



**CITY OF PERRYSBURG
CITY COUNCIL
AGENDA**

September 5, 2023

1. Call to Order - 6:30 PM
2. Roll Call
3. Pledge of Allegiance
4. Minutes of Council Meeting of August 15, 2023
5. Special Reports
6. Letters, Communications, and Citizens Communications
7. Administrative Reports
 - a. Mayor
 - b. City Administrator
 - c. Finance Director
 - d. Law Director
8. President of Council Report
9. Committee Reports

a. Finance & Economic Development

Ordinance# 29-2023

AMENDING CITY OF PERRYSBURG, OHIO, CODIFIED ORDINANCE
896.02 REGARDING HOTEL TAX; AND DECLARING AN EMERGENCY

***Recommendation to Suspend the Rules,
Waive the Three Readings, and
Pass as an Emergency Measure***

b. Safety

c. Recreation

d. Planning & Zoning

Ordinance# 30-2023

AMENDING PERRYSBURG CODIFIED ORDINANCE §1235.04 (B):
"SPECIAL APPROVAL USES" & 1225.08: "LAND USE TABLE"; AND
DECLARING AN EMERGENCY

***Recommendation to Suspend the Rules,
Waive the Three Readings, and
Pass as an Emergency Measure***

e. Personnel

Ordinance# 31-2023

AN ORDINANCE AMENDING PERRYSBURG CODIFIED ORDINANCE 266.15-2; AND DECLARING AN EMERGENCY

***Recommendation to Suspend the Rules,
Waive the Three Readings, and
Pass as an Emergency Measure***

Resolution# 88-2023

A RESOLUTION AMENDING RESOLUTION 56-2023 AND AUTHORIZING AN EQUITY ADJUSTMENT SALARY INCREASE FOR A CERTAIN CITY OF PERRYSBURG NON-BARGAINING UNIT EMPLOYEE; AND DECLARING AN EMERGENCY

***Recommendation to Suspend the Rules,
Waive the Three Readings, and
Pass as an Emergency Measure***

Resolution# 90-2023

A RESOLUTION AUTHORIZING AN INCREASE FOR CERTAIN CITY OF PERRYSBURG'S NON-BARGAINING UNIT EMPLOYEES AND DECLARING AN EMERGENCY

***Recommendation to Suspend the Rules,
Waive the Three Readings, and
Pass as an Emergency Measure***

f. Public Utilities

g. Service

Ordinance# 26-2023

AMENDING PERRYSBURG CODIFIED ORDINANCE §1250.12 "PLANTING PLAN REVIEW"

***Recommendation to Suspend the Rules,
Waive the Three Readings, and
A Vote is requested***

Ordinance# 27-2023

AMENDING PERRYSBURG CODIFIED ORDINANCE §1250.20 "COVERAGE REQUIREMENTS (STREETS)"

***Recommendation to Suspend the Rules,
Waive the Three Readings, and
A Vote is requested***

Ordinance# 28-2023

AMENDING PERRYSBURG CODIFIED ORDINANCE §278.01 "ESTABLISHMENT" OF THE CITY OF PERRYSBURG STREET TREE COMMISSION

***Recommendation to Suspend the Rules,
Waive the Three Readings, and***

A Vote is requested

Resolution# 89-2023

A RESOLUTION AUTHORIZING THE CITY ENGINEER TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT PROGRAM AND TO EXECUTE CONTRACTS AS REQUIRED; AND DECLARING AND EMERGENCY

***Recommendation to Suspend the Rules,
Waive the Three Readings, and
Pass as an Emergency Measure***

10. Other Business

11. Adjournment

TO: Mayor Mackin
President Smith
Members of City Council

FROM: Timothy W. Effler, Law Director

RE: Ordinance 29-2023

DATE: September 1, 2023



Subject Matter/Background

The City of Perrysburg, Ohio, enacted Codified Ordinance 896 entitled “Hotel Tax” pertaining to the taxation of the Hotel/Transient Accommodations, pursuant to Section 5739.08(B) of the Ohio Revised Code.

Since the onset of the Hotel Tax, the City of Perrysburg has deposited fifty percent (50%) of the revenue from the tax levied into a separate fund spent solely to make contributions to Visit Perrysburg, the Perrysburg Convention and Visitors Bureau.

This Ordinance would increase funding to Visit Perrysburg, the Perrysburg Convention and Visitors Bureau by increasing their share of the Hotel Tax to sixty percent (60%) with the balance of the revenue (40%) being deposited into the General Fund of the City of Perrysburg; and

This additional funding to Visit Perrysburg, the Perrysburg Convention and Visitors Bureau shall be utilized for the advancement of the cultural development of the community, for promotion and publicizing of the City of Perrysburg as a desirable location for conventions, trade shows and similar events, to encourage the patronage and business of cultural, educational, religious, professional, sports and other organizations to utilize the City of Perrysburg and its facilities for such events, and to provide community event planning and management of community events within the City of Perrysburg, all for the benefit of the citizens of the City of Perrysburg.

ORDINANCE 29-2023

AMENDING CITY OF PERRYSBURG, OHIO, CODIFIED ORDINANCE 896.02 REGARDING HOTEL TAX; AND DECLARING AN EMERGENCY

WHEREAS, the City of Perrysburg, Ohio, enacted Codified Ordinance 896 entitled “Hotel Tax” pertaining to the taxation of the Hotel/Transient Accommodations, pursuant to Section 5739.08(B) of the Ohio Revised Code; and,

WHEREAS, the Ohio Revised Code requires the legislative authority of the municipal corporation to deposit at least fifty per cent of the revenue from the tax levied pursuant to this division into a separate fund, which shall be spent solely to make contributions to convention and visitors' bureaus operating within the county in which the municipal corporation or township is wholly or partly located, and the balance of that revenue shall be deposited in the general fund; and,

WHEREAS, since the onset of the Hotel Tax, the City of Perrysburg has deposited fifty percent (50%) of the revenue from the tax levied into a separate fund spent solely to make contributions to Visit Perrysburg, the Perrysburg Convention and Visitors Bureau for the advancement of the cultural development of the community, for promotion and publicizing of the City of Perrysburg as a desirable location for conventions, trade shows and similar events, to encourage the patronage and business of cultural, educational, religious, professional, sports and other organizations to utilize the City of Perrysburg and its facilities for such events, all for the benefit of the citizens of the City of Perrysburg; and,

WHEREAS, the City of Perrysburg has decided to increase funding to Visit Perrysburg, the Perrysburg Convention and Visitors Bureau by increasing their share of the Hotel Tax to sixty percent (60%) with the balance of the revenue (40%) being deposited into the General Fund of the City of Perrysburg; and

WHEREAS this additional funding to Visit Perrysburg, the Perrysburg Convention and Visitors Bureau shall be utilized for the advancement of the cultural development of the community, for promotion and publicizing of the City of Perrysburg as a desirable location for conventions, trade shows and similar events, to encourage the patronage and business of cultural, educational, religious, professional, sports and other organizations to utilize the City of Perrysburg and its facilities for such events, and to provide community event planning and management of community events within the City of Perrysburg, all for the benefit of the citizens of the City of Perrysburg.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF PERRYSBURG, WOOD COUNTY, OHIO:

SECTION 1: Codified Ordinance 896.02, which currently reads as follows:

896.02 IMPOSITION AND USE OF TAX.

(a) For the purpose of providing revenue with which to meet the needs of the City for the use of the general fund of the City, for the advancement of the cultural development of the community, for promotion and publicizing of the City of Perrysburg as a desirable location for conventions, trade shows and similar events, to encourage the patronage and business of cultural, educational, religious, professional, sports and other organizations to utilize the City of Perrysburg and its facilities for such events, all for the benefit of the citizens of the City of Perrysburg, an excise tax of three percent (3%) is hereby levied on transactions by which the lodging by a hotel or transient accommodations is or is to be furnished to transient guests.

(b) For the purpose of the proper administration of this chapter and to prevent evasion of the tax it is presumed that the lodging furnished by hotels to transient guests is subject to the tax until the contrary is established.

(c) An amount equal to 50% of the revenue from the tax levied pursuant to this chapter shall be deposited in a separate fund which shall be used solely to make contributions to convention and visitors bureau operating within the City. The balance of such revenue shall be deposited in the General Fund.

The tax imposed by this chapter shall be paid by the transient guest to the vendor, and each vendor shall collect from the transient guest the full and exact amount of the tax payable on each taxable lodging.

If the transaction is claimed to be exempt, the transient guest must furnish to the vendor, and the vendor must obtain from the transient guest, written proof of exempt status. If no such proof of exemption is obtained it shall be presumed the tax applies.

(Ord. 38-2007. Passed 3-20-07.)

Is hereby amended and revised to read:

896.02 IMPOSITION AND USE OF TAX.

896.02 IMPOSITION AND USE OF TAX.

(a) For the purpose of providing revenue with which to meet the needs of the City for the use of the general fund of the City, for the advancement of the cultural development of the community, for promotion and publicizing of the City of Perrysburg as a desirable location for conventions, trade shows and similar events, to encourage the patronage and business of cultural, educational, religious, professional, sports and other organizations to utilize the City of Perrysburg and its facilities for such events, all for the benefit of the citizens of the City of Perrysburg, an excise tax of three percent (3%) is hereby levied on transactions by which the lodging by a hotel or transient accommodations is or is to be furnished to transient guests.

(b) For the purpose of the proper administration of this chapter and to prevent evasion of the tax it is presumed that the lodging furnished by hotels to transient guests is subject to the tax until the contrary is established.

(c) An amount equal to 60% of the revenue from the tax levied pursuant to this chapter shall be deposited in a separate fund which shall be used solely to make contributions to convention and visitors bureau operating within the City for the advancement of the cultural development of the community, for promotion and publicizing of the City of Perrysburg as a desirable location for conventions, trade shows and similar events, to encourage the patronage and business of cultural, educational, religious, professional, sports and other organizations to utilize the City of Perrysburg and its facilities for such events, and to provide community event planning and management of community events within the City of Perrysburg, all for the benefit of the citizens of the City of Perrysburg. The balance of such revenue shall be deposited in the General Fund.

The tax imposed by this chapter shall be paid by the transient guest to the vendor, and each vendor shall collect from the transient guest the full and exact amount of the tax payable on each taxable lodging.

If the transaction is claimed to be exempt, the transient guest must furnish to the vendor, and the vendor must obtain from the transient guest, written proof of exempt status. If no such proof of exemption is obtained it shall be presumed the tax applies.

SECTION 2. It is found and determined that all formal actions of Council concerning or relating to the passage of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Perrysburg and the State of Ohio.

SECTION 3. This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the citizens of the City of Perrysburg, Wood County, Ohio, and shall be in full force and effect from and immediately after its passage and approval by the Mayor.

President of Council

Mayor

PASSED: _____

ATTEST: _____

APPROVED: _____

TO: Mayor Mackin
President Smith
Members of City Council

FROM: Timothy W. Effler, Law Director

RE: Ord 30-2023

DATE: September 1, 2023



Subject Matter/Background

City of Perrysburg, Ohio, Codified Ordinance §1235.04 (b) provides the conditions for the approval of special uses for Agriculture, Construction, and Semi-Truck Sales and §1225.08 is the corresponding table for §1235.04 (b). The Planning and Zoning Committee has reviewed the conditions and determined that, in its current form, the code did not account for smaller scale equipment rental business and the Code should expand the Special Approval Use process to accommodate this type of business. This amendment would revise Perrysburg Codified Ordinances §1235.04 (b) and §1225.08 to reflect these changes.

On May 25, 2023, the City of Perrysburg, Ohio, Planning Commission heard the request and recommended approval of the Code amendments. On July 18, 2023, City Council held a public hearing to consider the Code amendments and on August 2, 2023, the Planning and Zoning Committee of City Council considered the request and voted 2-0 to recommend the Code amendments to Council; and,

Financial Review

This Resolution will have no financial impact on the City of Perrysburg.

Legal Review

This legislation has been reviewed and is appropriately before you.

Recommendation

If City Council is in agreement, a motion to suspend the rules, waive the three readings and pass this legislation as an emergency is appropriate.

ORDINANCE 30-2023

AMENDING PERRYSBURG CODIFIED ORDINANCE §1235.04 (b): "SPECIAL APPROVAL USES" & 1225.08: "LAND USE TABLE"; AND DECLARING AN EMERGENCY

WHEREAS, the City of Perrysburg, Ohio, Codified Ordinance §1235.04 (b) provides the conditions for the approval of special uses for Agriculture, Construction, and Semi-Truck Sales and §1225.08 is the corresponding table for §1235.04 (b); and,

WHEREAS, the Planning and Zoning Committee has reviewed the conditions and determined that, in its current form, the code did not account for smaller scale equipment rental business; and,

WHEREAS, it is appropriate to amend and revise Perrysburg Codified Ordinances §1235.04 (b) and §1225.08 to accommodate this type of business.

WHEREAS, on May 25, 2023, the City of Perrysburg, Ohio, Planning Commission heard the request and recommended approval of the Code amendments; and,

WHEREAS, on July 18, 2023, City Council held a public hearing to consider the Code amendments; and,

WHEREAS, on August 2, 2023 the Planning and Zoning Committee of City Council considered the request and voted 2-0 to recommend the Code amendments to Council; and,

WHEREAS, based on these public hearings and on other information available, it has been determined that the public health, safety, morals and general welfare of the community would be improved by approving the Code Amendments.

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY
OF PERRYSBURG, WOOD COUNTY, OHIO:**

SECTION 1. Codified Ordinance §1235.04 (b) which currently reads as:

1235.04 (b) SPECIAL APPROVAL USE.

(b) Agriculture, Construction, Semi-Truck Sales and Service:

(1) Commercial semi-truck sales and service, provided that:

A. No trucks, machinery or equipment are parked or stored within the front yard or on a arterial street within twenty-five (25) feet of the thoroughfare right-of-way;

B. All repairs shall be performed inside a structure; and,

C. The site for such use shall be at least three (3) acres and the depth of the lot shall not be more than three (3) times its width.

(2) Agricultural or construction related equipment sales and service, provided that:

A. No agricultural or construction related equipment shall be parked or stored within the front yard or on arterial streets within twenty-five (25) feet of the thoroughfare right of way;

B. All repairs shall be performed within a structure; and

C. The site for such use shall be at least three (3) acres and the depth of the lot shall not be more than three (3) times its width.

is hereby amended and revised to read:

1250.20 COVERAGE REQUIREMENTS (STREETS).

(b) Agriculture, Construction, Semi-Truck Sales and Service:

(1) Commercial semi-truck sales and service, provided that:

A. No trucks, machinery or equipment are parked or stored within the front yard or on a arterial street within twenty-five (25) feet of the thoroughfare right-of-way;

B. All repairs shall be performed inside a structure; and,

C. The site for such use shall be at least three (3) acres and the depth of the lot shall not be more than three (3) times its width.

(2) Agricultural, construction, and consumer related equipment/tool sales, lease and service, provided that:

A. No agricultural or construction related equipment shall be parked or stored within the front yard or on arterial streets within twenty-five (25) feet of the thoroughfare right of way;

B. All repairs shall be performed within a structure; and

C. The site for such use shall be at least three (3) acres and the depth of the lot shall not be more than three (3) times its width if located in an agricultural zoning district.

D. If located in a commercial zoning district the following shall apply:

1. Equipment shall only be stored in a rear yard, and shall not abut a residential zoning district.

2. If items are displayed outside in a front yard, they may only be on display during business hours and removed each day at the close of business.

3. No equipment in excess of 12,000 lbs. shall be stored on the property.

SECTION 2. Codified Ordinance §1225.08 which currently reads as:

	A1	R1	R2	R3	R4	R5	RM	C1	C2	C3	C4	O S	I 1	I 2	PBP	P	S 1	IN S
Agriculture, Construction, Semi-Truck Sales/Service	S												P	P				

is hereby amended to read:

	A1	R1	R2	R3	R4	R5	RM	C1	C2	C3	C4	O S	I 1	I 2	PBP	P	S 1	IN S
Agriculture, Construction, Semi-Truck Sales, <u>Lease</u> , and Service	S										S		P	P				

SECTION 3. It is found and determined that all formal actions of Council concerning or relating to the passage of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Perrysburg and the State of Ohio.

SECTION 4. This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the citizens of the City of Perrysburg, Wood County, Ohio, and shall be in full force and effect from and immediately after its passage and approval by the Mayor.

President of Council

Mayor

PASSED _____

ATTEST: _____

APPROVED: _____

TO: Mayor Mackin
President Smith
Members of City Council

FROM: Timothy W. Effler, Law Director

RE: Ord 31-2023

DATE: September 1, 2023



Subject Matter/Background

The City of Perrysburg has determined it is appropriate to update 266.15-2 in order to develop new positions in the IT Department, add the positions Income Tax Commissioner, Advanced Certified Paralegal, and CAD Technician-Construction Inspector, and update the job titles of certain employees to better reflect the Perrysburg Codified Ordinances. While there are new positions being added, all of these positions will not be filled immediately. This amendment accommodates prospective growth in the IT Department and will allow for employee growth without necessitating change to the Code.

Financial Review

There is no financial impact to this legislation.

Legal Review

This legislation has been reviewed and is appropriately before you.

Recommendation

If City Council is in agreement, a motion to suspend the rules, waive the three readings, and pass this as a non-emergency is appropriate.

ORDINANCE 31-2023

AN ORDINANCE AMENDING PERRYSBURG CODIFIED ORDINANCE 266.15-2 ; AND DECLARING AN EMERGENCY

WHEREAS, Perrysburg Codified Ordinance 266.15-2 establishes the job titles for Executive Staff, Senior Administrative Staff and Administrative City employees; and,

WHEREAS, the City of Perrysburg has determined it necessary to update and add certain job titles to Code Section 266.15-2; and,

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF PERRYSBURG, WOOD COUNTY, OHIO:

SECTION 1. Codified Ordinance 266.15-2 which currently read as:

Ordinances 266.15-2 which currently reads:

266.15-2 WAGE RANGES FOR EXECUTIVE STAFF, SENIOR ADMINISTRATIVE STAFF AND ADMINISTRATIVE STAFF (including hourly employees)

Broad Band	Title
Band A	City Administrator
Minimum Salary \$100,000	
Maximum Salary \$160,000	
Band B	Assistant City Administrator
Minimum Salary \$80,000	City Engineer
Maximum Salary \$140,000	City Prosecutor
	Director of Public Service
	Director of Public Utilities
	Finance Director
	Fire Chief
	Law Director
	Planning and Zoning Administrator
	Police Chief
	Safety Director
Band C	Deputy Administrator of Planning and Zoning

Minimum Salary \$70,000	Deputy Director of Finance
Maximum Salary \$120,000	Deputy Director of Public Service
	Deputy Director of Public Utilities
	Deputy Fire Chief
	Deputy Police Chief
	Human Resources Manager
	IT Manager
	Police Lieutenant
	Police Support Services Manager (Dispatch, Records)
	WWTP (Wastewater Treatment Program) Manager
Band D	Assistant Prosecutor
Minimum Salary \$50,000	GIS Software Specialist
Maximum Salary \$100,000	OSH Coordinator
	Police Support Services Supervisor
	Staff Engineer
	Superintendent of Field Operations
	Tax Administrator
	Urban Forester
	WWTP Assistant Manager
Band E	Administrative Assistant
Minimum Salary \$45,000	Construction Inspector
Maximum Salary \$75,000	Engineering Technician
	Executive Assistant
	GIS/Software Technician
	IT Support/Network Technician
	Legal Assistant
	Planning and Zoning Inspector
	Public Information Officer
	HR Coordinator
	Storm Water Program Technician

These wage rates shall be reviewed every even year beginning in 2024.

Personnel Committee shall be notified each year of increases or reductions to employees' salaries.

Personnel Committee shall be notified of salaries and fringe benefits for new employees.

Is hereby amended and revised to read:

266.15-2 WAGE RANGES FOR EXECUTIVE STAFF, SENIOR ADMINISTRATIVE STAFF AND ADMINISTRATIVE STAFF (including hourly employees)

Broad Band	Title
Band A	City Administrator
Minimum Salary \$100,000	
Maximum Salary \$160,000	
Band B	Assistant City Administrator
Minimum Salary \$80,000	City Engineer
Maximum Salary \$140,000	Director of Finance
	Director of Law
	Director of Public Safety
	Director of Public Service
	Director of Public Utilities
	Fire Chief
	Municipal Court Prosecutor
	Planning and Zoning Administrator
	Police Chief
Band C	Deputy Administrator of Planning and Zoning
Minimum Salary \$70,000	Deputy Director of Finance
Maximum Salary \$120,000	Deputy Director of Public Service
	Deputy Director of Public Utilities
	Deputy Fire Chief
	Deputy Police Chief
	GIS/Software Administrator
	Hardware/Network/Operations Administrator
	Human Resources Manager
	Income Tax Commissioner
	IT Manager
	Police Lieutenant

	Police Support Services Manager (Dispatch, Records)
	WWTP (Wastewater Treatment Program) Manager
Band D	Advanced Certified Paralegal
Minimum Salary \$50,000	Assistant Prosecutor
Maximum Salary \$100,000	GIS/Software Engineer
	Hardware/Operations Engineer
	OSH Coordinator
	Police Support Services Supervisor
	Staff Engineer
	Superintendent of Field Operations
	Tax Administrator
	Urban Forester
	WWTP Assistant Manager
Band E	Administrative Assistant
Minimum Salary \$45,000	CAD Technician-Construction Inspector
Maximum Salary \$75,000	Construction Inspector
	Engineering Technician
	Executive Assistant
	GIS/Software Technician
	Hardware/Operations Technician
	HR Coordinator
	Legal Assistant
	Public Information Officer
	Stormwater Program Technician
	Zoning Inspector

These wage rates shall be reviewed every even year beginning in 2024.

Personnel Committee shall be notified each year of increases or reductions to employees' salaries.

Personnel Committee shall be notified of salaries and fringe benefits for new employees.

SECTION 2. It is found and determined that all formal actions of Council concerning or relating to the passage of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the

public in compliance with all legal requirements of the City of Perrysburg and the State of Ohio.

SECTION 3. This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the citizens of the City of Perrysburg, Wood County, Ohio, and shall be in full force and effect from and immediately after its passage and approval by the Mayor.

President of Council

Mayor

PASSED _____

ATTEST: _____

APPROVED: _____

TO: Mayor Mackin
President Smith
Members of City Council

FROM: Timothy W. Effler, Law Director

RE: Res 88-2023

DATE: September 1, 2023



Subject Matter/Background

Resolution 56-2023 provided for equity adjustments to the salary of certain City of Perrysburg's non-bargaining unit employees. Exhibit A of Resolution 56-2023 contained an error as to the salary of an employee in the City of Perrysburg and the Mayor and City Council agree that this Amendment is to rectify this error and correct the salary for said certain employee.

Legal Review

This legislation has been reviewed and is appropriately before you.

Recommendation

If City Council is in agreement, a motion to suspend the rules, waive the three readings and pass this legislation as an emergency is appropriate.

RESOLUTION 88-2023

A RESOLUTION AMENDING RESOLUTION 56-2023 AND AUTHORIZING AN EQUITY ADJUSTMENT SALARY INCREASE FOR A CERTAIN CITY OF PERRYSBURG NON-BARGAINING UNIT EMPLOYEE; AND DECLARING AN EMERGENCY

WHEREAS, Resolution 56-2023 provided for equity adjustments to the salary of certain City of Perrysburg's non-bargaining unit employees; and,

WHEREAS, Exhibit A of Resolution 56-2023 contained an error as to the salary of an employee in the City of Perrysburg; and,

WHEREAS, the Mayor and City Council agree that this Amendment is to rectify this error and correct the salary for said certain employee.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PERRYSBURG, WOOD COUNTY, OHIO:

SECTION 1. The Council hereby approves the equity adjustment to the salary of the employee listed in Exhibit A, effective June 12, 2023.

SECTION 3. It is found and determined that all formal actions of Council concerning or relating to the passage of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Perrysburg and the State of Ohio.

SECTION 4. This Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the citizens of the City of Perrysburg, Wood County, Ohio, to ensure the continuity of operations for the City of Perrysburg, and shall be in full force and effect from and immediately after its passage and approval by the Mayor.

President of Council

Mayor

PASSED _____

ATTEST: _____

APPROVED: _____

Exhibit A – RES 88-2023

Employee Name	Position	Current Compensation	Proposed Compensation
Walters, Brodin	Planning & Zoning Administrator	\$ 122,399.98	\$124,799.98

RESOLUTION 90-2023

**A RESOLUTION AUTHORIZING AN INCREASE FOR
CERTAIN CITY OF PERRYSBURG'S NON-BARGAINING
UNIT EMPLOYEES AND DECLARING AN EMERGENCY**

WHEREAS, The Mayor and City Council believe a need exists to have certain City staff engaged in additional and advanced paralegal services for the Law Department and the City of Perrysburg; and,

WHEREAS, The Mayor and City Council have determined that the additional and advanced paralegal services are best suited to be performed by the current Legal Assistant in the Prosecutor's Office; and,

WHEREAS, along with these additional duties for this new position (Advanced Certified Paralegal) will be additional compensation (Exhibit A) that will require City Council approval pursuant to Perrysburg Codified Ordinance §266.11(1)(b); and,

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PERRYSBURG, WOOD COUNTY, OHIO:

SECTION 1. The Council hereby approves the additional compensation for the Advanced Certified Paralegal for performing additional duties per Exhibit A, effective June 12, 2023.

SECTION 2. It is found and determined that all formal actions of Council concerning or relating to the passage of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Perrysburg and the State of Ohio.

SECTION 3. This Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the citizens of the City of Perrysburg, Wood County, Ohio, and shall be in full force and effect from and immediately after its passage and approval by the Mayor.

President of Council

Mayor

PASSED: _____

ATTEST: _____

APPROVED: _____

Exhibit A – RES 90-2023

Employee Name	Position	Current Compensation	Proposed Compensation
Hamilton, Jennifer	Advanced Certified Paralegal	\$ 66,000.00	\$71,988.80

TO: Mayor Mackin
President Smith
Members of City Council

FROM: Timothy W. Effler, Law Director

RE: Ordinances 26-2023, 27-2023, 28-2023

DATE: August 11, 2023



Subject Matter/Background

Ordinances 26-2023, 27-2023, and 28-2023 are all changes to the Perrysburg Codified Ordinances. Ordinances 26-2023 and 28-2023 are updates solely for clarity, roles and certain titles have changed and therefore the code is being updated to reflect the current staff titles and responsibilities.

Ordinance 27-2023 is a change to the rules regarding the placement of Trees in parking lots that abuts a right of way, changing the requirement from a tree every 30 feet to every 50 feet.

Financial Review

These Ordinances will have no financial impact on the City.

Legal Review

This legislation has been reviewed and is appropriately before you.

Recommendation

This will be the first reading for all of these ordinances. No vote is required.

ORDINANCE 26-2023

AMENDING PERRYSBURG CODIFIED ORDINANCE §1250.12 "PLANTING PLAN REVIEW"

WHEREAS, the City of Perrysburg, Ohio, Codified Ordinance §1250.12 provides the procedures utilized for review of the planting plan, including the placement of street trees within the public right-of way set forth in the Site Design Standards; and,

WHEREAS, there have been changes in the procedures for the planting of street trees within the public right-of-way; and,

WHEREAS, it is appropriate to amend and revise Perrysburg Codified Ordinance §1250.10 to reflect these changes to the procedure.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF PERRYSBURG, WOOD COUNTY, OHIO:

SECTION 1. Codified Ordinance §1250.12 which currently reads as:

1250.12 PLANTING PLAN REVIEW.

(a) The planting plan shall be reviewed for the proper spacing, height, placement, location and type of plant materials relative to the following:

(1) To insure landscape screens are the length and width so the required horizontal and vertical obscuring effect of proposed land uses will be achieved.

(2) To insure landscape planting areas are planted within the minimum requirements as set forth in this Chapter.

(b) The choice and selection of plant materials shall be such as to insure that root systems will not interfere with public utilities and that fruit and other debris (excluding leaves) will not constitute a nuisance within public rights-of-way or to abutting property owners.

(c) The choice and selection of plant materials shall be of types that will survive and thrive in the area in which they are to be located. It is suggested that a mixture of plant materials (evergreen and deciduous trees and shrubs) be provided in all landscape plans as a protective measure against disease and insect infestation. Where landscape screens are required, a proper relationship shall exist between deciduous and evergreen plantings.

(d) The size of plant materials (both starting and ultimate) shall provide the following:

(1) Where landscape screens are required they shall insure that adequate maturity and optimum screening effect will result.

(2) Where landscape planting areas are required, such areas are to be safely located from any building, points of ingress or egress and not create a traffic hazard.

(e) Review of landscape plans shall be provided by the City as a part of site plan review. Where site plan approval by the Planning Commission is required the Planning Commission will provide such review. Street trees within the public right-of-way will also be reviewed and approved by the City Street Tree Commission.

is hereby amended and revised to read:

1250.12 PLANTING PLAN REVIEW.

(a) The planting plan shall be reviewed for the proper spacing, height, placement, location and type of plant materials relative to the following:

(1) To insure landscape screens are the length and width so the required horizontal and vertical obscuring effect of proposed land uses will be achieved.

(2) To insure landscape planting areas are planted within the minimum requirements as set forth in this Chapter.

(b) The choice and selection of plant materials shall be such as to insure that root systems will not interfere with public utilities and that fruit and other debris (excluding leaves) will not constitute a nuisance within public rights-of-way or to abutting property owners.

(c) The choice and selection of plant materials shall be of types that will survive and thrive in the area in which they are to be located. It is suggested that a mixture of plant materials (evergreen and deciduous trees and shrubs) be provided in all landscape plans as a protective measure against disease and insect infestation. Where landscape screens are required, a proper relationship shall exist between deciduous and evergreen plantings.

(d) The size of plant materials (both starting and ultimate) shall provide the following:

(1) Where landscape screens are required they shall insure that adequate maturity and optimum screening effect will result.

(2) Where landscape planting areas are required, such areas are to be safely located from any building, points of ingress or egress and not create a traffic hazard.

(e) Review of landscape plans shall be provided by the City as a part of site plan review. Where site plan approval by the Planning Commission is required the Planning Commission will provide such review. Plans for street trees within the public right-of-way will be designed, created and approved by the City Street Tree Commission.

SECTION 2. It is found and determined that all formal actions of Council concerning or relating to the passage of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Perrysburg and the State of Ohio.

SECTION 3. This Ordinance shall be in full force and effect at the earliest time permitted by law.

President of Council

Mayor

PASSED _____

ATTEST: _____

APPROVED: _____

ORDINANCE 27-2023

AMENDING PERRYSBURG CODIFIED ORDINANCE §1250.20 "COVERAGE REQUIREMENTS (STREETS)"

WHEREAS, the City of Perrysburg, Ohio, Codified Ordinance §1250.20 provides the coverage requirements (streets) necessary in Site Design Standards; and,

WHEREAS, the Street Tree Commission has reviewed the coverage requirements and determined that there should be additional space between trees planted in the public right-of-way; and,

WHEREAS, it is appropriate to amend and revise Perrysburg Codified Ordinance §1250.20 to reflect these changes to the procedure.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF PERRYSBURG, WOOD COUNTY, OHIO:

SECTION 1. Codified Ordinance §1250.20 which currently reads as:

1250.20 COVERAGE REQUIREMENTS (STREETS).

(a) Street landscaping shall be required along any side of a parking lot that abuts the right-of-way of any street, road or highway.

(b) A landscape strip ten (10) feet in depth shall be located between the abutting right-of-way and the parking lot.

(c) One (1) large deciduous tree shall be planted at an average of every thirty (30) linear feet of the landscaping, but such trees may be clustered.

(d) A hedge wall or other durable landscape barrier of at least two and one-half (2 ½) feet mature height and not less than one and one-half (1 ½) feet initial height shall extend the entire length of the landscape strip. The first twenty-five (25) feet on both sides of any access driveway pavement is excluded from this requirement.

(e) One (1) shrub or vine at an average of every ten (10) feet of non-living durable barrier shall be planted between the barrier and the street and between the barrier and the parking lot.

(f) The owners and their agents shall be responsible for providing, protecting and maintaining all landscaping in a healthy and growing condition, neat and orderly in appearance, replacing it when necessary and keeping it free of refuse and debris.

is hereby amended and revised to read:

1250.20 COVERAGE REQUIREMENTS (STREETS).

(a) Street landscaping shall be required along any side of a parking lot that abuts the right-of-way of any street, road or highway.

(b) A landscape strip ten (10) feet in depth shall be located between the abutting right-of-way and the parking lot.

(c) One (1) large deciduous tree shall be planted at an average of every fifty (50) linear feet of the landscaping, but such trees may be clustered.

(d) A hedge wall or other durable landscape barrier of at least two and one-half (2 ½) feet mature height and not less than one and one-half (1 ½) feet initial height shall extend the entire length of the landscape strip. The first twenty-five (25) feet on both sides of any access driveway pavement is excluded from this requirement.

(e) One (1) shrub or vine at an average of every ten (10) feet of non-living durable barrier shall be planted between the barrier and the street and between the barrier and the parking lot.

(f) The owners and their agents shall be responsible for providing, protecting and maintaining all landscaping in a healthy and growing condition, neat and orderly in appearance, replacing it when necessary and keeping it free of refuse and debris.

SECTION 2. It is found and determined that all formal actions of Council concerning or relating to the passage of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Perrysburg and the State of Ohio.

SECTION 3. This Ordinance shall be in full force and effect at the earliest time permitted by law.

President of Council

Mayor

PASSED _____

ATTEST: _____

APPROVED: _____

ORDINANCE 28-2023

AMENDING PERRYSBURG CODIFIED ORDINANCE §278.01 “ESTABLISHMENT” OF THE CITY OF PERRYSBURG STREET TREE COMMISSION

WHEREAS, the City of Perrysburg, Ohio, Codified Ordinance §278.01 provides a list of the necessary members that shall be a part of the Perrysburg Street Tree Commission; and,

WHEREAS, there have been changes in the titles and designations of positions within the City; and,

WHEREAS, it is appropriate to amend and revise Perrysburg Codified Ordinance §278.01 to reflect these changes and properly identify City personnel.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF PERRYSBURG, WOOD COUNTY, OHIO:

SECTION 1. Codified Ordinance §278.01 which currently reads as:

278.01 ESTABLISHMENT

There is hereby created and established a Street Tree Commission of the City of Perrysburg, County of Wood, State of Ohio, consisting of the following eight members: The Director of Public Service; the Operations Manager; the Director of Planning and Zoning; and five residents of the City who shall be appointed by the Mayor with the approval of Council. One of the five residents shall be a landscape architect, certified arborist or forester.

is hereby amended and revised to read:

278.01 ESTABLISHMENT

There is hereby created and established a Street Tree Commission of the City of Perrysburg, County of Wood, State of Ohio, consisting of the following eight members: The Director of Public Service **or their designee**; **The Urban Forester**; the Director of Planning and Zoning **or their designee**; and five residents of the City who shall be appointed by the Mayor with the approval of Council. One of the five residents shall be a landscape architect, certified arborist or forester.

SECTION 2. It is found and determined that all formal actions of Council concerning or relating to the passage of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Perrysburg and the State of Ohio.

SECTION 3. This Ordinance shall be in full force and effect at the earliest time permitted by law.

President of Council

Mayor

PASSED _____

ATTEST: _____

APPROVED: _____

TO: Mayor Mackin
President Smith
Members of City Council

FROM: Timothy W. Effler, Law Director

RE: Res 89-2023

DATE: September 1, 2023



Subject Matter/Background

This is a Resolution authorizing the City Engineer to apply for a grant through the Ohio Public Works Commission. This grant will assist with paving projects throughout the City.

Financial Review

This project is not yet in the City's budget as work will begin no sooner than 2024.

Legal Review

This legislation has been reviewed and is appropriately before you.

Recommendation

If City Council is in agreement, a motion to suspend the rules, waive the three readings and pass this legislation as an emergency is appropriate. An emergency is requested because this grant is due by September 8, 2022.

RESOLUTION 89-2023

A RESOLUTION AUTHORIZING THE CITY ENGINEER TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT PROGRAM AND TO EXECUTE CONTRACTS AS REQUIRED; AND DECLARING AN EMERGENCY

WHEREAS, the State Capital Improvement Program and the Local Transportation Improvement Program both provide financial assistance to political subdivisions for capital improvements to public infrastructure; and

WHEREAS, the City of Perrysburg is planning to make capital improvements to roads within the municipality; and

WHEREAS, the infrastructure improvement herein described in Exhibit A is considered to be a priority need for the community and is a qualified project under the OPWC programs; and

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PERRYSBURG, WOOD COUNTY, OHIO:

SECTION 1. The City Engineer is hereby authorized to apply to the OPWC for funds to make capital improvements to roads within the municipality, see attached Exhibit A.

SECTION 2. The City Engineer is authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

SECTION 3. It is found and determined that all formal actions of Council concerning or relating to the passage of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Perrysburg and the State of Ohio.

SECTION 4. This Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the citizens of the City of Perrysburg, Wood County, Ohio; as this application must be submitted by September 8, 2023, this Resolution shall be in full force and effect from and immediately after its passage and approval by the Mayor.

President of Council

Mayor

PASSED: _____

ATTEST: _____

APPROVED: _____



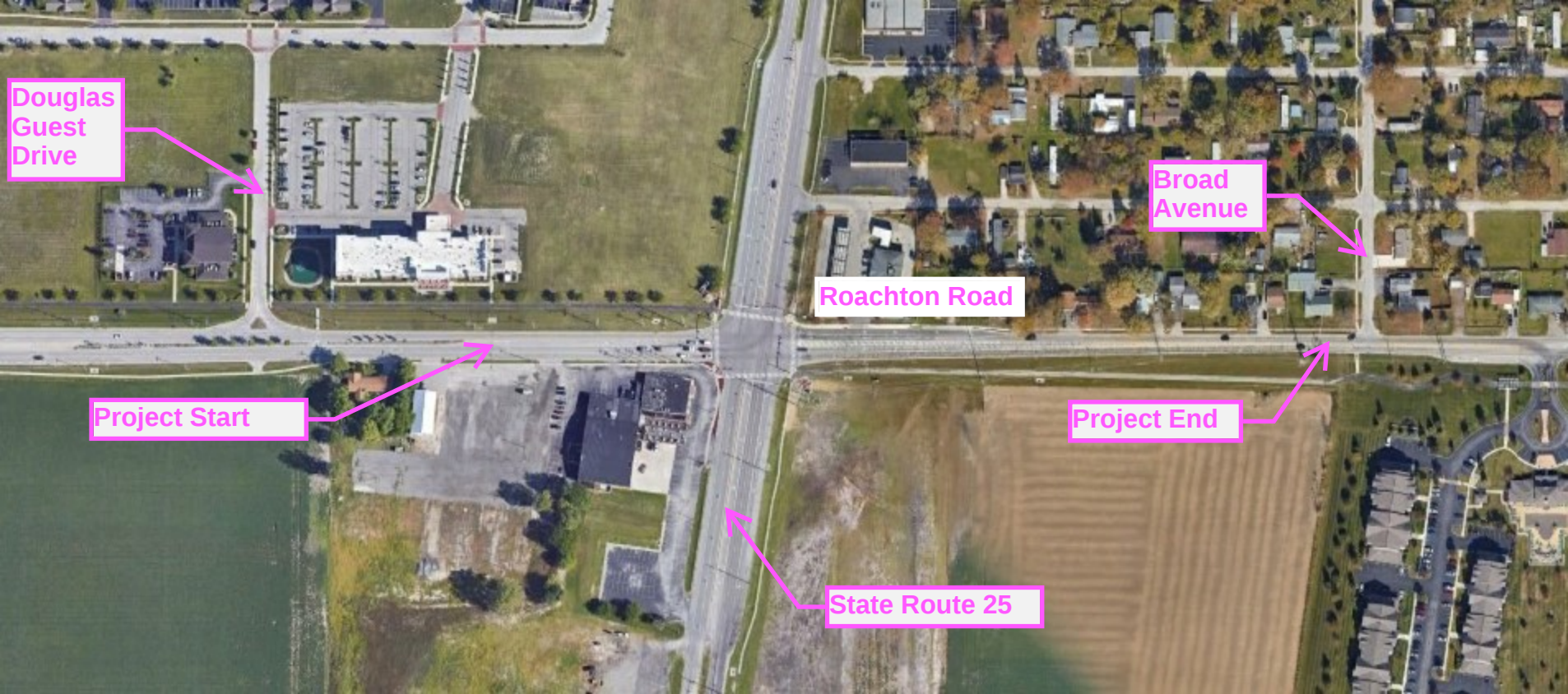
SR 25

Project Start

Five Point Road

Summerfield
Boulevard

Project End



Douglas
Guest
Drive

Broad
Avenue

Roachton Road

Project Start

Project End

State Route 25