



City of Pataskala *Legislative Report to Council*

Legislative Report

September 6, 2022 Council Meeting

Unfinished Business

A. Ordinances

➤ **ORDINANCE 2022-4426 – 3rd READING - AN ORDINANCE TO AMEND THE EMPLOYEE HANDBOOK & POLICY MANUAL FOR PUBLIC EMPLOYEES OF THE CITY OF PATASKALA**

When Clemans-Nelson was first brought on as our Human Resources consultant, one of the first major items the Administration tasked that firm with was a thorough review of the Employee Handbook & Policy Manual. The last major amendment to the Employee Handbook & Policy Manual took place on September 21, 2020, with the adoption of Ordinance 2020-4372. Prior additions/changes to the handbook were done in more of a reactive way (to solve a newly identified problem like Covid-19). As a result, the handbook needed some housekeeping in the areas of “best HR practices” and modernization. The adoption of the handbook codifies the City’s employment practices and supplements areas where our collective bargaining agreements are silent. Exhibit A is the handbook itself and Exhibit B is a listing of the changes made in this edition.

**The amendment by substitution is too insert the effective date (October 1st, 2022) of the handbook.

➤ **ORDINANCE 2022-4427 – 3RD READING - ONEOHIO OPIOID SETTLEMENT**

The city has been recently notified that it can expect to receive approximately \$30,000 in funds from the opioid settlement (“OneOhio”) between the State of Ohio and the pharmaceutical companies. The funds are required by the Auditor of State to be placed in a separate fund and are restricted as to purpose. To create the new fund, Council authorization is required and is the purpose of this ordinance. **We are respectfully requesting that Council hold the 3rd reading of this legislation and approve it at the September 6th Council meeting.**

➤ **ORDINANCE 2022-4428 – 2ND READING - SUPPLEMENTAL APPROPRIATION**

We have identified several adjustments to the 2022 budget which require additional appropriations. At this point, there is only one specific area that is being addressed on this legislation which is covered below. **We are anticipating that this**

legislation will go through all three (3) required readings. We are respectfully requesting that Council hold the 2nd reading of the ordinance at the September 6th Council meeting and amend by substitution. Changes to the legislation since its' 1st reading are highlighted in bold below.

- *Sections 1 – 4: Income Tax Collection Fees & Refunds* - Income tax collections continue to track better than the original budget estimates. During July, the income tax projections were increased to reflect the improved trend. Unfortunately, one of the consequences resulting from increased collections is that the costs of collections have also risen proportionally. In addition, the value of taxpayer refunds in 2022 have also increased. These sections represent the increases necessary to cover those expenses.
- **Sections 5-9: The Finance Department's Accounting Clerk, Shellie Widdis, has resigned her position effective September 7th. During the recruitment process, I arranged to have a temporary staffing company, Creative Financial Staffing (CFS), provide the city with a temporary employee to primarily handle the accounts payable process. This approach should allow us to maintain a satisfactory level of service until a replacement clerk can be identified. These costs would need to be paid from the Contractual Services budget category instead of Salary & Related. As a result, we are requesting budget reallocations to enable us to issue a purchase order for the charges. There is no net impact to the budget resulting from these changes.**

B. Resolutions

New Business

A. Ordinances

➤ **ORDINANCE 2022-4425 – 1ST READING**

The approximately 3.07-acre property located at the end of Palmers Land Ave (Parcel No. 063-141570-00.000) is currently occupied by two structures. A 728-square foot pole barn, and a larger 1,440-square foot pole barn, both built in 1992. Much of the site is wooded, and the only frontage the property has along the public right-of-way is on Palmers Land Avenue. The Applicant also owns the adjacent 4.27-acre property directly to the north, which is occupied by Meredith Brothers, Inc., a construction components manufacturing facility, with frontage on Klema Drive. The Applicant is requesting approval to rezone the 3.07-acre parcel from R-20 – Medium Density Residential to M-1 – Light Manufacturing. The purpose of the rezoning is to provide for additional material storage for their business located on the lot adjacent to the north (Meredith Brothers, Inc.). The requested rezoning is in line with the recommendations of the Comprehensive Plan and was recommended for approval by the Planning and Zoning Commission on July 6, 2022.

Consent Agenda

3. Motions



4. Resolution

- **RESOLUTION 2022-075 - A RESOLUTION APPROVING THE EXECUTION OF A FIRST AMENDMENT TO THE PATASKALA CORPORATE PARK JOINT ECONOMIC DEVELOPMENT DISTRICT CONTRACT WITH THE TOWNSHIP OF HARRISON AND THE CITY OF NEWARK.**

This resolution would expand the existing Joint Economic Development District (JEDD) in the Pataskala Corporate Park to include the TPA property located at the northeast corner of Mink Street and Refugee Road. As a stipulation of the CRA agreement (Ordinance 2021-4393), TPA was required to petition to join the JEDD, which they have done. In addition to Pataskala, both Harrison Township and the City of Newark must pass resolutions permitting the expansion of the JEDD to include the TPA property. After these three resolutions have been passed, the petition will be presented to the JEDD Board for final approval.

- **RESOLUTION 2022-077 - A RESOLUTION AUTHORIZING AND DIRECTING THE CITY ADMINISTRATOR TO ENTER INTO A CONTRACT WITH LOCAL WASTE SERVICES, LTD. FOR THE EXCLUSIVE CONTRACT FOR RESIDENTIAL REFUSE AND RECYCLING COLLECTION IN THE CITY OF PATASKALA**

The City of Pataskala advertised for competitive bids for residential garbage collection in 2019. Following the bidding process, it was determined that Local Waste Services Ltd. was the lowest and best bid. The City of Pataskala and Local Waste Services then entered a 3-year contract for said garbage collection service. Under that contract, the city reserved the right to waive bidding and negotiate a new subsequent contract with Local Waste Services when the initial term expired.

The new contract also carries a 3-year term, with updated pricing. The new monthly pricing will be a base rate of \$20.63 for years 1 and 2, then increasing to \$21.87 in year 3. All other terms and conditions of the contract remain the same. The previous rate had remained stable for all 3 years of that contract at \$18.75 per month base rate. This equates to a \$1.88 monthly increase in years 1 and 2, followed by an additional \$1.24 monthly increase in year 3 under the new contract pricing.

The administration believes the increase in cost under the new contract to be fair and reasonable. The administration is also satisfied with the level of service and dedication to complaint resolution that Local Waste Services has demonstrated during the initial 3-year contract.

Approval of Resolution 2022-077 is recommended.

- **RESOLUTION 2022-079 - A RESOLUTION AUTHORIZING AND DIRECTING THE CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH M.P. DORY COMPANY TO INSTALL A TRAFFIC SIGNAL BATTERY BACK-UP SYSTEM AT THE BROAD STREET/OAK MEADOW DRIVE/VINE STREET INTERSECTION AS WELL AS THE BROAD STREET/OXFORD DRIVE INTERSECTION**

Approval of this resolution will provide for M.P. Dory to install complete battery back-up systems at both the intersections of Broad Street with Oak Meadow Drive/Vine Street and Broad Street with Oxford Dr. Battery back-up systems enable traffic signals to continue to operate for several hours during a power outage, increasing both safety and operational effectiveness. This project is part of an ongoing effort to improve traffic signal operation, and install battery back-ups at all intersections within the City.

As this project is below the bidding threshold, the formal bidding process was not used. The budget did not include funds for this project specifically, but funds were included for miscellaneous contractual effort and unidentified traffic signal operation and maintenance, of which there are adequate funds to cover this project.

Approval of this Resolution is recommended.

➤ **RESOLUTION 2022-080 - A RESOLUTION CONSENTING TO THE OHIO DEPARTMENT OF TRANSPORTATION INTERSECTION IMPROVEMENTS AT STATE ROUTE 16 AND SUMMIT ROAD, AS WELL AS THE RESURFACING OF STATE ROUTE 16 WITHIN THE CITY OF PATASKALA**

ODOT will be repaving Broad St. (SR 16) all the way through Pataskala as part of their 2024 CIP. This project will also include the traffic signal improvements at Broad St. and Summit Road that are part of the Safety Funding improvements that were awarded to the City last year.

The Safety Funding for traffic signal improvements at Summit and Broad are funded at 100% as per the terms of the funding that was awarded. For the repaving however, ODOT will cover 80% of the cost and we, the local agency, will be responsible for 20% of the cost. This is standard practice, and serves the dual purpose of the State ensuring that State Routes are maintained to their standards and assists the local authority, who is otherwise responsible for maintenance, to not have to bear the full burden of the cost for repaving.

In coordination with the local authority (us) ODOT requires that this legislation be signed, stating that we understand the terms and will pay our share, before they start their design process. The cost for this project is included in the proposed budget for 2024 and approval of this Resolution is recommended.