industry growth across a large number of industries – these all factor into the price for our products and services we provide to all small employers.

- **Low interest rates.** Near record low rates negatively affect insurers' returns on investments, which help fund reserves and pay claims. This puts additional pressure on premium.
- **Employee demographics.** Age, gender and salary mix play a key role in determining renewal premium – particularly if those factors have changed since the last renewal.
- **Industry Experience.** Industry and occupation classifications are also key factors in the risk assumed by The Hartford. When determining premium levels, we look at the claims experience from other employers with fewer than 500 employees that we serve in your industry. Many factors can impact disability and life claims in your industry, such as the previously mentioned macro economic factors, but also the level of experience, attained education, and the particular skills and ability occupations within your industry.

Having completed our review and analysis, we have summarized below the appropriate funding level for the upcoming new policy period.

Coverage and Policy Number	Current Rate	Renewal Rate as of 01/01/2025	Monthly Premium Change	Rate Guaranteed Until
Basic Life - 899887G	\$ 0.131 per 1000	\$ 0.183 per 1000	\$ 34	01/01/2027
Basic Dep. Life - 899887G	\$ 1.734 per unit	No Change	\$ 0	01/01/2027
Basic ADD - 899887G	\$ 0.039 per 1000	No Change	\$ 0	01/01/2027

Prepare. Protect. Prevail.™



Business Insurance
Employee Benefits
Auto
Home

* For policies that are list-billed by The Hartford, premium and volumes are based on the most recent list bill. For policies that are self-administered, premiums and volumes are based on the most recent census information that we have on file.

With this rate structure the employer may be electing to partially support employer paid coverages with the rate for the employee paid coverages. This means that premiums paid for one coverage may cover the cost of another coverage under the Plan. When we quote rates with such partial support between the employee paid and employer paid coverages we do so with the understanding that the employer and employee coverages are part of a single ERISA plan sponsored by the employer and that the employer has determined that the rate structure is consistent with information provided to employees and with its ERISA obligations. For those cases that are not governed by ERISA, we are quoting the rates with the understanding that the employer has determined the rate structure is consistent with the information provided to employees. If our understanding is not accurate, please contact us.

The rates above will be effective as of your upcoming renewal date and will be reflected on your billing statement for that month. Please be sure to make any necessary adjustments to payroll deductions for employees who share the cost of their coverage.

Doing business with The Hartford is about much more than price. Our rich 200-year history of helping our customers prepare, protect and prevail, combined with our expertise in delivering Group Benefits, allows us to create solutions that honor our relationships and make good on our promises.

Our partnership – and what we have learned about your culture and business objectives – provides us real insight into how we can work together to reach your goals. We appreciate your business and look forward to being your group benefits carrier of choice for many years to come.

If you have questions or need additional information, please contact your benefits advisor or our Small Business Center.

Sincerely,

The Hartford's Small Business Team
Toll Free (888) 899-9174
Email - gbdcustomerservice@thehartford.com

cc: Twfg Insurance Services, LLC

The Hartford Financial Services Group, Inc., (NYSE: HIG) operates through its subsidiaries, including underwriting companies Hartford Life and Accident Insurance Company and Hartford Fire Insurance Company, under the brand name, The Hartford®, and is headquartered at One Hartford Plaza, Hartford, CT 06155. For additional details, please read The Hartford's legal notice at www.thehartford.com. The Hartford is the administrator for certain group benefits business written by Aetna Life Insurance Company and Talcott Resolution Life Insurance Company (formerly known as Hartford Life Insurance Company). All benefits are subject to the terms and conditions of the policy. Policies underwritten by the underwriting companies listed above detail exclusions, limitations, reduction of benefits and terms under which the policies may be continued in force or discontinued.

This renewal includes one or more products, which are issued on the following forms: Accident Form Series includes GBD-2000, GBD-2300, or state equivalent. Accidental Death and Dismemberment Form Series includes GBD-1000 and GBD-1300, or state equivalent. Critical Illness Form Series includes GBD-2600, GBD-2700, or state equivalent. Disability Form Series includes GBD-1000, GBD-1200, or state equivalent. Life Form Series includes GBD-1000, GBD-1100, Z-PORT, or state equivalent. Hospital Indemnity Form Series includes GBD-2800, GBD-2900, or state equivalent. Group Retiree Health Form Series includes GBD-2400, GBD-2500, or state equivalent. In NY, Statutory Disability Form Series includes GBD-1850, or state equivalent and Statutory Family Leave Form Series includes GBD-1851, or state equivalent. For HI and NJ Temporary Disability Form Series includes GBD-1850, or state equivalent. Blanket Accident Form Series includes BTA-1000, BTA-1300, BSR-1000, BSR-1200, or state equivalent.

ORDINANCE NO. 2024-044

**ESTABLISHING A HEALTH REIMBURSEMENT PLAN FOR VILLAGE
EMPLOYEES AND AUTHORIZING RELATED PAYMENTS AND
DECLARING AN EMERGENCY**

WHEREAS, Council for the Village of Waynesville has always desired that all regular full-time employees be covered by medical insurance; and

WHEREAS, as part of the medical coverage, the Village desires to provide a health reimbursement program; and

WHEREAS, all funds for the health reimbursement program have been or will be properly appropriated; and

WHEREAS, Council further desires to express its intent make certain contributions to the health reimbursement program.

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

Section 1. That the Council for the Village of Waynesville hereby ratifies the health reimbursement program and related payments as set forth below:

Individual Plans	Family Plans
First \$3,000 Village pays 100%	First \$6,000 Village pays 100%
Next \$2,000 Village pays nothing	Next \$2,000 Village pays nothing

Section 2. That the Village Manager is further authorized to execute any and all documents necessary for the administration of this program.

Section 3. That the Finance Director is hereby authorized to make any and all payments as described above.

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 preservation of the public peace, health, safety, and general welfare.

Adopted this _____ day of _____, 2024.

Attest: _____
Clerk of Council

Mayor

Jamie Morley

From: BASIC No-Reply <no.reply@basiconline.com>
Sent: Thursday, September 26, 2024 2:34 PM
To: Jamie Morley
Subject: Updated 2025 Billing Information for Village of Waynesville

Dear Valued Client:

At BASIC, we work hard every day to keep you up-to-date with the ever-changing rules and regulations surrounding your employee benefit accounts. In addition, we offer industry-leading features, service offerings and customer experiences through our proprietary platforms, websites, and mobile apps. We employ a team of professionals to respond to your questions and monitor legislative and regulatory changes to keep you current and compliant. Our financial and technology experts make sure your money and data is protected. As with all businesses, our expenses and the costs of doing business have increased steadily. We strive to keep our service fees competitively low, however it is time for an increase to continue to bring you the services you have come to rely on.

Effective January 1, 2025, you will receive a fee increase that is based on a two-year average (July 2023 at 3.2% and July 2024 at 2.9%) of the Consumer Price Index for All Urban Consumers (CPI-U), a figure calculated by the U.S. Bureau of Labor Statistics. Accordingly, we will apply a 3.05% fee increase for 2025.

Below are your adjusted fees for 2025:

Employer ID	Employer Name	Fee Description	Updated Minimum Fee	Updated Unit Price
4723-0742-5213	Village of Waynesville	Annual Fee for Bundled CDA Services	--	\$412.20
4723-0742-5213	Village of Waynesville	Monthly Fee for Bundled CDA Services	\$51.53	\$4.59

Please note:

- Any additional fees associated with your plan (which normally appear as separate line items on your invoices) are not listed above, as those fees are not subject to the annual CPI increase and will remain unchanged from the previous billing period.
- This notification is not an invoice. You will receive your invoice separately in the near future. Please do not remit payment based on this notification; instead, kindly wait and remit payment with your invoice as usual.

If you have any questions regarding our service offerings, please contact us at 1-800-372-3539.

We appreciate your continued business!

Sincerely,
BASIC



www.basiconline.com

Please note that the employees of BASIC are very familiar with the design, administration, and operation of employee benefit plans and the applicable law governing those activities. However, BASIC is not a law firm and our recommendations should not be construed as, nor are they intended to be, legal advice. Any advice expressed in this message is being delivered to you solely for your use in connection with the matters specifically addressed above and may not be used for any other purpose. The information contained in this document (including attachments) is not intended by BASIC to be used, and cannot be used, for avoiding penalties under the Internal Revenue Code that may be imposed on the taxpayer.

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ORDINANCE NO. 2024-045

**AUTHORIZING COMPENSATION IN LIEU OF HEALTHCARE BENEFITS
FOR VILLAGE EMPLOYEES FOR THE 2025 BENEFIT YEAR AND
DECLARING AN EMERGENCY**

WHEREAS, the Village currently offers healthcare benefits to all full-time employees; and

WHEREAS, the Village desires to authorize compensation in lieu of these benefits for employees making such an opt out election and are able to provide reasonable evidence that they and their dependents are covered by health care insurance during the opt out year.

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

Section 1. The Village of Waynesville hereby authorizes additional compensation of \$250 per month to full-time employees who elect to decline to participate in the Village offered medical health plan, with such compensation to be paid in one lump sum payment at the end of each calendar year. This payment can be prorated for individuals who take advantage of this program during the course of the year.

Section 2. That the Finance Director is authorized and directed to administer such a compensation program.

Section 3. That the Finance Director is hereby authorized to make payments in accordance with such program, with all payments being made subject to all regular and customary withholdings consistent with all other forms of compensation.

Section 4. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, and welfare of the citizens of Waynesville and shall be effective immediately upon adoption. The reason for said declaration of emergency is the need to have the policy in place before the new year.

Adopted this _____ day of _____, 2024.

Attest: _____
Clerk of Council

Mayor

ORDINANCE NO. 2024 – 046

**PROHIBITING ADULT USE CANNABIS OPERATORS
WITHIN THE VILLAGE OF WAYNESVILLE, OHIO
AND DECLARING AN EMERGENCY**

WHEREAS, for the purposes of this Ordinance, “adult use cannabis operators” shall have the same meaning as defined in chapter 3780 of the Ohio Revised Code; and

WHEREAS, the State of Ohio recently enacted laws concerning adult use cannabis; and

WHEREAS, Ohio Revised Code section 3780.25 allows municipalities to prohibit and/or limit the number of adult use cannabis operators within corporate limits; and

WHEREAS, Council now desires to prohibit adult use cannabis operators within the corporate limits of the Village of Waynesville.

NOW, THEREFORE, be it ordained by the Council of the Village of Waynesville, Ohio, _____ members elected thereto concurring:

Section 1. That pursuant to R.C. 3780.25, Waynesville Village Council hereby prohibits all adult use cannabis operators within the corporate limits of the Village of Waynesville.

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

Passed this _____ day of _____, 2024

Mayor

Attest:

Clerk of Council

ORDINANCE NO. 2024-047

**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 \$_____ effective January 1, 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 \$_____ payable to Gary L. 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 January 1, 2025.

Adopted this _____ day of _____, 2024.

Attest: _____
Clerk of Council

Mayor

EMPLOYMENT AGREEMENT

With

Gary L. Copeland

Date

, 2014

EMPLOYMENT AGREEMENT

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Section 7: Retirement

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Section 9: Resignation

Section 10: Performance Evaluation

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Section 12: Outside Activities

Section 13: Residency

Section 14: Notices

Section 15: General Provisions

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
- 

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



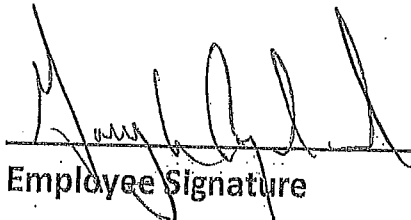
Mayor Signature

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. 2024-048

**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 \$60,278.00 (5% increase), effective January 1, 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 \$50 phone allowance, and eligibility for longevity pay.

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 January 1, 2025.

Adopted this _____ day of _____, 2024.

Attest: _____
Clerk of Council

Mayor

EMPLOYMENT AGREEMENT

with

Jamie Morley

Date

April 1, 2024

EMPLOYMENT AGREEMENT

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Section 13: Residency

Section 14: Notices

Section 15: General Provisions

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 \$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

Village Manager Signature	Print Name	Date
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Employee Signature	Print Name	Date
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ORDINANCE NO. 2024 – 049

AUTHORIZING THE VILLAGE MANAGER TO ENTER INTO AN UPDATED CUSTOMER AGREEMENT WITH FP MAILING SOLUTIONS FOR A POSTAGE METER CONTRACT AND DECLARING AN EMERGENCY

WHEREAS, the Village of Waynesville has certain postage needs; and

WHEREAS, Council has previously authorized an agreement with FP Mailing Solutions for such needs; and

WHEREAS, FP Mailing Solutions has submitted an updated proposal for equipment to satisfy such needs.

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

Section 1. The Village of Waynesville accepts the specifications and agrees that FP Mailing Solutions has submitted an adequate proposal.

Section 2. That the Village Manager is hereby authorized to enter into a contract with FP Mailing Solutions for postage meter equipment pursuant to the terms of the proposal attached hereto as Exhibit A, incorporated herein by reference.

Section 3. That the Finance Director is hereby authorized to pay FP Mailing Solutions for said equipment in accordance with the proposal and specifications attached hereto and incorporated herein by reference.

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 the need to authorize the new contract and updated terms at the earliest possible date.

Adopted this _____ day of _____, 2024.

Attest: _____
Clerk of Council

Mayor



FP Mailing Solutions
140 N. Mitchell Ct, Ste 200
Addison, IL 60101-5629
Tel: (800) 341-6052
www.fp-usa.com

Customer Agreement

CUSTOMER INFORMATION

Billing Address	
Customer: VILLAGE OF WAYNESVILLE	
Department:	
Street: 1400 LYTLE RD	
City: WAYNESVILLE	County:
State: OH	Zip: 45068-8482
Tel: 5138978015	Fax: 5138972015
E-mail: jmorley@waynesville-ohio.org	
Contact Name: GARY COPELAND	
Deliver To: <input type="checkbox"/> Dealer <input checked="" type="checkbox"/> Customer <input type="checkbox"/> Fulfilled from Dealer Inventory	
<input type="checkbox"/> Existing Customers Only: check box if Billing Address has changed.	

Shipping & Installation Address (if different than Billing)	
Customer:	
Department:	
Street:	
City:	County:
State:	Zip:
Tel:	Fax:
E-mail:	
Contact Name:	
Mailing Address: <input checked="" type="checkbox"/> Same as Billing	
<input type="checkbox"/> Existing Customers Only: check box if Shipping & Install Address has changed.	

RENTAL INFORMATION

Quantity	Item #	Item Description	Monthly Rate	Rental Billing Delivery (select one)
1	PVS3A	PostBase Vision S3 Package	Included	<input type="checkbox"/> Electronic Billing
1	PMANSEAL	Manual Sealer	Included	<input checked="" type="checkbox"/> Paper Billing (Default)
1	PVCOLORBGRY (Satin Steel)	PostBase Vision Color	Included	Rental Billing Frequency (select one)
1	UNL	Unlimited Resets	Included	<input type="checkbox"/> Annual Billing
1	RGPOST	PostBase RateGuard	Included	<input type="checkbox"/> Semi-Annual Billing
				<input checked="" type="checkbox"/> Quarterly Billing (Default)
				<input type="checkbox"/> Tax-Exempt
Term of Contract: <u>36</u> months*			Total Monthly Payment	\$51.03
Certificate required for processing. Resale Certificates not applicable.				

Terms and Conditions: By signing below, I hereby acknowledge and agree that FP's standard shipping rates and the additional terms and conditions available on the FP website at www.fp-usa.com/terms-conditions are applicable to, and incorporated by reference into, this agreement. (If you do not have access to the internet, please contact FP directly at 800.341.6052 and we will provide you with a copy for your records.) * 36 Month Initial Term will apply unless otherwise indicated above.

CUSTOMER ACCEPTANCE (please complete all fields)

Customer Acceptance of Terms		Dealer Information	
Print Name of Authorized Representative:		Selling Dealer Name: FP Mailing Solution	Dealer #: 4900
Tel:		Address: 140 N Mitchell ct Suite 200	
Tax ID: 316001091	State:	Tel: 630-827-5530	Fax:
Authorized Signature: X		Sales Representative Name: Ronald Settignano - 1994	
Date:		Servicing Dealer Name:	Svc. Dealer #:

DEALER & INTERNAL USE ONLY

<input type="checkbox"/> New Customer	<input type="checkbox"/> Lease Company: _____	Promo Code: _____
<input type="checkbox"/> Upgrade / Model Change	<input type="checkbox"/> Major Account: _____	Package Code: PVS3A
<input checked="" type="checkbox"/> Renewal (no change of equipment)	<input type="checkbox"/> GSA / State Contract No.: _____	Select One:
<input type="checkbox"/> Coterminal Add-On: _____	Master Billing Acct. No.: _____	<input type="checkbox"/> TVP (Default) <input type="checkbox"/> RPP
<input type="checkbox"/> Change of Ownership	Master Postage Acct. No.: _____	<input type="checkbox"/> Price or Terms Exception Approval (Form Attached)
Existing Account No.: 500016996		<input type="checkbox"/> USPS® Location: (CPU Letter Attached)

RESOLUTION NO. 2024 – 050

**A RESOLUTION ADOPTING TEMPORARY APPROPRIATIONS FOR
THE VILLAGE OF WAYNESVILLE FOR CALENDAR YEAR 2025 AND
DECLARING AN EMERGENCY**

WHEREAS, the Village Council of the Village of Waynesville has a statutory duty to appropriate funds for expenditures during the calendar year ending December 31, 2025; and

WHEREAS, until such permanent appropriation is adopted, it is necessary to approve certain temporary appropriations for calendar year 2025.

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

Section 1. To provide for expenditures of the Village of Waynesville, Ohio, during the calendar year ending December 31, 2025, the following sums be and they are hereby set aside and appropriated as set forth in Exhibit “A” attached hereto and incorporated herein by reference.

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

Section 3. That this Ordinance is here by 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 have appropriations in place before January 1, 2025.

Passed this _____ day of _____, 2024.

Attest: _____
Clerk of Council

Mayor

VILLAGE OF WAYNESVILLE, WARREN COUNTY
2025 Temporary Appropriations

1000 GENERAL FUND		
1000-110-130-0001	Salaries - Administrator's Office{VILLAGE MANAGER/ FINANCE }	\$140,000.00
1000-110-211-0000	Ohio Public Employees Retirement System	\$10,000.00
1000-110-213-0000	Medicare	\$3,500.00
1000-110-221-0000	Medical/Hospitalization	\$16,000.00
1000-110-225-0000	Workers' Compensation	\$2,000.00
1000-110-391-0000	Dues and Fees	\$4,000.00
1000-110-399-0000	Other - Other Contractual Services	\$13,000.00
1000-110-420-0000	Operating Supplies and Materials	\$1,200.00
1000-110-433-0000	Repairs and Maintenance of Motor Vehicles	\$6,000.00
1000-110-540-0000	Machinery, Equipment and Furniture	\$25,000.00
1000-210-344-0000	Tax Collection Fees	\$5,000.00
1000-210-344-0029	Tax Collection Fees{Health Dept.}	\$2,000.00
1000-490-650-0000	Contributions to Other Organizations	\$2,500.00
1000-620-139-0000	Other - Salaries - Administrator's Office	\$10,000.00
1000-620-211-0000	Ohio Public Employees Retirement System	\$6,000.00
1000-620-213-0000	Medicare	\$700.00
1000-620-221-0000	Medical/Hospitalization	\$5,000.00
1000-620-396-0000	Streets, Highways, curb & Sidewalk	\$2,000.00
1000-620-399-0000	Other - Other Contractual Services (Street lights)	\$320,000.00
1000-620-420-0000	Operating Supplies and Materials	\$1,000.00
1000-620-433-0000	Repairs and Maintenance of Motor Vehicles	\$5,000.00
1000-620-440-0000	Small Tools and Minor Equipment	\$1,000.00
1000-620-540-0000	Machinery, Equipment and Furniture (Crack Sealer)	\$20,000.00
1000-650-690-9020	Other - Other (Stop Light)	\$250,000.00
1000-690-420-0000	Operating Supplies and Materials	\$500.00
1000-690-430-0000	Repairs and Maintenance	\$5,000.00
1000-710-111-0000	Salaries - Council	\$17,000.00
1000-710-131-0000	Salary - Administrator	\$120,000.00
1000-710-132-0000	Salaries - Administrator's Staff	\$25,000.00
1000-710-211-0000	Ohio Public Employees Retirement System	\$8,000.00
1000-710-212-0000	Social Security	\$1,000.00
1000-710-213-0000	Medicare	\$3,000.00
1000-710-221-0000	Medical/Hospitalization	\$2,000.00
1000-710-225-0000	Workers' Compensation	\$2,000.00
1000-710-252-0000	Travel and Transportation	\$3,000.00
1000-710-300-0000	Contractual Services	\$15,000.00
1000-710-310-0050	Utilities{Internet}	\$2,800.00
1000-710-311-0000	Electricity	\$5,000.00
1000-710-320-0000	Communications, Printing and Advertising	\$1,500.00
1000-710-321-0000	Telephone	\$600.00
1000-710-340-0000	Professional and Technical Services	\$40,000.00
1000-710-342-0000	Auditing Services	\$8,000.00
1000-710-343-0000	Uniform Accounting Network Fees	\$6,000.00
1000-710-390-0000	Other Contractual Services	\$2,000.00
1000-710-391-0000	Dues and Fees	\$9,000.00
1000-710-410-0000	Office Supplies and Materials	\$3,000.00
1000-710-420-0000	Operating Supplies and Materials	\$3,000.00
1000-710-430-0000	Repairs and Maintenance	\$5,000.00
1000-710-440-0000	Small Tools and Minor Equipment	\$10,000.00
1000-720-169-0000	Other - Salaries - Mayor's Office	\$70,000.00
1000-720-190-0000	Other - Personal Services	\$1,000.00
1000-720-211-0000	Ohio Public Employees Retirement System	\$10,000.00
1000-720-213-0000	Medicare	\$1,300.00
1000-720-221-0000	Medical/Hospitalization	\$12,000.00
1000-720-225-0000	Workers' Compensation	\$1,000.00

1000-720-252-0000	Travel and Transportation	\$1,500.00
1000-720-300-0000	Contractual Services	\$8,000.00
1000-720-310-0000	Utilities	\$500.00
1000-720-310-0050	Utilities{Internet}	\$500.00
1000-720-311-0000	Electricity	\$800.00
1000-720-313-0000	Natural Gas	\$400.00
1000-720-320-0000	Communications, Printing and Advertising	\$3,500.00
1000-720-321-0000	Telephone	\$600.00
1000-720-340-0000	Professional and Technical Services	\$1,000.00
1000-720-350-0000	Insurance and Bonding Services	\$500.00
1000-720-390-0000	Other Contractual Services	\$1,000.00
1000-720-410-0000	Office Supplies and Materials	\$500.00
1000-720-420-0000	Operating Supplies and Materials	\$2,000.00
1000-725-121-0000	Salary - Clerk/Treasurer	\$65,000.00
1000-725-211-0000	Ohio Public Employees Retirement System	\$8,500.00
1000-725-213-0000	Medicare	\$800.00
1000-725-325-0000	Advertising	\$800.00
1000-725-349-0000	Other - Professional and Technical Services	\$2,000.00
1000-725-351-0000	Insurance and Bonding	\$2,500.00
1000-730-300-0000	Contractual Services	\$20,000.00
1000-730-310-0000	Utilities	\$1,000.00
1000-730-311-0000	Electricity	\$6,000.00
1000-730-313-0000	Natural Gas	\$600.00
1000-730-320-0000	Communications, Printing and Advertising	\$500.00
1000-730-321-0000	Telephone	\$700.00
1000-730-351-0000	Insurance and Bonding	\$2,200.00
1000-730-420-0000	Operating Supplies and Materials	\$2,500.00
1000-730-430-0000	Repairs and Maintenance	\$20,000.00
1000-730-440-0000	Small Tools and Minor Equipment	\$8,000.00
1000-730-510-0000	Land and Land Improvements	\$20,000.00
1000-740-344-0000	Tax Collection Fees	\$3,200.00
1000-745-340-0000	Professional and Technical Services	\$1,000.00
1000-745-342-0000	Auditing Services	\$5,000.00
1000-910-910-0000	Transfers - Out (Police Levy Fund)	\$250,000.00
1000-930-930-0000	Contingencies	\$100,000.00
	TOTAL	\$1,784,700.00
	2011 STREET CONSTRUCTIO, MAINT. AND REPAIR	
2011-620-139-0002	Other - Salaries - Administrator's Office{STREETS}	\$130,000.00
2011-620-211-0002	Ohio Public Employees Retirement System{STREETS}	\$17,000.00
2011-620-213-0002	Medicare{STREETS}	\$10,000.00
2011-620-221-0000	Medical/Hospitalization	\$13,000.00
2011-620-225-0000	Workers' Compensation	\$2,200.00
2011-620-300-0000	Contractual Services	\$35,000.00
2011-620-310-0050	Utilities{Internet}	\$1,000.00
2011-620-320-0000	Communications, Printing and Advertising	\$200.00
2011-620-410-0000	Office Supplies and Materials	\$100.00
2011-620-420-0000	Operating Supplies and Materials	\$8,000.00
2011-620-420-0009	Operating Supplies and Materials{GASOLINE , DIESEL FUEL}	\$8,000.00
2011-620-430-0000	Repairs and Maintenance	\$5,000.00
2011-620-440-0000	Small Tools and Minor Equipment	\$1,000.00
2011-620-500-0000	Capital Outlay	\$20,000.00
2011-730-300-0000	Contractual Services	\$15,000.00
2011-730-310-0000	Utilities	\$200.00
2011-730-311-0000	Electricity	\$3,500.00
2011-730-314-0000	Heating Oil	\$350.00
2011-730-321-0000	Telephone	\$2,000.00
2011-730-351-0000	Insurance and Bonding	\$3,500.00
2011-730-420-0000	Operating Supplies and Materials	\$1,000.00

2011-800-530-0000	Buildings and Other Structures	\$10,000.00
	TOTAL	\$286,050.00
	2021 STATE HIGHWAY IMPROVEMENT FUND	
2021-620-139-0000	Other - Salaries - Administrator's Office	\$20,000.00
2021-620-211-0000	Ohio Public Employees Retirement System	\$500.00
2021-620-213-0000	Medicare	\$400.00
2021-620-300-0000	Contractual Services	\$30,000.00
2021-620-400-0000	Supplies and Materials	\$2,000.00
2021-620-430-0000	Repairs and Maintenance	\$10,000.00
	TOTAL	\$62,900.00
	PARKS AND RECREATION	
2041-490-690-0000	Other - Other	\$1,500.00
	TOTAL	\$1,500.00
	2063 OPWC FRANKLIN STREET PHASE II	
2062-990-990-0000	OPWC Franklin street Phase II	\$764,204.00
	TOTAL	\$764,204.00
	2081 DRUG ENFORCEMENT	
2081-110-300-0000	Contractual Services	\$1,000.00
	TOTAL	\$1,000.00
	2101 PERMISSIVE MOTOR VEHICLE LICENSE	
2101-620-300-0000	Contractual Services	\$30,000.00
2101-620-400-0000	Supplies and Materials	\$7,000.00
2101-620-430-0000	Repairs and Maintenance	\$10,000.00
	TOTAL	\$47,000.00
	2102 VILLAGE ADD-ONE MVL	
2102-620-420-0000	Operating Supplies and Materials	\$5,000.00
2102-620-430-0000	Repairs and Maintenance	\$5,000.00
	TOTAL	\$10,000.00
	2901 POLICE LEVY	
2901-110-139-0000	Other - Salaries - Administrator's Office	\$350,000.00
2901-110-190-0000	Other - Personal Services	\$30,000.00
2901-110-211-0000	Ohio Public Employees Retirement System	\$45,000.00
2901-110-213-0000	Medicare	\$6,000.00
2901-110-215-0000	Ohio Police and Fire Pension Fund	\$70,000.00
2901-110-221-0000	Medical/Hospitalization	\$55,000.00
2901-110-225-0000	Workers' Compensation	\$5,000.00
2901-110-251-0000	Uniform, Tool and Equipment Reimbursements	\$4,500.00
2901-110-252-0000	Travel and Transportation	\$500.00
2901-110-300-0000	Contractual Services	\$5,000.00
2901-110-310-0050	Utilities{Internet}	\$2,000.00
2901-110-311-0000	Electricity	\$3,500.00
2901-110-320-0000	Communications, Printing and Advertising	\$3,000.00
2901-110-321-0000	Telephone	\$700.00
2901-110-340-0000	Professional and Technical Services	\$2,000.00
2901-110-351-0000	Insurance and Bonding	\$10,000.00
2901-110-390-0000	Other Contractual Services	\$1,000.00
2901-110-393-4000	Motor Vehicles{New Patrol Car}	\$60,000.00
2901-110-410-0000	Office Supplies and Materials	\$500.00
2901-110-420-0000	Operating Supplies and Materials	\$3,000.00
2901-110-430-0000	Repairs and Maintenance	\$5,000.00
2901-110-440-0000	Small Tools and Minor Equipment	\$3,500.00
2901-110-520-0000	Equipment	\$20,000.00
2901-190-300-0000	Contractual Services	\$3,000.00
2901-190-420-0009	Operating Supplies and Materials{GASOLINE , DIESEL FUEL}	\$12,000.00
2901-230-212-0000	Social Security	\$200.00

2901-730-300-0000	Contractual Services	\$8,000.00
2901-730-310-0000	Utilities	\$600.00
2901-730-320-0000	Communications, Printing and Advertising	\$250.00
2901-730-410-0000	Office Supplies and Materials	\$250.00
2901-740-325-0000	Advertising	\$100.00
2901-740-344-0000	Tax Collection Fees	\$4,100.00
	TOTAL	\$713,700.00
	2902 STREET LEVY	
2902-620-139-0002	Other - Salaries - Administrator's Office{STREETS}	\$5,000.00
2902-620-211-0002	Ohio Public Employees Retirement System{STREETS}	\$1,000.00
2902-620-213-0002	Medicare{STREETS}	\$300.00
2902-620-221-0000	Medical/Hospitalization	\$1,000.00
2902-620-300-0000	Contractual Services	\$75,000.00
2902-620-325-0000	Advertising	\$200.00
2902-620-344-0000	Tax Collection Fees	\$1,000.00
2902-620-400-0000	Supplies and Materials	\$5,000.00
2902-620-420-0009	Operating Supplies and Materials{GASOLINE , DIESEL FUEL}	\$5,000.00
2902-620-500-0000	Capital Outlay	\$50,000.00
2902-930-930-0000	Contingencies	\$50,000.00
	TOTAL	\$193,500.00
	2905 MAYOR'S COURT COMMPUTER FEE	
2905-720-410-0004	Office Supplies and Materials{MAYORS COURT COMPUTER FEES}	\$15,000.00
	TOTAL	\$15,000.00
	5101 WATER	
5101-531-139-0001	Other - Salaries - Administrator's Office{VILLAGE MANAGER/ }	\$50,000.00
5101-531-211-0000	Ohio Public Employees Retirement System	\$8,000.00
5101-531-213-0000	Medicare	\$2,500.00
5101-531-221-0000	Medical/Hospitalization	\$10,000.00
5101-531-225-0000	Workers' Compensation	\$1,500.00
5101-531-252-0000	Travel and Transportation	\$500.00
5101-531-300-0000	Contractual Services	\$2,000.00
5101-531-320-0000	Communications, Printing and Advertising	\$500.00
5101-531-351-0000	Insurance and Bonding	\$3,000.00
5101-531-390-0000	Other Contractual Services	\$6,000.00
5101-531-391-0000	Dues and Fees	\$1,000.00
5101-531-410-0000	Office Supplies and Materials	\$600.00
5101-531-420-0000	Operating Supplies and Materials	\$1,500.00
5101-531-440-0000	Small Tools and Minor Equipment	\$2,000.00
5101-531-490-0000	Other-Supplies and Materials	\$4,000.00
5101-532-139-0000	Other - Salaries - Administrator's Office	\$165,000.00
5101-532-211-0000	Ohio Public Employees Retirement System	\$30,000.00
5101-532-213-0000	Medicare	\$1,500.00
5101-532-221-0000	Medical/Hospitalization	\$5,000.00
5101-532-225-0000	Workers' Compensation	\$1,000.00
5101-532-300-0000	Contractual Services	\$5,000.00
5101-532-320-0000	Communications, Printing and Advertising	\$200.00
5101-532-410-0000	Office Supplies and Materials	\$1,500.00
5101-532-420-0000	Operating Supplies and Materials	\$20,000.00
5101-532-440-0000	Small Tools and Minor Equipment	\$4,000.00
5101-535-139-0000	Other - Salaries - Administrator's Office	\$60,000.00
5101-535-211-0000	Ohio Public Employees Retirement System	\$3,000.00
5101-535-213-0000	Medicare	\$2,000.00
5101-535-221-0000	Medical/Hospitalization	\$4,500.00
5101-535-225-0000	Workers' Compensation	\$500.00
5101-535-252-0000	Travel and Transportation	\$300.00
5101-535-300-0000	Contractual Services	\$20,000.00
5101-535-310-0050	Utilities{Internet}	\$3,000.00
5101-535-320-0000	Communications, Printing and Advertising	\$100.00

5101-535-351-0000	Insurance and Bonding	\$6,000.00
5101-535-410-0000	Office Supplies and Materials	\$250.00
5101-535-420-0000	Operating Supplies and Materials	\$30,000.00
5101-535-430-0000	Repairs and Maintenance	\$50,000.00
5101-535-440-0000	Small Tools and Minor Equipment	\$1,000.00
5101-535-500-0000	Capital Outlay	\$15,000.00
5101-535-500-5000	Capital Outlay{SCADA}	\$6,000.00
5101-539-300-0000	Contractual Services	\$4,000.00
5101-539-310-0000	Utilities	\$800.00
5101-539-310-0050	Utilities{Internet}	\$500.00
5101-539-311-0000	Electricity	\$50,000.00
5101-539-321-0000	Telephone	\$1,300.00
5101-539-400-0000	Supplies and Materials	\$1,000.00
5101-539-420-0000	Operating Supplies and Materials	\$2,000.00
5101-539-420-0009	Operating Supplies and Materials{GASOLINE , DIESEL FUEL}	\$7,500.00
5101-539-440-0000	Small Tools and Minor Equipment	\$4,000.00
5101-539-500-0000	Capital Outlay	\$10,000.00
5101-850-710-0000	Principal	\$25,000.00
5101-850-720-0000	Interest	\$4,000.00
5101-930-930-0000	Contingencies	\$100,000.00
	TOTAL	\$738,050.00
	5601 TRASH PICKUP	
5601-569-300-0000	Contractual Services	\$340,000.00
	TOTAL	\$340,000.00
	5602 STREET LIGHT	
5602-130-300-0000	Contractual Services	\$27,000.00
5602-130-311-0000	Electricity	\$8,000.00
5602-130-321-0000	Telephone	\$0.00
5602-130-420-0000	Operating Supplies and Materials	\$3,500.00
	TOTAL	\$38,500.00
	5701 WATER CAPITAL IMPROVEMENT	
5701-539-300-0000	Contractual Services	\$100,000.00
5701-539-420-0000	Operating Supplies and Materials	\$2,500.00
5701-539-430-0000	Repairs and Maintenance	\$35,000.00
5701-539-500-0000	Capital Outlay	\$10,000.00
5701-539-520-0000	Equipment	\$10,000.00
5701-800-500-9002	Capital Outlay Well (OPWC match)	\$400,000.00
5701-850-710-0000	Principal	\$23,000.00
5701-850-720-0000	Interest	\$6,000.00
5701-930-930-0000	Contingencies	\$100,000.00
	TOTAL	\$686,500.00
	5901 STORM SEWER UTILITY	
5901-559-139-0000	Other - Salaries - Administrator's Office	\$6,000.00
5901-559-211-0000	Ohio Public Employees Retirement System	\$1,000.00
5901-559-213-0000	Medicare	\$200.00
5901-559-300-0000	Contractual Services	\$40,000.00
5901-559-400-0000	Supplies and Materials	\$3,000.00
5901-559-430-0000	Repairs and Maintenance	\$3,000.00
5901-559-440-0000	Small Tools and Minor Equipment	\$1,000.00
5901-559-500-0000	Capital Outlay	\$0.00
5901-599-221-0000	Medical/Hospitalization	\$1,000.00
5901-800-500-8000	Capital Outlay{Replace Storm Drains}	\$75,000.00
	TOTAL	\$130,200.00
	5902 WATER TOWER DEPOSIT	
5902-850-710-0000	Principal	\$18,500.00
5902-850-720-0000	Interest	\$600.00
	TOTAL	\$19,100.00
	6901 ADMIN HRA	

6901-110-229-0018	Samm	\$5,000.00
6901-532-229-0018	Other - Insurance Benefits{HRA FUNDING}	\$5,000.00
6901-535-229-0018	Other - Insurance Benefits{HRA FUNDING}	\$5,000.00
6901-620-229-0018	Other - Insurance Benefits{HRA FUNDING}	\$0.00
6901-710-229-0018	Other - Insurance Benefits{HRA FUNDING}	\$0.00
6901-720-229-0018	Other - Insurance Benefits{HRA FUNDING}	\$0.00
	TOTAL	\$15,000.00
	9901 SEWER AGENCY	
9901-543-312-0025	Water and Sewage{SEWER PAYMENTS}	\$0.00
9901-549-312-0026	Water and Sewage{SEWER CAPITAL}	\$0.00
	TOTAL	\$0.00
	Report Total:	\$5,082,700.00

ORDINANCE NO. 2024-042

**AN ORDINANCE APPOINTING JEFFREY D. FORBES AND THE LAW FIRM OF
WOOD & LAMPING LLP AS LAW DIRECTOR
FOR THE VILLAGE OF WAYNESVILLE, OHIO,
AND ESTABLISHING THE COMPENSATION**

WHEREAS, Article VI, Section 6.2 of the Waynesville Charter provides that the Law Director shall be appointed by Council upon such terms as authorized by Council; and

WHEREAS, attorney Jeffrey D. Forbes and the law firm of Wood & Lamping LLP have experience in the practice of municipal law; and

WHEREAS, Council has determined that Jeffrey D. Forbes and the law firm of Wood & Lamping LLP are qualified to serve as Law Director for the Village of Waynesville.

NOW, THEREFORE, BE IT ORDAINED by the Village Council of the Village of Waynesville, with at least five members elected thereto concurring:

Section 1. That Jeffrey D. Forbes and the law firm of Wood & Lamping LLP are hereby appointed Law Director of the Village of Waynesville.

Section 2. That the terms of compensation for the legal services of Law Director shall be set forth in Exhibit "A" attached hereto and incorporated as if fully set forth herein and shall be effective January 1, 2025.

Section 3. That the Village Manager is hereby authorized and directed to execute the agreement attached hereto as Exhibit "A."

Section 4. That is Ordinance shall be in effect from and after the earliest period allowed by law.

Adopted this _____ day of _____, 2024.

Attest: _____
Clerk of Council

Mayor

**AGREEMENT ESTABLISHING COMPENSATION FOR LEGAL SERVICES OF
LAW DIRECTOR AND WOOD & LAMPING LLP
FOR THE PERIOD BEGINNING JANUARY 1, 2025, THROUGH DECEMBER 31, 2026**

This Agreement is entered into by and between the Village of Waynesville, Ohio, 1400 Lytle Road, Waynesville, Ohio 45068, hereinafter called "Village", and Jeffrey D. Forbes and the law firm of Wood & Lamping LLP, 600 Vine St., Suite 2500, Cincinnati, Ohio 45202, hereinafter called "Law Director."

WITNESSETH:

WHEREAS, Jeffrey D. Forbes is by reason of training and experience capable of acting as the legal adviser, attorney, and counsel for the Village and for all offices, departments, divisions, bureaus, boards, commissions and bodies of the Village in connection with Village affairs; and

WHEREAS, pursuant to Section 6.02 of the Village Charter, the Village desires to appoint and retain Jeffrey D. Forbes and the law firm of Wood & Lamping LLP as the Law Director who shall serve at the pleasure of Council.

NOW, THEREFORE, pursuant to the above recitals, and for other good and valuable consideration, the parties agree as follows:

A. RETAINER PAYMENTS

1. Effective January 1, 2025, an annual retainer payment in the amount of Twenty Six Thousand Dollars (\$26,000.00) shall be made to the law firm of Wood & Lamping LLP, payable on a monthly basis, upon presentation of a general invoice. The Retainer Payment shall be considered payment for services as described below:
 - a. Attendance, including travel time, at regular Council Meetings, including up to one (1) hour work sessions prior to any regular Council meeting at the request of the Mayor, any Council member, or the Village Manager.
 - b. Drafting and/or reviewing any ordinances and resolutions requested by the Mayor, Council members or Village Manager.

B. ADDITIONAL LEGAL SERVICES

1. Effective January 1, 2025, an hourly rate of Two Hundred Thirty dollars (\$230.00) will be paid on a monthly basis for the performance of additional legal services upon presentation of an invoice which provides sufficient detail as to the services rendered and the hours expended such that the Mayor, Council members, and the Village Manager may understand and evaluate those matters from time to time. Such Additional Legal Services include, but are not limited to, research assignments, drafting legal opinions, telephone calls related to Village business, and attending any special Council meetings or meetings of any Village Board or Commission, such as Planning Commission or Zoning Board of Appeals. It is understood that the hourly rate for Additional Legal Services includes travel time and shall be billed in fifteen (15) minute increments.

2. Additional Legal Services shall also include any litigation and administrative appeals.
3. Jeffrey D. Forbes, as Law Director, shall be responsible for the performance of all additional legal services. While other legal professionals within the law firm of Wood & Lamping LLP may render performance of these duties, the Law Director shall retain ultimate and final responsibility for the rendering of these services. In any such matters so assigned, the Law Director shall retain ultimate responsibility and shall inform Council of the status of all legal services and matters on a periodic basis, as needed.

C. ADDITIONAL PROVISIONS

1. Reasonable reimbursement shall be made for expenses incurred during and in support of any legal services contemplated herein under. These shall include, but not be limited to, court costs, costs of litigation, mileage and such other pertinent expenses, costs and fees. However, no expenses for mileage shall be paid for travel to or from law offices of attorneys and the municipal building or other locations when the purpose of the travel is to attend any regularly scheduled Council meeting for which compensation is to be made under the Retainer Payment.
2. Jeffrey D. Forbes and the law firm of Wood & Lamping LLP shall not be responsible for prosecution in the Village of Waynesville Mayor's Court, nor for cases transferred or appealed to the Warren County Court.
3. Jeffrey D. Forbes and the law firm of Wood & Lamping LLP shall serve as independent contractors and shall not be entitled to any other benefits afforded to Village employees.
4. Council may at any time amend or modify the aforesaid terms for compensation for legal services, provided, however, that such amendments or modifications shall be mutually agreed to by the Law Director and shall not become effective sooner than thirty days subsequent to the adoption of such legislation.

Signature page to follow.

VILLAGE OF WAYNESVILLE:

Village Manager

LAW DIRECTOR:

Jeffrey D. Forbes

On behalf of Wood & Lamping LLP