



**CITY OF PERRYSBURG
CITY COUNCIL
AGENDA**

September 17, 2024

1. Call to Order - 6:30 PM
2. Roll Call
3. Pledge of Allegiance
4. Minutes of Public Hearings of September 3, 2024
5. Minutes of Council Meeting of September 3, 2024
6. Special Reports
7. Letters, Communications, and Citizens Communications
8. Administrative Reports
 - a. Mayor
 - b. City Administrator
 - c. Finance Director
 - d. Law Director
9. President of Council Report
10. Committee Reports

a. Finance & Economic Development

Ordinance# 56-2024

AN ORDINANCE ADDING CODIFIED ORDINANCE §252.07 "DEPOSIT OF PUBLIC MONEYS" TO THE CITY OF PERRYSBURG CODIFIED ORDINANCES

3rd Reading, vote requested

Resolution# 101-2024

A RESOLUTION TO APPROVE THEN AND NOW CERTIFICATES IN THE AMOUNT OF EIGHT THOUSAND EIGHT HUNDRED NINETY-ONE DOLLARS AND NINETY-ONE CENTS (\$8,891.91), AS ATTACHED IN EXHIBIT A, FOR THE CITY OF PERRYSBURG; AND DECLARING AN EMERGENCY

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

Ordinance# 62-2024

AN ORDINANCE AMENDING ORDINANCE 33-2023 TO AMEND

APPROPRIATIONS FOR CURRENT EXPENSES AND OTHER
EXPENDITURES FOR THE YEAR ENDING DECEMBER 31, 2024; AND
DECLARING AN EMERGENCY

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

b. Safety

Resolution# 102-2024

A RESOLUTION TO APPROVE THE WOOD COUNTY FINAL PLAN FOR
IMPLEMENTING AND OPERATING COUNTYWIDE 9-1-1 SYSTEM

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

c. Recreation

d. Planning & Zoning

e. Personnel

Ordinance# 60-2024

AN ORDINANCE AMENDING CODIFIED ORDINANCE §266.11-3
“LONGEVITY PAY” PREVIOUSLY ADOPTED THROUGH ORDINANCE 93-
2003 ON JUNE 17, 2003

2nd Reading, no vote required

Ordinance# 61-2024

AN ORDINANCE ADDING CODIFIED ORDINANCE §266.06-5 “PERSONAL
LEAVE TIME CONVERSION” TO THE CITY OF PERRYSBURG
PERSONNEL CODE

2nd Reading, no vote required

f. Public Utilities

g. Service

11. Other Business

12. Adjournment

TO: Mayor Mackin
President Fuller
Members of City Council

FROM: Timothy W. Effler, Law Director

RE: Ordinance 56-2024

DATE: June 11, 2024



Subject Matter/Background

Codified Ordinance §252.07 is being added to the Code, pursuant to Ohio R.C. 9.38, in order to safeguard public moneys between the day received and the day deposited.

The Administration has reviewed the Code and is recommending that certain areas should be modified in order to allow for a more streamlined contracting process within the City.

This addition outlines the timeline for deposits and the means for safekeeping funds between receipt and deposit.

Financial Review

This legislation will have no financial impact on the City.

Legal Review

This legislation has been reviewed and is appropriately before you.

Recommendation

First Reading – 8/6/2024

Second Reading – 9/3/2024

Third Reading and Vote – 9/17/2024

ORDINANCE 56-2024

AN ORDINANCE ADDING CODIFIED ORDINANCE §252.07 “DEPOSIT OF PUBLIC MONEYS” TO THE CITY OF PERRYSBURG CODIFIED ORDINANCES

WHEREAS, the City is reviewing and amending certain portions of the City of Perrysburg’s Codified Ordinances (“Code”); and,

WHEREAS, pursuant to Ohio R.C. 9.38, and in order to safeguard public moneys between the day received and the day deposited, the City is adding Ordinance §252.07 establishing “Deposit of Public Moneys” to the Code; and,

WHEREAS, the Finance Committee considered this legislation at its meeting on July 9, 2024 and unanimously recommended advancement to City Council.

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

SECTION 1. Codified Ordinance §252.07 shall read:

DEPOSIT OF PUBLIC MONEYS.

The City of Perrysburg, pursuant to Ohio R.C. 9.38, adopts the following policy for the handling and depositing of public moneys.

- (a) A person who is a public official shall deposit all public moneys received by that person with the City’s designated depository on the business day next following the day of receipt, if the total amount of such moneys received exceeds one thousand dollars (\$1,000).
- (b) If the total amount of the public moneys so received does not exceed one thousand dollars (\$1,000), the person shall deposit the moneys with the City’s designated depository within three (3) business days next following the day of receipt.
- (c) If a person who is a public official receives public moneys for a public office of which that person is not a public official, that person shall, during the first business day of the next week, pay to the proper public official of the proper public office the moneys so received during the current week.
- (d) All undeposited funds shall be kept in a permanent, locked location that cannot be easily transported from one location to another, such as a safe, a locked filing cabinet, or a locked desk drawer. The keys to such locations shall be kept in a separate location, under the care of individuals responsible for depositing the public moneys. Drawers, cabinets and safes shall be kept locked until such time that a deposit is prepared and taken to the City’s designated depository.

Under no circumstances shall moneys be left unattended, unsecured, or in open view.

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: _____

Timothy W. Effler
LAW DIRECTOR

TO: Mayor Mackin
President Fuller
Members of City Council

FROM: Timothy W. Effler, Law Director

RE: Resolution 101-2024

DATE: September 11, 2024



Subject Matter/Background

The Finance Department is submitting a list of items requiring a Then & Now Certificate. Such certificate certifies that both at the time of the making of the contract or order and at the date of the execution of this certification, the amount requested was appropriated for such contract or order and is in the treasury or in the process of collection and free from any previous encumbrances. Any time a purchase is made before a purchase order is issued, a then and now situation is created.

Certificates for purchases greater than or equal to \$3,000, that were not already approved on a purchase order, are required to be approved by Council per ORC 5705.41.

Items included in this Then and Now Request include various supplies and services spanning multiple City departments.

The total for all items totals \$8,891.91

Financial Review

The accounts are listed in the Exhibit.

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 to ensure proper compliance the State of Ohio Auditors rules for Then and Now.

RESOLUTION 101-2024

**A RESOLUTION TO APPROVE THEN AND NOW CERTIFICATES
IN THE AMOUNT OF EIGHT THOUSAND EIGHT HUNDRED
NINETY-ONE DOLLARS AND NINETY-ONE CENTS (\$8,891.91), AS
ATTACHED IN EXHIBIT A, FOR THE CITY OF
PERRYSBURG; AND DECLARING AN EMERGENCY**

WHEREAS, The Ohio Revised Code 5705.41(D)(1) provides that if prior certification of funds by the Fiscal Officer was not obtained before the contract or order involving the expenditure of money was made, then the Fiscal Officer may instead certify; and

WHEREAS, that there was at the time of making such contract or order and at the time of the execution of such certificate, a sufficient sum appropriated for the purpose of such contract and in the treasury or in process of collection to the credit of an appropriate fund, free from any encumbrances; and

WHEREAS, the Fiscal Officer is accordingly certifying that there were appropriations available and the funds in the treasury or in the process of collection at the time of the contract or order were made (then), and there are still sufficient appropriations and funds in the treasury or in the process of collection at the time the certificate is being issued (now); and

WHEREAS, the amount of the certificates exceeds \$3,000.00.

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

SECTION 1. It is hereby certified that both at the time of the making of the attached contract(s) or order(s) and at the date of the execution of this certificate, the amount of funds required to pay for this contract(s) or order(s) had been appropriated for the purpose of this contract or order, attached hereto, and is in the treasurer or in the process of collection to the credit of the fund free from any previous encumbrances.

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 so that the certificate meets the timeliness requirements of the Ohio State Auditor; 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: _____

Timothy W. Effler
LAW DIRECTOR

Then and Now Requests For
9/10/2024

Invoice Date	Vendor	Item	Total Cost	Department	Expense Account
8/26/2024	CDI	Document Software	8,891.91	IT	1110-11755-53215
					5331-61814-53215
					5332-61826-53215

TO: Mayor Mackin
President Fuller
Members of City Council

FROM: Timothy W. Effler, Law Director

RE: Ord 62-2024

DATE: September 11, 2024



Subject Matter/Background

Throughout the year, budget amendments may be necessary to move appropriations from one account to another or to request additional funding. While monitoring the budget through the beginning of September 2024 it was found that modifications need to be made.

These modifications can be found in Exhibit A.

Financial Review

The accounts associated with the modifications can be found in Exhibit A.

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 an Emergency is appropriate. The Finance Department is requesting an emergency to ensure such appropriations, powers, and duties within the annual budget shall be in effect immediately.

ORDINANCE 62-2024

AN ORDINANCE AMENDING ORDINANCE 33-2023 TO AMEND APPROPRIATIONS FOR CURRENT EXPENSES AND OTHER EXPENDITURES FOR THE YEAR ENDING DECEMBER 31, 2024; AND DECLARING AN EMERGENCY

WHEREAS, to provide for current expenses and other expenditures for the fiscal year ending December 31, 2024, the City of Perrysburg, Ohio, approved the 2024 city budget pursuant to Ordinance 33-2023 and subsequently amended by Ordinance 4-2024, Ordinance 10-2024, Ordinance 29-2024, Ordinance 36-2024, Ordinance 48-2024, and Ordinance 55-2024; and,

WHEREAS, it has been determined by the Mayor and Director of Finance that certain amendments should be made to the revenues, expenditures, and appropriations described in the approved 2024 budget for the City of Perrysburg, Wood County, Ohio; and,

WHEREAS, in order to reflect appropriate adjustments to the budget and otherwise provide for necessary appropriations, it is reasonable and appropriate to amend Ordinance 33-2023.

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

SECTION 1. To provide for current expenses and other expenditures for the City of Perrysburg, Ohio, during the fiscal year ending December 31, 2024, sums are set aside and appropriated as stated in Exhibit A attached hereto.

SECTION 2. To the extent the sums set aside and appropriated as stated in Exhibit A change those stated in Ordinance 33-2023, that Ordinance is amended.

SECTION 3. The Director of Finance is authorized to draw their warrant upon the City Treasury in the amount appropriated and for the purposes stated in this Ordinance upon receiving the proper certificates and vouchers therefore, approved by the officer authorized by law to approve the same or authorized by an ordinance or resolution of Council to make the expenditure.

SECTION 4. The Mayor and Director of Finance are authorized to enter into contracts in accordance with the laws of the State of Ohio and the Charter, ordinances, and resolutions of the City of Perrysburg, Ohio.

SECTION 5. 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 6. 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, in order to ensure that such appropriations, powers, and duties within the annual budget shall be in effect immediately, 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: _____

Timothy W. Effler
LAW DIRECTOR

Budget Amendments - September 2024

Department	Account	Description	Amount
Health	1110-31335-53999	Other - Services	\$ 275.00
Recreation	1110-41650-53010	Contract Labor	\$ (20,000.00)
Recreation	1110-41650-50201	Employee Full Time Wages	\$ 15,000.00
Recreation	1110-41650-51010	OPERS	\$ 4,100.00
Recreation	1110-41650-51150	Workers Compensation	\$ 900.00
Pool	1110-41648-53825	Building Repairs and Maintenance	\$ (15,000.00)
Pool	1110-41648-54999	Other Supplies and Materials	\$ 29,000.00
City Wide	4403-11755-55999	Other - Capital Outlay	\$ (53,620.00)
City Wide	4403-11755-57203	Debt Issuance Costs	\$ 53,620.00
City Wide	4403-11755-55999	Orleans Park Path Construction	\$ 223,733.25
Total General Fund			\$ 238,008.25
Municipal Court - Computer Fund	2238-11820-53215	Communication/Technical Services - Accurint Software	\$ 13,000.00
Municipal Court - Special Projects	2241-11720-53999	Other - Services	\$ 20,000.00
Police	2823-21232-54999	Other - Supplies and Materials	\$ (6,394.00)
Police	2823-21232-53999	Other - Services	\$ 6,394.00
Water	5401-61814-55999	Other - Capital Outlay - East Boundary Pump Station Meter Chamber Design	\$ 53,800.00
Sewer	5402-61826-53412	Auditor and Treasurer Fees - Fees for Real Estate Taxes	\$ 3,100.00
Cemetery	7508-11085-53412	Auditor and Treasurer Fees - Fees for Real Estate Taxes	\$ 100.00
Fire Loss Claims	7518-11761-56900	Remittance	\$ 3,230.80
Total Other Funds			\$ 93,230.80

TO: Mayor Mackin
President Fuller
Members of City Council

FROM: Timothy W. Effler, Law Director

RE: Resolution 102-2024

DATE: September 11, 2024



Subject Matter/Background

Pursuant to Ohio Revised Code 128.06, Wood County has established a 9-1-1 Program Review Committee. In order to obtain state funding for the county's 9-1-1 system, this committee is required to develop a Final Plan for Implementing and Operating a Countywide 9-1-1 System.

The 9-1-1 Program Review Committee recently approved Wood County's Final Plan (a copy is attached). The committee is required to send a copy of this plan to the Board of County Commissioners, the legislative authority of each municipal corporation in the county, and to each board of township trustees in the county.

Pursuant to Ohio Revised Code 128.08, the Board of County Commissioners and the legislative authority of each municipal corporation and each township in the county must approve or disapprove the Final Plan by resolution within 60 days of receiving it. The resolution must be submitted to the Board of County Commissioners. Under the statute, failure to notify the commissioners is deemed a disapproval of the Final Plan. Subdivisions representing at least 60% of the population of the county and the County Commissioners must approve the plan for it to be enacted.

The City of Perrysburg would like to approve the plan.

Financial Review

This legislation has no financial impact on the City.

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 vote on this Resolution is recommended.

RESOLUTION 102-2024

A RESOLUTION TO APPROVE THE WOOD COUNTY FINAL PLAN FOR IMPLEMENTING AND OPERATING COUNTYWIDE 9-1-1 SYSTEM

WHEREAS, pursuant to Ohio Revised Code §128.08(A), within sixty days after receipt of the Final Plan for Implementing and Operating a Countywide 9-1-1 System, the legislative authority of each municipal corporation in the county and of each township whose territory is proposed to be included in a countywide 9-1-1 system shall act by resolution to approve or disapprove the plan. Each such authority shall immediately notify the board of county commissioners in writing of its approval or disapproval. Failure by a board or legislative authority to notify the board of county commissioners of approval or disapproval within such sixty-day period shall be deemed disapproval by the board or authority; and,

WHEREAS, the City of Perrysburg would like to approve the Wood County Final Plan for Implementing and Operating a Countywide 9-1-1 System.

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

Section 1. The Council of the City of Perrysburg, Wood County, Ohio, hereby approves the Wood County Final Plan for Implementing and Operating a Countywide 9-1-1 System.

Section 2. The Clerk of Council is hereby directed to provide a certified copy of this Resolution to the to the Wood County Commissioner's Office.

Section 3. It is found and determined that all formal actions of this legislative body concerning and relating to the adoption of this resolution were adopted in an open meeting, and that all deliberations of this Board and of any of its committees that resulted in those formal actions were in meetings open in the public, in compliance with law.

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

President of Council

Mayor

PASSED: _____

ATTEST: _____

APPROVED: _____

Timothy W. Effler
LAW DIRECTOR

CERTIFICATE

STATE OF OHIO, WOOD COUNTY

I, the undersigned Clerk of the City of Perrysburg, Wood County, Ohio, certifies that the foregoing is a true copy of Resolution 102-2024, passed by the Council of the City of Perrysburg, Wood County, Ohio on September 17, 2024.

Date: September 17, 2024

Clerk of Council

Board of County Commissioners

Craig LaHote Dr. Theodore H. Bowlus Doris I. Herringshaw, Ed.D.



September 6, 2024

Dear Township and Municipal Officials:

Pursuant to Ohio Revised Code 128.06, Wood County has established a 9-1-1 Program Review Committee. In order to obtain state funding for the county's 9-1-1 system, this committee is required to develop a Final Plan for Implementing and Operating a Countywide 9-1-1 System. The membership of this committee is set by statute and includes:

- Craig LaHote - representing the Wood County Commissioners and serving as Chairman of the 9-1-1 Program Review Committee.
- Mayor Mike Aspacher - chief executive officer of most populous municipal corporation.
- Gary Britten - representing the Board of Township Trustees of most populous township.
- Doug Kale - trustee selected by the majority of boards of township trustees in the county.
- Sheriff Mark Wasylyshyn - an elected official within the county appointed by the Wood County Commissioners.
- Vacant - council member selected by the majority of legislative authorities of municipal corporations in the county.

The 9-1-1 Program Review Committee recently approved Wood County's Final Plan (a copy is attached). The committee is required to send a copy of this plan to the Board of County Commissioners, the legislative authority of each municipal corporation in the county, and to each board of township trustees in the county.

Pursuant to Ohio Revised Code 128.08, the Board of County Commissioners and the legislative authority of each municipal corporation and each township in the county must **approve or disapprove the Final Plan by resolution within 60 days of receiving it**. The resolution must be submitted to the Board of County Commissioners. Under the statute, failure to notify the commissioners is deemed a disapproval of the Final Plan. Subdivisions representing at least 60% of the population of the county and the County Commissioners must approve the plan for it to be enacted.

We have attached a sample resolution for your convenience. Please feel free to modify the format to meet your needs. Additionally, **please note that due to the statutory timeframe, an expedited approval process may be required.**

Please feel free to contact me or any of the committee members with questions, comments or concerns regarding this Final Plan. We appreciate your time and consideration.

Respectfully,

A handwritten signature in blue ink, appearing to read "Craig LaHote", is written over the typed name.

Craig LaHote
9-1-1 Program Review Committee, Chairman

County Final Plan for Counties following:

ORC §128.06 (A)



**Department of
Administrative
Services**

9-1-1 Program Office

County: Wood

Date: 04/01/2024

Please enter Name, Title, and Agency Represented, for each of the six (6) voting members of your County 9-1-1 Program Review Committee below:

1. **President Craig LaHote**
Board of County Commissioners Member or Designee, Chairperson
2. **Mayor Mike Aspacher**
Chief Executive Officer of most populous municipal corporation in the County
3. **Perrysburg Twp. Trustee Gary Britten**
A member of the board of township trustees of the most populous township in the county as selected by majority vote of the board of trustees
4. **Liberty Twp. Trustee Douglas Kale**
A member of a board of township trustees selected by the majority of boards of township trustees in the county pursuant to resolutions they adopt
5. **TBD**
A member of the legislative authority of a municipal corporation in the county selected by the majority of the legislative authorities of municipal corporations in the county pursuant to resolutions they adopt
6. **Sheriff Mark Wasylyshyn**
An elected official from within the county appointed by the board of county commissioners

§128.07(A)(1): Which telephone companies serving customers in the county and, as authorized in division (A) of section 128.03 of the Revised Code, in an adjacent county will participate in the 9-1-1 system?

ILECS: Frontier, AT&T, CenturyLink, McClure

Verizon Wireless, AT&T Mobility, T-Mobile USA

County Final Plan for Counties following:

ORC §128.06



**Department of
Administrative
Services**

9-1-1 Program Office

§128.07(A)(2): Please list locations of the Public Safety Answering Points (PSAPs) as defined in §128.01(P) in your service area and include the number of 9-1-1 Positions:

PSAP Name: Wood County Sheriff

PSAP Location: 1960 EAST GYPSY LANE RD BOWLING GREEN OH # of 9-1-1 Positions: 8

PSAP Name: Bowling Green City Police

PSAP Location: 175 W WOOSTER ST BOWLING GREEN OH # of 9-1-1 Positions: 2

PSAP Name: Perrysburg City Police

PSAP Location: 330 WALNUT ST PERRYSBURG OH # of 9-1-1 Positions: 2

PSAP Name: Perrysburg Twp. Police

PSAP Location: 26711 LIME CITY RD PERRYSBURG OH # of 9-1-1 Positions: 2

PSAP Name: Bowling Green State University

PSAP Location: 100 COLLEGE PARK BOWLING GREEN OH # of 9-1-1 Positions: 2

PSAP Name: Northwood Police

PSAP Location: 6000 WALES RD NORTHWOOD OH # of 9-1-1 Positions: 1

PSAP Name:

PSAP Location: # of 9-1-1 Positions:

PSAP Name:

PSAP Location: # of 9-1-1 Positions:

PSAP Name:

PSAP Location: # of 9-1-1 Positions:

PSAP Name:

PSAP Location: # of 9-1-1 Positions:

§128.07(A)(2): How will each PSAP listed above connect to the County's preferred Next Generation 9-1-1 (NG91-1) System?

PSAP Name: Wood County Sheriff

Connection description:

Wood County OH and Ottawa County OH share a geo-diverse, geo-redundant VESTA (Motorola) 9-1-1 System. Wood County (side A) and Ottawa County (side B) will have a single connection to the State of Ohio core services. The VESTA system will handle call routing, single-button call transfer and the data delivery of ANI/ALI to the central CAD System (County-wide CAD operational in 2025).

County Final Plan for Counties following:

ORC §128.06 (A)



**Department of
Administrative
Services**

9-1-1 Program Office

PSAP Name: Bowling Green City Police

Connection description:

See above connection description for connectivity. Answering point will receive wireline calls from within their boundary or dispatch area responding to calls directly by dispatching an emergency service provider including police, fire and EMS. Wireless calls will be received by the Sheriff's office to dispatch Fire/EMS directly and one-button transfer law related calls after entering the call in the county-wide CAD System (Oct 2025) to assist the transfer of the call.

PSAP Name: Perrysburg City Police

Connection description:

See above connection description for connectivity. Answering point will receive wireline calls from within their boundary or dispatch area responding to calls directly by dispatching an emergency service provider including police, fire and EMS. Wireless calls will be received by the Sheriff's office to dispatch Fire/EMS directly and one-button transfer law related calls after entering the call in the county-wide CAD System (Oct 2025) to assist the transfer of the call.

PSAP Name: Perrysburg Twp. Police

Connection description:

See above connection description for connectivity. Answering point will receive wireline calls from within their boundary or dispatch area responding to calls directly by dispatching an emergency service provider including police, fire and EMS. Wireless calls will be received by the Sheriff's office to dispatch Fire/EMS directly and one-button transfer law related calls after entering the call in the county-wide CAD System (Oct 2025) to assist the transfer of the call.

PSAP Name: Bowling Green State University

Connection description:

See above connection description for connectivity. Answering point will receive wireline calls from within their boundary or dispatch area responding to calls directly by dispatching an emergency service provider including police, fire and EMS. Wireless calls will be received by the Sheriff's office to dispatch Fire/EMS directly and one-button transfer law related calls after entering the call in the county-wide CAD System (Oct 2025) to assist the transfer of the call.

PSAP Name: Northwood Police

Connection description:

See above connection description for connectivity. Answering point will receive wireline calls from within their boundary or dispatch area responding to calls directly by dispatching an emergency service provider including police, fire and EMS. Wireless calls will be received by the Sheriff's office to dispatch Fire/EMS directly and one-button transfer law related calls after entering the call in the county-wide CAD System (Oct 2025) to assist the transfer of the call.

County Final Plan for Counties following:

ORC §128.06 (A)



**Department of
Administrative
Services**

9-1-1 Program Office

PSAP Name:

Connection description:

PSAP Name:

Connection description:

PSAP Name:

Connection description:

PSAP Name:

Connection description:

County Final Plan for Counties following:



**Department of
Administrative
Services**

9-1-1 Program Office

ORC §128.06 (

§128.07(A)(2): From what geographic territory [city, village, township, etc.] will each of the PSAPs receive 9-1-1 calls?

PSAP Name: Wood County Sheriff

Geographic territory (ies):

Wireless: All wireless for Wood County, OH

Wireline: All rural county areas of Wood County, incorporated cities/villages and non-incorporated areas including remaining townships except those listed in the jurisdictions below.

PSAP Name: Bowling Green City Police

Geographic territory (ies):

Wireless: transfer from Wood County

Wireline: City of Bowling Green OH

PSAP Name: Perrysburg City Police

Geographic territory (ies):

Wireless: transfer from Wood County

Wireline: City of Perrysburg OH

PSAP Name: Perrysburg Twp. Police

Geographic territory (ies):

Wireless: transfer from Wood County

Wireline: The township of Perrysburg except the city of Perrysburg and the city of Rossford.

PSAP Name: Bowling Green State University

Geographic territory (ies):

Wireless: transfer from Wood County

Wireline: Campus boundary

County Final Plan for Counties following:

ORC §128.06 (A)



**Department of
Administrative
Services**

9-1-1 Program Office

PSAP Name: Northwood Police

Geographic territory (ies):

Wireless: transfer from Wood County

Wireline: City of Northwood OH

PSAP Name:

Geographic territory (ies):

PSAP Name:

Geographic territory (ies):

PSAP Name:

Geographic territory (ies):

PSAP Name:

Geographic territory (ies):



County Final Plan for Counties following:

ORC §128.06 (A)

§128.07(A)(2): Within each territory listed, will Enhanced 9-1-1 or NG9-1-1 service be provided? (check all that apply)

Geographic territory (ies) Wood County Sheriff

Wireless: All wireless for Wood County, OH

Wireline: All rural county areas of Wood County, incorporated cities/villages and non-incorporated areas including remaining townships except those listed in the jurisdictions below.

☐ Enhanced 9-1-1 ☒ NG9-1-1

Geographic territory (ies) Bowling Green City Police

Wireless: transfer from Wood County

Wireline: City of Bowling Green OH

☒ Enhanced 9-1-1 ☐ NG9-1-1

Geographic territory (ies) Perrysburg City Police

Wireless: transfer from Wood County

Wireline: City of Perrysburg OH

☒ Enhanced 9-1-1 ☐ NG9-1-1

Geographic territory (ies) Perrysburg Twp. Police

Wireless: transfer from Wood County

Wireline: The township of Perrysburg except the city of Perrysburg and the city of Rossford.

☒ Enhanced 9-1-1 ☐ NG9-1-1

Geographic territory (ies) Bowling Green State University

Wireless: transfer from Wood County

Wireline: Campus boundary

☒ Enhanced 9-1-1 ☐ NG9-1-1

County Final Plan for Counties following:

ORC §128.0



**Department of
Administrative
Services**

9-1-1 Program Office

Geographic territory (ies) Northwood Police

Wireless: transfer from Wood County

Wireline: City of Northwood OH

☒ Enhanced 9-1-1

☐ NG9-1-1

Geographic territory (ies)

☐ Enhanced 9-1-1

☐ NG9-1-1

Geographic territory (ies)

☐ Enhanced 9-1-1

☐ NG9-1-1

Geographic territory (ies)

☐ Enhanced 9-1-1

☐ NG9-1-1

Geographic territory (ies)

☐ Enhanced 9-1-1

☐ NG9-1-1



County Final Plan for Counties following:

ORC §128.06 (A)

§128.07(A)(2): What subdivisions will be served by each by each PSAP listed? [Police, Fire, EMS, etc.]

PSAP Name: Wood County Sheriff

Subdivision(s) served:

Police, Fire, EMS

PSAP Name: Bowling Green City Police

Subdivision(s) served:

Police, Fire, EMS

PSAP Name: Perrysburg City Police

Subdivision(s) served:

Police, Fire, EMS

PSAP Name: Perrysburg Twp. Police

Subdivision(s) served:

Police, Fire, EMS

PSAP Name: Bowling Green State University

Subdivision(s) served:

Police, Fire, EMS



County Final Plan for Counties following:

ORC §128.06 (A)

PSAP Name Northwood Police
Subdivision(s) served:
Police, Fire, EMS

PSAP Name
Subdivision(s) served:

PSAP Name
Subdivision(s) served:

PSAP Name
Subdivision(s) served:

PSAP Name
Subdivision(s) served:

County Final Plan for Counties following:

ORC §128.06 (A)



§128.07(A)(2): Identify which PSAPs listed are going to respond to calls by directly dispatching an emergency service provider, relaying a message to the appropriate emergency service provider, or by transferring the call to the appropriate emergency service provider. (check all that apply)

PSAP Name Wood County Sheriff

☒

Directly dispatching

☐

Relaying message

☒

Transferring call

PSAP Name Bowling Green City Police

☒

Directly dispatching

☐

Relaying message

☐

Transferring call

PSAP Name Perrysburg City Police

☒

Directly dispatching

☐

Relaying message

☐

Transferring call

PSAP Name Perrysburg Twp. Police

☒

Directly dispatching

☐

Relaying message

☐

Transferring call

PSAP Name Bowling Green State University

☒

Directly dispatching

☐

Relaying message

☐

Transferring call

PSAP Name Northwood Police

☒

Directly dispatching

☐

Relaying message

☐

Transferring call

PSAP Name

☐

Directly dispatching

☐

Relaying message

☐

Transferring call

PSAP Name

☐

Directly dispatching

☐

Relaying message

☐

Transferring call

PSAP Name

☐

Directly dispatching

☐

Relaying message

☐

Transferring call

PSAP Name

☐

Directly dispatching

☐

Relaying message

☐

Transferring call

County Final Plan for Counties following:

ORC §128.06 (



§128.07(A)(3): How must originating service providers connect to the core 9-1-1 system identified by the final plan and what methods will be utilized by the originating service provider to provide 9-1-1 voice, text, other forms of messaging media, and caller location to the core 9-1-1 system?

Originating service providers shall provide 9-1-1 voice, text, other forms of messaging media, and caller location to the core 9-1-1 system by means of direct connection to the State Core Services via Host A and Host B.

§128.07(A)(4): If one of the PSAPs does not directly dispatch emergency services needed for an incident, without significant delay, the request shall be transferred, or the information electronically relayed to the entity that directly dispatches the potentially needed emergency services. How will the transfer or electronic relay be accomplished?

PSAP Name: Wood County Sheriff

Fire/EMS direct dispatch. Law direct dispatch depending on jurisdiction.

Outside Law, one-button transfer through internal network.

In Oct 2025, County-Wide CAD will also be shared by all county Fire, EMS and Law agencies to electronically relay to the entity.

PSAP Name: Bowling Green City Police

Wireline: Direct Dispatch all disciplines

Wireless: One-button transfer received from Primary for Law, then direct dispatch.

In Oct 2025, County-Wide CAD will also be shared by all county Fire, EMS and Law agencies to electronically relay to the entity.

PSAP Name: Perrysburg City Police

Wireline: Direct Dispatch all disciplines

Wireless: One-button transfer received from Primary for Law, then direct dispatch.

In Oct 2025, County-Wide CAD will also be shared by all county Fire, EMS and Law agencies to electronically relay to the entity.

County Final Plan for Counties following:

ORC §128.06 (A)



**Department of
Administrative
Services**

9-1-1 Program Office

PSAP Name: Perrysburg Twp. Police

Wireline: Direct Dispatch all disciplines

Wireless: One-button transfer received from Primary for Law, then direct dispatch.

In Oct 2025, County-Wide CAD will also be shared by all county Fire, EMS and Law agencies to electronically relay to the entity.

PSAP Name: Bowling Green State University

Wireline: Direct Dispatch all disciplines

Wireless: One-button transfer received from Primary for Law, then direct dispatch.

In Oct 2025, County-Wide CAD will also be shared by all county Fire, EMS and Law agencies to electronically relay to the entity.

PSAP Name: Northwood Police

Wireline: Direct Dispatch all disciplines

Wireless: One-button transfer received from Primary for Law, then direct dispatch.

In Oct 2025, County-Wide CAD will also be shared by all county Fire, EMS and Law agencies to electronically relay to the entity.

PSAP Name:

PSAP Name:

PSAP Name:

PSAP Name:

County Final Plan for Counties following:

ORC §128.0



**Department of
Administrative
Services**

9-1-1 Program Office

§128.07(A)(5): Which subdivision or regional council of government will establish, equip, furnish, operate, and maintain each respective PSAP?

PSAP Name: Wood County Sheriff

Subdivision or COG: Wood County Commissioners

PSAP Name: Bowling Green City Police

Subdivision or COG: Wood Co. Commissioners for 9-1-1 Network & Equipment; municipality for all els

PSAP Name: Perrysburg City Police

Subdivision or COG: Wood Co. Commissioners for 9-1-1 Network & Equipment; municipality for all els

PSAP Name: Perrysburg Twp. Police

Subdivision or COG: Wood Co. Commissioners for 9-1-1 Network & Equipment; municipality for all els

PSAP Name: Bowling Green State University

Subdivision or COG: Self-Pay; 9-1-1 funds spent are reimbursed to county.

PSAP Name: Northwood Police

Subdivision or COG: Wood Co. Commissioners for 9-1-1 Network & Equipment; municipality for all els

PSAP Name:

Subdivision or COG:

PSAP Name:

Subdivision or COG:

PSAP Name:

Subdivision or COG:

PSAP Name:

Subdivision or COG:



County Final Plan for Counties following:

ORC §128.06 (A)

§128.07(A)(6): Please provide a projection of the initial cost to establish, equip, and furnish each PSAP.

PSAP Name: Wood County Sheriff

Projected cost: \$ 1,949,765.45

PSAP Name: Bowling Green City Police

Projected cost: \$ 1,122,828.00

PSAP Name: Perrysburg City Police

Projected cost: \$ 698,314.33

PSAP Name Perrysburg Twp. Police

Projected cost: \$ 742,500.00

PSAP Name: Bowling Green State University

Projected cost: \$ 803,865.00

PSAP Name: Northwood Police

Projected cost: \$ 283,955.61

PSAP Name:

Projected cost:

PSAP Name:

Projected cost:

PSAP Name:

Projected cost:

PSAP Name:

Projected cost:

County Final Plan for Counties following:

ORC §128.06



**Department of
Administrative
Services**

9-1-1 Program Office

§128.07(A)(6): Please provide the annual cost of the first five years of operating and maintaining each PSAP.

PSAP Name:	Annual Cost year 1	\$ 2,534,695.09
Wood County Sheriff	Annual Cost year 2	\$ 2,724,797.22
	Annual Cost year 3	\$ 2,929,157.01
	Annual Cost year 4	\$ 3,148,843.78
	Annual Cost year 5	\$ 3,385,007.07
	Total	\$ 14,722,500.17

PSAP Name:	Annual Cost year 1	\$ 1,459,676.40
Bowling Green City Police	Annual Cost year 2	\$ 1,569,152.13
	Annual Cost year 3	\$ 1,686,838.54
	Annual Cost year 4	\$ 1,813,351.43
	Annual Cost year 5	\$ 1,949,352.79
	Total	\$ 8,478,371.29

PSAP Name:	Annual Cost year 1	\$ 907,808.63
Perrysburg City Police	Annual Cost year 2	\$ 975,894.28
	Annual Cost year 3	\$ 1,049,086.35
	Annual Cost year 4	\$ 1,127,767.82
	Annual Cost year 5	\$ 1,212,350.41
	Total	\$ 5,272,907.49

PSAP Name:	Annual Cost year 1	\$ 965,250.00
Perrysburg Twp. Police	Annual Cost year 2	\$ 1,037,643.75
	Annual Cost year 3	\$ 1,115,467.03
	Annual Cost year 4	\$ 1,199,127.06
	Annual Cost year 5	\$ 1,289,061.59
	Total	\$ 5,606,549.43

PSAP Name:	Annual Cost year 1	\$ 1,045,024.50
Bowling Green State University	Annual Cost year 2	\$ 1,123,401.34
	Annual Cost year 3	\$ 1,207,656.44
	Annual Cost year 4	\$ 1,298,230.67
	Annual Cost year 5	\$ 1,395,497.97
	Total	\$ 6,069,810.92

County Final Plan for Counties following:

ORC §128.06 (A)



**Department of
Administrative
Services**

9-1-1 Program Office

PSAP Name:	Annual Cost year 1 \$ 369,142.29
Northwood Police	Annual Cost year 2 \$ 396,827.96
	Annual Cost year 3 \$ 426,590.06
	Annual Cost year 4 \$ 458,584.32
	Annual Cost year 5 \$ 492,978.14
	Total \$ 2,144,122.77

PSAP Name:	Annual Cost year 1
	Annual Cost year 2
	Annual Cost year 3
	Annual Cost year 4
	Annual Cost year 5
	Total \$ 0.00

PSAP Name:	Annual Cost year 1
	Annual Cost year 2
	Annual Cost year 3
	Annual Cost year 4
	Annual Cost year 5
	Total \$ 0.00

PSAP Name:	Annual Cost year 1
	Annual Cost year 2
	Annual Cost year 3
	Annual Cost year 4
	Annual Cost year 5
	Total \$ 0.00

PSAP Name:	Annual Cost year 1
	Annual Cost year 2
	Annual Cost year 3
	Annual Cost year 4
	Annual Cost year 5
	Total \$ 0.00



County Final Plan for Counties following:

ORC §128.

§128.07(A)(7): Is the cost of establishing, equipping, furnishing, operating, or maintaining any of the PSAPs listed being funded through charges imposed under §128.35?

PSAP Name: Wood County Sheriff

Yes ☐ No ☒

PSAP Name: Bowling Green City Police

Yes ☐ No ☒

PSAP Name: Perrysburg City Police

Yes ☐ No ☒

PSAP Name: Perrysburg Twp. Police

Yes ☐ No ☒

PSAP Name: Bowling Green State University

Yes ☐ No ☒

PSAP Name: Northwood Police

Yes ☐ No ☒

PSAP Name:

Yes ☐ No ☐

PSAP Name:

Yes ☐ No ☐

PSAP Name:

Yes ☐ No ☐

PSAP Name:

Yes ☐ No ☐

County Final Plan for Counties following:



**Department of
Administrative
Services**

9-1-1 Program Office

ORC §128.06 (A)

§128.07(A)(7): Will the cost of establishing, equipping, furnishing, operating, or maintaining any listed PSAP be allocated among the subdivisions served by the respective PSAP and, if any such cost is to be allocated, what is the formula for so allocating it?

PSAP Name: Wood County Sheriff

N/A

PSAP Name: Bowling Green City Police

N/A

PSAP Name: Perrysburg City Police

N/A

PSAP Name: Perrysburg Twp. Police

N/A

PSAP Name: Bowling Green State University

N/A

PSAP Name: Northwood Police

N/A

PSAP Name:

PSAP Name:

PSAP Name:

PSAP Name:

County Final Plan for Counties following:

ORC §128.06 (A)



**Department of
Administrative
Services**

9-1-1 Program Office

§128.07(A)(8): Provide information on how each emergency service provider will respond to a misdirected call or the provision of a caller location that is either misrepresentative of the actual location or does not meet the requirements of the FCC or other accepted national standards as they exist on the date of the call origination.

PSAP Name: Wood County Sheriff

PSAP will confirm the details of the call and if necessary, directly dispatch law, Fire/EMS or if outside LE, one-button transfer to the designated agency.

PSAP Name: Bowling Green City Police

Will confirm the details of the call and if necessary, directly dispatch law, Fire/EMS or if outside LE, one-button transfer to the designated agency.

PSAP Name: Perrysburg City Police

Will confirm the details of the call and if necessary, directly dispatch law, Fire/EMS or if outside LE, one-button transfer to the designated agency.

PSAP Name: Perrysburg Twp. Police

Will confirm the details of the call and if necessary, directly dispatch law, Fire/EMS or if outside LE, one-button transfer to the designated agency.

PSAP Name: Bowling Green State University

Will confirm the details of the call and if necessary, directly dispatch law, Fire/EMS or if outside LE, one-button transfer to the designated agency.

County Final Plan for Counties following:

ORC §128.06 (A)



**Department of
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9-1-1 Program Office

PSAP Name: Northwood Police

Will confirm the details of the call and if necessary, directly dispatch law, Fire/EMS or if outside LE, one-button transfer to the designated agency.

PSAP Name:

PSAP Name:

PSAP Name:

PSAP Name:



County Final Plan for Counties following:

ORC §128.06 (A)

§128.021: Adoption of rules establishing technical and operational standards for PSAPs.

Check the answer next to each question (2) for all PSAPs:

PSAP Name: Wood County Sheriff

Does the PSAP currently meet the PSAP rules: Yes ☒ No ☐
If no, will the PSAP have to comply in 2 years: Yes ☐ No ☐ N/A ☐

PSAP Name: Bowling Green City Police

Does the PSAP currently meet the PSAP rules: Yes ☐ No ☒
If no, will the PSAP have to comply in 2 years: Yes ☒ No ☐ N/A ☐

PSAP Name: Perrysburg City Police

Does the PSAP currently meet the PSAP rules: Yes ☐ No ☒
If no, will PSAP have to comply in 2 years: Yes ☒ No ☐ N/A ☐

PSAP Name: Perrysburg Twp. Police

Does the PSAP currently meet the PSAP rules: Yes ☐ No ☒
If no, will the PSAP have to comply in 2 years: Yes ☒ No ☐ N/A ☐

PSAP Name: Bowling Green State University

Does the PSAP currently meet the PSAP rules: Yes ☐ No ☒
If no, will the PSAP have to comply in 2 years: Yes ☐ No ☒ N/A ☐

PSAP Name: Northwood Police

Does the PSAP currently meet the PSAP rules: Yes ☐ No ☒
If no, will the PSAP have to comply in 2 years: Yes ☒ No ☐ N/A ☐

PSAP Name:

Does the PSAP currently meet the PSAP rules: Yes ☐ No ☐
If no, will the PSAP have to comply in 2 years: Yes ☐ No ☐ N/A ☐

PSAP Name:

Does the PSAP currently meet the PSAP rules: Yes ☐ No ☐
If no, will the PSAP have to comply in 2 years: Yes ☐ No ☐ N/A ☐

PSAP Name:

Does the PSAP currently meet the PSAP rules: Yes ☐ No ☐
If no, will the PSAP have to comply in 2 years: Yes ☐ No ☐ N/A ☐

PSAP Name:

Does the PSAP currently meet the PSAP rules: Yes ☐ No ☐
If no, will the PSAP have to comply in 2 years: Yes ☐ No ☐ N/A ☐

County Final Plan for Counties following:

ORC §128.06 (A)



**Department of
Administrative
Services**

9-1-1 Program Office

§128.57: Is this PSAP receiving funds directly and/or indirectly benefiting from county funds?

PSAP Name: Wood County Sheriff

Yes ☒ No ☐

PSAP Name: Bowling Green City Police

Yes ☒ No ☐

PSAP Name: Perrysburg City Police

Yes ☒ No ☐

PSAP Name: Perrysburg Twp. Police

Yes ☒ No ☐

PSAP Name: Bowling Green State University

Yes ☐ No ☒

PSAP Name: Northwood Police

Yes ☒ No ☐

PSAP Name:

Yes ☐ No ☐

PSAP Name:

Yes ☐ No ☐

PSAP Name:

Yes ☐ No ☐

PSAP Name:

Yes ☐ No ☐

County Final Plan for Counties following:

ORC §128.06 (A)



**Department of
Administrative
Services**

9-1-1 Program Office

You are permitted to have more or additional requirements for your PSAPS or even dispatch/calling centers in your respective county. This can include mandates related to training, providing EMD, complying with specific rules, etc. Please list any such additional local requirements and/or any comments you may have (you may use additional sheets if necessary):

N/A: State requirements followed.

County Final Plan for Counties following:

ORC §128.06 (



**Department of
Administrative
Services**

9-1-1 Program Office

Additional Local Requirements and/or Comments (cont):

N/A: State requirements followed.

County Final Plan for Counties following:

ORC §128.06



§128.07(B)(1)(a): The 9-1-1 program review committee shall send a copy of the final plan to the following:

- Board of commissioners of the county
- The legislative authority of each municipal corporation in the county
- The board of township trustees of each township in the county.

**the above notifications must be sent either by certified mail or, if the committee has record of an internet identifier of record associated with the board or legislative authority, by ordinary mail and by that internet identifier of record

§128.07(B)(1)(b): The 9-1-1 program review committee shall also send a copy of the final plan to the board of trustees, directors, or park commissioners of each subdivision served by a PSAP under the plan.

§128.07(B)(2): The 9-1-1 program review committee shall also file a copy of its final plan with the Ohio 9-1-1 Program Office not later than April 3, 2024.

§128.07(B)(2): Any revisions or amendments made to the final plan shall be filed with the Ohio 9-1-1 Program Office not later than ninety (90) days after adoption.

§128.01(T): A final plan means a final plan adopted under §128.08(B) (and turned in on April 3, 2024 to the Ohio 9-1-1 Program Office) or as an amended final plan adopted under 128.12. (to reflect any changes made to the final plan after April 3, 2024)

§128.05: Please list the name and contact information for your County 9-1-1 Coordinator:

Director/9-1-1 Coordinator Douglas Houtz, dhoutz@woodcountyohio.gov, 419-354-9361

§128.25: Please provide the name and contact information for your single point of contact with the 9-1-1 Program Office who has the authority to assist in location-data discrepancies, 9-1-1 traffic misroutes, and boundary disputes between PSAPS (does not have to be, but could be the same as the County 9-1-1 Coordinator listed above):

Same as listed above.

County Final Plan for Counties following:

ORC §128.06 (



Department of
Administrative
Services

9-1-1 Program Office

9-1-1 Planning Committee Approval Acknowledgement

1. President Craig LaHote
Board of County Commissioners Member or Designee, Chairperson 8-26-24
Signature: Craig LaHote Date: 04/01/2024 cm
2. Mayor Mike Aspacher
Chief Executive Officer of most populous municipal corporation in the County
Signature: MZ AZ Date: 8-26-24
3. Perrysburg Twp. Trustee Gary Britten A
member of the board of township trustees of the most populous township in the county
as selected by majority vote of the board of trustees
Signature: Gary Britten Date: 8/26/2024
4. Liberty Twp. Trustee Douglas Kale A
member of a board of township trustees selected by the majority of boards of township
trustees in the county pursuant to resolutions they adopt
Signature: Douglas Kale Date: 8/26/24
5. TBD A
member of the legislative authority of a municipal corporation in the county selected by
the majority of the legislative authorities of municipal corporations in the county pursuant
to resolutions they adopt
Signature: _____ Date: _____
6. Sheriff Mark Wasylyshyn
An elected official from within the county appointed by the board of county
commissioners
Signature: Mark Wasylyshyn Date: 08-26-2024

TO: Mayor Mackin
President Fuller
Members of City Council

FROM: Timothy W. Effler, Law Director

RE: Ord 60-2024

DATE: August 29, 2024



Subject Matter/Background

City of Perrysburg, Ohio, Codified Ordinance §266.11-3 establishes “Longevity Pay” through the City of Perrysburg’s Codified Ordinances (“Code”) titled “Personnel Policy.” The City of Perrysburg has determined it is appropriate to update §266.11-3 in order to provide uniformity to the longevity pay calculation throughout the City.

Legal Review

This legislation has been reviewed and is appropriately before you.

Recommendation

First Reading – 9/3/2024

Second Reading – 9/17/2024

Third Reading and Vote – 10/1/2024

ORDINANCE 60-2024

AN ORDINANCE AMENDING CODIFIED ORDINANCE §266.11-3 “LONGEVITY PAY” PREVIOUSLY ADOPTED THROUGH ORDINANCE 93-2003 ON JUNE 17, 2003

WHEREAS, City of Perrysburg, Ohio, Codified Ordinance §266.11-3 establishes “Longevity Pay” through the City of Perrysburg’s Codified Ordinances (“Code”) titled “Personnel Policy”; and,

WHEREAS, this Ordinance is being updated to help clarify this portion of the Code; and,

WHEREAS, the Personnel Committee considered this legislation at its meeting on August 27, 2024 and unanimously recommended advancement to City Council.

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

SECTION 1. Codified Ordinance §266.11-3 which currently reads as:

266.11-3 LONGEVITY PAY.

Each full time staff member covered by this Personnel Policy of the City shall receive longevity pay equal to fifty-five dollars (\$55.00) for each year, or part thereof, of service to be paid with the first pay in July. Longevity pay contemplated by this section shall be paid the nearest pay day on or after July first of each year. Eligibility and years of service will be determined as of January first of each year. Provided, however,

A. No such longevity pay shall accrue to a staff member below the Senior Administrative staff level until such person has completed twelve (12) years of continuous service with the City.

B. No such longevity pay shall accrue to a Senior Administrative staff member until such person has completed ten (10) years of continuous service with the City.

C. No such longevity pay shall accrue to an Executive Staff Member or Human Resources Manager until such person has completed four (4) years of continuous service with the City.

(Ord. 177-2006. Passed 8-1-06.)

is hereby amended and revised to read:

266.11-3 LONGEVITY PAY

Each full-time permanent non-bargaining unit employee shall receive longevity pay equal to fifty-five dollars (\$55.00) for each year of service **after completing four (4) full**

years of continuous service with the City. Eligibility and full years of service will be determined as of January 1 of each year and will be paid with the first pay period of July.

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: _____

Timothy W. Effler
LAW DIRECTOR

TO: Mayor Mackin
President Fuller
Members of City Council

FROM: Timothy W. Effler, Law Director

RE: Ord 61-2024

DATE: August 29, 2024



Subject Matter/Background

The City is making a concerted effort to review the Perrysburg Codified Ordinances and provide updates and additions in order to ensure clarity within the Code.

In an expand and clarify the language regarding use of leave, the City is adding Ordinance §266.06-5 establishing “Personal Leave Time Conversion” to the City of Perrysburg’s Codified Ordinances (“Code”) titled “Personnel Policy.”

Legal Review

This legislation has been reviewed and is appropriately before you.

Recommendation

First Reading – 9/3/2024

Second Reading – 9/17/2024

Third Reading and Vote – 10/1/2024

ORDINANCE 61-2024

AN ORDINANCE ADDING CODIFIED ORDINANCE §266.06-5 “PERSONAL LEAVE TIME CONVERSION” TO THE CITY OF PERRYSBURG PERSONNEL CODE

WHEREAS, the City is reviewing and amending certain portions of the City of Perrysburg’s Codified Ordinances (“Code”); and,

WHEREAS, in an effort to expand and clarify the language regarding use of leave, the City is adding Ordinance §266.06-5 establishing “Personal Leave Time Conversion” to the City of Perrysburg’s Codified Ordinances (“Code”) titled “Personnel Policy”; and,

WHEREAS, the Personnel Committee considered this legislation at its meeting on August 27, 2024 and unanimously recommended advancement to City Council.

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

SECTION 1. Codified Ordinance §266.06-5 shall read:

266.06-5 PERSONAL LEAVE TIME CONVERSION

Full time non-bargaining unit employees may convert up to twenty-four (24) hours of sick time to personal leave time each calendar year, provided that the conversion will not drop their sick time bank below two-hundred forty (240) hours.

The conversion must be made between January 1 and January 15 of each year. An employee may only have a maximum of twenty-four (24) hours in their personal leave time bank at any given time. The employee may only use twenty-four (24) hours of personal leave time in a calendar year and personal leave time must be taken in amounts of four (4) hours or more.

Any unused personal leave time will carry over to the next calendar year; however, at no point shall an employee’s personal leave time bank exceed twenty-four (24) hours. Unused personal leave time shall not be paid out when leaving employment with the City.

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: _____

Timothy W. Effler
LAW DIRECTOR