

**WHITEHALL CITY COUNCIL COMMITTEE MEETINGS**

**AGENDA**

**TUESDAY, MAY 10, 2022**

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**6:30 P.M. – ADMINISTRATION/COUNCIL OF THE WHOLE MATTERS:**

**THERE ARE FOUR PIECES OF DRAFT LEGISLATION ON THE AGENDA.**

**COMMITTEE OF THE WHOLE LEGISLATION/ISSUES:**

**DRAFT # 1**

**ORDINANCE NO. 020-2022 (*Comm. Of the Whole – 3rd reading – ADOPT 06/21/2022- / )***

AUTHORIZING AND APPROVING THE AMENDMENT TO THE TABLE OF AUTHORIZED PERSONNEL 161.37(a) OF THE CODIFIED ORDINANCES TITLED OFFICE OF MAYOR; AND AUTHORIZING AND APPROVING THE AMENDMENT OF 161.38 SALARY SCHEDULE TITLED SALARY SCHEDULE.

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WHEREAS, The City of Whitehall has encouraged our Directors to examine employee position description in order to accurately state and reflect position functions and responsibilities and the following amendments are directly related to needed changes; NOW, THEREFORE,

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF WHITEHALL, OHIO:

**SECTION 1:** The Council of the City of Whitehall, Ohio approves and makes the following amendment to 161.37(a) of the codified ordinances of the City of Whitehall, Ohio:

**161.37 TABLE OF AUTHORIZED PERSONNEL.**

The following legends shall apply to all tables delineating authorized strength:

Column	Name	Code
1	Position title	
2	Pay grade or salary pay range	SPR
3	Classified civil service	CCS
	Unclassified civil service	USC
4	Number authorized	
5	Union bargaining unit	UBU
	Exempt from union	EFU

(a) Office of the Mayor.

1	2	3	4	5
Administrative Assistant to the Mayor	SPR	UCS	1	EFU
Clerk of Court	SPR	CCS	1	EFU
Deputy Clerk of Courts	C-19	CCS	1	UBU
Director of Information Technology	SPR	UCS	1	EFU
System Administrator	SPR	UCS	1	EFU
Information Technology Support Specialist	<u>SPR</u>	<u>UCS</u>	<u>1</u>	<u>EFU</u>
Full-Time Information Technology Technician	SPR	UCS	<u>2</u> <u>1</u>	EFU
Seasonal Intern	SPR	USC	1	EFU

**Section 2:** The Council of the City of Whitehall, Ohio approves and make the following amendment to 161.38 of the codified ordinances of the City of Whitehall, Ohio.

Clerk of Council (hourly)	2020	25.00 to 35.39
Office Assistant Part-time (hourly)	2020	11.00 to 22.57
Deputy Auditor (hourly)	2020	30.10 to 37.41
Deputy Tax Commissioner (hourly)	2020	28.65 to 41.69
Tax Clerk (part-time)	2020	11.00 to 19.00
Payroll Specialist (hourly)	2020	20.28 to 33.28
Accounting Specialist (hourly)	2022	to 25.11
Director of Public Service (hourly)	2022	to 53.00
Administrative Assistant (hourly)	2020	19.30 to 25.99
Code Enforcement Officer (hourly)	2020	22.00 to 32.75
Chief Building Official (hourly)	2022	to 52.00
Assistant Building Inspector Part-time (hourly)	2020	to 30.00
Director for Public Safety (salary)	2020	to 30,000.00
Assistant City Attorney/Prosecutor (salary)	2020	to 82,000.00
Assistant City Attorney, Part-time (salary)	2022	to 44,000.00
Prosecutor (Part-Time)* (salary)	2021	to 90,700.00
* (The salaries of the two part-time prosecutors shall not, in the aggregate, exceed the maximum of the salary range for this position).		
Legal Assistant (hourly)	2020	21.63 to 34.62
Parks and Recreation Director (hourly)	2022	to 50.48
Police Deputy Chiefs (hourly)	2022	to 70.00
Police Lieutenant	2022	to 62.75
Assistant Fire Chief (hourly)	2022	to 70.00
Chief of Police (hourly)	2022	to 75.00
Chief of Fire (hourly)	2022	to 75.00
Analyst Supervisor	2021	to 38.00
Coordinator of Victim Services (hourly)	2020	21.00 to 33.89
Property Room Coordinator (hourly)	2020	20.00 to 23.97
Property Room Clerk (hourly)	2021	19.00 to 23.97
Crime Analyst (hourly)	2020	23.04 to 33.03
Human Resources Director (hourly)	2020	38.53 to 47.88

HR Generalist (hourly)	2020	24.70 to 31.47
Director of Development (hourly)	2022	to 55.00
Deputy Director of Public Affairs (hourly)	2021	25.32 to 41.82
Director of Information Technology (hourly)	2022	to 52.00
Systems Administrator (hourly)	2022	to 38.00
Information Technology Support Specialist	2022	to 34.50
Senior Administrative Assistant (hourly)	2020	20.78 to 31.00
Administrative Assistant to the Mayor (hourly)	2022	to 34.69
Clerk of Courts (hourly)	2020	27.95 to 34.73
Paralegal (hourly)	2020	20.00 to 25.00
Fiscal and Project Manager (hourly)	2020	28.00 to 34.61
Recreation Superintendent (hourly)	2022	to 36.63
Code Enforcement/Animal Control Officer (hourly)	2020	20.78 to 26.50
Full-Time IT Technician (hourly)	2022	to 34.50
Grants Administrator (hourly)	2020	28.85 to 37.02
Records Clerk Part-time (hourly)	2021	19.50 to 25.00
Economic Development Manager (hourly)	2021	23.08 to 32.25
Active Living Resource Coordinator	2022	to 26.44
Street Superintendent (hourly)	2022	to 48.56
P&R Program and Marketing Specialist (hourly)	2022	20.67 to 26.92

City Administrator\* 2021 65.89 to 78.69

*The top range of the City Administrator cannot be more than 80% of the highest hourly wage for the Public Service Director and Economic Development Director combined.*

**SECTION 3:** That this Ordinance shall go into full force and effect at the earliest date permitted by law.

**DRAFT # 2**

**RESOLUTION NO. 015-2022** (*Comm. Of the Whole – 1st reading – ADOPT 05/17/2022- / )*

RESOLUTION ACCEPTING A GRANT IN THE AMOUNT OF TWO HUNDRED FIFTY THOUSAND AND NO/DOLLARS (\$250,000.00) FROM THE COLUMBUS BLUE JACKETS FOUNDATION FOR THE CONSTRUCTION OF A COMMUNITY STREET HOCKEY RINK AND DECLARING AN EMERGENCY.

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WHEREAS, The Columbus Blue Jackets Foundation is dedicated to the health and wellness of children in Central Ohio, and

WHEREAS, The Columbus Blue Jackets Foundation dedicates time, resources and financial support to organization making a difference in the areas of pediatric cancer, reading, fitness through play and the grow and development of amateur hockey, and

WHEREAS, The Columbus Blue Jackets Foundation has provided more than \$11.9 Million the Central Ohio Community since the team’s inception in 2000, and

WHEREAS, The Columbus Blue Jackets Foundation has announced a grant in the amount of two hundred fifty thousand and no/dollars (\$250,000.00) to the City of Whitehall for the construction of a community street hockey rink, as well as resources to establish hockey programming, staff training, equipment and resources to support educational programming; NOW, THEREFORE.

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF WHITEHALL, OHIO:

**SECTION 1:** That the Council of the City of Whitehall accepts a grant in the amount of two hundred fifty thousand and no/dollars (\$250,000.00) from the Columbus Blue Jackets Foundation for the construction of a community street hockey rink.

**SECTION 2:** That this Resolution is hereby declared to be an emergency measure immediately necessary for the preservation of the public health, peace, safety and welfare and for the further reason that initial planning has begun and funds need to be lawfully accepted; WHEREFORE, This Resolution shall go into full force and effect immediately upon its passage and approval by the Mayor.

Requested and Prepared by: Kim Maggard, Mayor  
Approved as to form: Michael T. Bivens, City Attorney MTB 5/9/2022

**THIRD READING:**

**ORDINANCE NO. 013-2022** (*Comm. Of the Whole – 3rd reading – ADOPT 05/17/2022-Elmore/Kantor*)  
AMENDING 161.11(a) AND (b) TITLED “LEGAL HOLIDAYS” OF THE CODIFIED ORDINANCES OF THE CITY OF WHITEHALL, OHIO.

**SECOND READING:**

**RESOLUTION NO. 014-2022** (*Comm. Of the Whole – 2nd reading – ADOPT 05/17/2022- / )*

AUTHORIZING THE MAYOR TO PLACE A PROSPECTIVE APPLICANT FOR THE POSITION OF DISPATCHER AT A STEP D IN COMPLIANCE WITH SECTION 17.2 OF THE CURRENT LABOR AGREEMENT BY AND BETWEEN THE CITY OF WHITEHALL AND THE FRATERNAL ORDER OF POLICE, OHIO LABOR COUNCIL INC. AND DECLARING AN EMERGENCY.

**STANDING COMMITTEES**

**ADMINISTRATION AND FINANCIAL MANAGEMENT - Chairperson Bailey**

**Members: Conison, Heck & Smith**

**DRAFT # 3**

**ORDINANCE NO. 021-2022** (*Adm. & Fin. Mgmt. – 1st reading – ADOPT 05/17/2022- Bailey/ )*

AUTHORIZING AND APPROVING AN APPROPRIATION IN THE AMOUNT OF SIXTY-FOUR THOUSAND AND NO/100 DOLLARS (\$64,000.00) FROM UNAPPROPRIATED MONIES IN THE GENERAL FUND (101) TO THE STREET MAINTENANCE & REPAIR FUND (201); MAKING A SUPPLEMENTAL APPROPRIATION OF SIXTY-FOUR THOUSAND AND NO/100 DOLLARS (\$64,000.00) FROM THE STREET MAINTENANCE & REPAIR FUND (201) TO THE BUILDING & LOT MAINTENANCE EXPENSE ACCOUNT (201.000.54500) AND DECLARING AN EMERGENCY.

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WHEREAS, the City of Whitehall’s Poth Road Service Garage requires complete resurfacing of the parking lot; NOW, THEREFORE,

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF WHITEHALL, OHIO:

**SECTION 1:** The Council authorizes and approves an appropriation in the amount of sixty-four thousand and no/dollars (\$64,000.00) from unappropriated monies in the General Fund (101) to the Street Maintenance & Repair Fund (201).

**SECTION 2:** The Council approves a supplemental appropriation of sixty-four thousand and no/100 dollars (\$64,000.00) to the Building & Lot Maintenance Expense Account (201.000.54500) for the purpose of resurfacing the parking lot at the City Service Garage.

**SECTION 3:** That the City Auditor is hereby authorized to draw his warrant upon the Treasurer of the City for these funds for the purpose stated in this ordinance.

**SECTION 4:** That this Ordinance is hereby declared to be an emergency measure immediately necessary for the preservation of the public health, peace, safety and welfare and for the further reason that the Contractor has immediate availability; WHEREFORE, This Ordinance shall go into full force and effect immediately upon its passage and approval by the Mayor.

Requested and Prepared by: Steven Quincel, City Auditor  
Approved as to form: Michael T. Bivens, City Attorney MTB 5/10/2022

**COMMUNITY STANDARDS AND ENFORCEMENT – Chairperson Smith**  
**Members: Kantor, Elmore & Dixon**

No drafts or pending legislation.

**COMMUNITY AND ELDER ADVOCACY – Chairperson Dixon**  
**Members: Bailey, Heck & Smith**

No drafts or pending legislation.

**ECONOMIC DEVELOPMENT – Chairperson Kantor**  
**Members: Conison, Elmore & Smith**

No drafts or pending legislation.

**INFRASTRUCTURE, MAINTENANCE AND SERVICES – Chairperson Conison**  
**Members: Bailey, Kantor & Dixon**

**DRAFT # 4**

**ORDINANCE NO. 022-2022** (*Infra., Maint & Srvs. – 3rd reading – ADOPT 06/21/2022- Conison/* )

AUTHORIZING AND APPROVING A SUPPLEMENTAL APPROPRIATION IN THE AMOUNT OF FORTY-SEVEN THOUSAND FIVE HUNDRED AND NO/100 DOLLARS (\$47,500.00) FROM UNAPPROPRIATED MONIES IN THE GENERAL FUND (101) TO THE BUILDING AND LOT MAINTENANCE ACCOUNT (101.950.53300).

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WHEREAS, the City of Whitehall’s Municipal Building has broken and uninsulated window glass on several large panes on the building’s east and south sides requiring replacement and;

WHEREAS, the entrance door to the Auditor’s office is an old, retrofitted, wooden door, presents a security issue and safety hazard, and requires replacement; NOW, THEREFORE,

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF WHITEHALL, OHIO:

SECTION 1: The Council authorizes and approves a supplemental appropriation in the amount of forty-seven thousand five hundred and no/dollars (\$47,500.00) from unappropriated monies in the General Fund (101) to the Building Lot & Maintenance Account (101.950.53300).

SECTION 2: That the City Auditor is hereby authorized to draw his warrant upon the Treasurer of the City for these funds for the purpose stated in this ordinance.

SECTION 3: That this Ordinance shall go into full force and effect at the earliest date permitted by law.

Requested and Prepared by: Steven Quincel, City Auditor  
Approved as to form: Michael T. Bivens, City Attorney MTB 5/10/2022

**PUBLIC SAFETY** – **Chairperson Elmore**  
**Members: Bailey, Heck & Dixon**

No drafts or pending legislation.

**PARKS AND RECREATION** – **Chairperson Heck**  
**Members: Kantor, Conison & Elmore**

No drafts or pending legislation.