



**Trey Hardy**  
Councilmember

**Christine Crawford**  
Councilmember

**Joe Dike**  
Councilmember

**Sam Artino**  
Mayor

**Monty Tapp**  
Vice-Mayor

**Mark Claus**  
Councilmember

**Joel Hagy**  
Councilmember

## **CITY COUNCIL — REGULAR COUNCIL MEETING**

Tuesday, December 8, 2020 @ 6:30 PM

City Council Chambers

417 Main Street

Huron, Ohio 44839

### **MEETING LIVESTREAM INFORMATION**

*Pursuant to Resolution No. 2020-44 adopted by the Huron City Council on June 17, 2020, this regular meeting of Council will be held by Microsoft Teams virtual meeting. The public is free to access, observe and hear the deliberations of all members of Council via the Microsoft Teams link found on the City's website at: <https://www.cityofhuron.org/government/city-council/agendas-minutes-and-legislation>. In accordance with recommendations of the Erie County Department of Health, attendance in person is not possible for this meeting.*

*A public comments section is included on the meeting agenda. Public participation is protected through submission of comments and questions to the Clerk of Council by phone (419-433-5000 ext. 1102) or via e-mail ([terri.welkener@huronohio.us](mailto:terri.welkener@huronohio.us)) on or before 3:00pm on the day of the meeting of Council. Such comments or questions will be shared with all members of Council and the Clerk of Council will read aloud the name, address and subject matter of each submission. Full copies of comments and questions will be available at the office of the Clerk of Council and will be attached to the minutes for the subject meeting. **Anyone wishing to be heard during the meeting must make arrangements with the Clerk of Council by calling (phone: 419-433-5000, ext. 1102) or via e-mail ([terri.welkener@huronohio.us](mailto:terri.welkener@huronohio.us)) on or before 3:00pm on Tuesday, November 24, 2020. Such participation, unless otherwise authorized, must be by telephone or video conference.***

### **I. Public Hearing on the 2021 Annual Budget**

- I.a** Call to Order - Moment of Silence and Pledge of Allegiance to the Flag
- I.b** Roll Call
- I.c** Swear in Witnesses
- I.d** Public Hearing on approval of the 2021 Annual Budget
- I.e** Motion to Approve/Amend/Deny the 2021 Annual Budget as Presented
- I.f** Adjourn Public Hearing

### **II. Call To Order (Regular Meeting)**

### **III. Roll Call of City Council**

### **IV. Approval of Minutes**

- IV.a** Minutes of Regular Council Meeting of November 24, 2020

**V. Audience Comments**

The Clerk will read the names, addresses and subject matter of comments and questions submitted via e-mail, telephone or in writing. Complete copies of submitted documents are available in the office of the Clerk of Council.

**VI. Presentation by State Auditor's Office**

**VII. Old Business**

**VII.a** Ordinance No. 2020-17

An ordinance authorizing the City Manager to enter into agreements with AMP Transmission, LLC relating to sale of transmission assets.

**VIII. New Business**

**VIII.a** Resolution No. 2020-79

A resolution authorizing a binding Memoranda of Understanding between the Fraternal Order of Police/OLC/Sergeants and the Fraternal Order of Police/OLC/Patrol Officers regarding modification of their respective Collective Bargaining Agreements.

**VIII.b** Ordinance No. 2020-34

An ordinance adopting the 2021 Municipal Budget.

**VIII.c** Ordinance No. 2020-35

An appropriations, additional resources and cash transfers ordinance.

**VIII.d** Resolution No. 2020-80

A resolution waiving water utility late fees and water shut-offs during the COVID-19 pandemic.

**VIII.e** Ordinance No. 2020-36

An ordinance amending Codified Ordinance Section 161.04 (a) - Position & Salary Schedule.

**VIII.f** Ordinance No. 2020-37

An ordinance amending Codified Ordinance Section 161.04.1 - Salaries of the Law Director, Finance Director, Service Director, Fire Chief and Police Chief.

**IX. Board and Committee Appointments**

**X. City Manager's Discussion**

**XI. Mayor's Discussion**

**XII. For the Good of the Order**

**XIII. Executive Session(s)**

**XIV. Adjournment**



**TO:** Mayor Artino and City Council  
**FROM:** Terri Welkener , Clerk of Council  
**RE:** Ordinance No. 2020-17  
**DATE:** December 8, 2020

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### **Subject Matter/Background**

In 2018, the City through Huron Public Power financed the construction of a 50 MW electrical substation in anticipation of the development of Mucci Farms. The substation was constructed at a cost of \$3.5 million and funded utilizing revenue backed taxable notes. Mucci Farms electrical rate was established in order to ensure the full cost of the substation was recouped by the City over the time frame of the agreement.

The City utilizes American Municipal Power (AMP) as its energy supplier for its electrical distribution system. In 2018, AMP expanded their organizational structure to include a transmission operation. As a transmission provider, AMP is able to better control the cost and quality of infrastructure for the transmission portion of the electrical distribution system, ultimately assisting its member communities to improve our competitiveness.

After roughly 10 months of due diligence, the administration is proposing the attached asset purchase agreement, land lease, and operations and maintenance agreement. The premise of the arrangement is as follows:

- AMP-T takes ownership of the transmission assets of the substation (aerial highlight rough estimate of the infrastructure)
- AMP-T pays the City net book value at time of closing for those assets - funds utilized for immediate principal payoff of the City's outstanding debt
- AMP-T constructs an additional service redundancy and gains regulatory approval for what is considered "integrated" transmission
- Huron Public Power maintains the distribution portion of the substation, including the transformers and all of the infrastructure from the substation to the customer delivery points.
- Huron Public Power remains the utility provider (including the financial beneficiary of all HPP activity)
- AMP-T takes over all operations and maintenance of the transmission assets portion of the substation going forward (at its cost)
- AMP-T will update the current CT meter at the entry point to HPP to expand our overall capacity beyond current First Energy limit of 36 MW
- AMP-T will have a land lease to ensure they have appropriate access to the land that houses the transmission assets at the substation site
- HPP system to become more reliable with construction of a secondary feed (redundant service line)

The agreement and negotiations have been spearheaded through my office and in coordination with the Law Department. Due to the complexity of the arrangement and at the recommendation of the Law Department, we engaged an outside firm (Bricker & Eckler, LLP) with specialization and experience with public power operations and AMP-T transactions to provide a final review of the agreement and Mucci Farms rate agreement for a total cost not to exceed \$9,900. The costs of this are financed through electrical proceeds.

This concept has been presented and discussed with the Finance Committee at multiple meetings, including a

joint session of the Committee and Council. In addition, representatives from other communities that have authorized transactions with AMP-T have attended and provided additional feedback on the process. The administration is inviting representatives from AMP-T to an upcoming Council meeting to ensure an additional comment period.

### **Financial Review**

The financials of this agreement have been discussed with the Finance Committee and Council over the past 6 months. The draft agreement does not change Staff's recommendation to move forward with selling the transmission assets to AMP-T. It is important to note that selling Huron Public Power's transmission assets would have no impact on the utility side of Huron Public Power. Huron Public Power would still be the utility - we would just be changing who owns the transmission assets that get the power to us. All financial activity would remain Huron Public Power's.

The sale of assets would accelerate the City's paydown of the debt by 3-4 years. This would result in a \$150,000 savings on interest payments and cost of debt issuance. Sale of the transmission assets would shift the liability for metering to the new owner of the transmission assets - shifting \$100,000-\$150,000 worth of cost off the City's liability sheet. The sale of assets could reduce the City's cost of overhead, maintenance, and contractual services currently incurred on the transmission assets. The liability cost for maintenance and operation of the transmission assets, including metering to serve Mucci's Phase 3 and expansion of Huron Public Power related to the transmission assets, would be shifted to the new owner. In addition, certain administrative costs that the City would have been responsible for would be shifted.

More details on the financials will be included in the 2021 budget and discussed with the Finance Committee during this year's budget meetings.

### **Legal Review**

This matter has been reviewed, follows normal legislative procedure, and is properly before you.

### **Recommendation**

Ordinance No. 2020-27 is on the agenda as a placeholder only, while final revisions are made to the agreement. No action is required at this meeting.

[Ordinance No. 2020-17.doc](#)

**ORDINANCE NO. 2020-17**

Introduced by: Trey Hardy

**AN ORDINANCE AUTHORIZING AND PRESCRIBING THE MANNER OF SALE OF A PORTION OF HURON PUBLIC POWER SUBSTATION TRANSMISSION ASSETS, OWNED BY THE CITY OF HURON, LOCATED ON PPN. 42-00120.00 AND MORE PARTICULARLY DESCRIBED IN EXHIBIT “A”, AND AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT FOR THE SALE OF THAT PORTION OF PROPERTY TO AMP TRANSMISSION, LLC.**

**WHEREAS**, the City owns certain property comprising the transmission assets portion of Huron Public Power Substation located on PPN: 42-000120.00, and more particularly described in Exhibit “A” to the Agreement defined herein (the Property); and

**WHEREAS**, this Council has received a proposal from AMP Transmission, LLC requesting to purchase the Property and has carefully reviewed and considered such proposal; and

**WHEREAS**, this Council desires to sell the Property,

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF HURON, OHIO:**

**SECTION 1.** That, pursuant to the Constitution of the State and the Charter of the City, the manner and procedure for the sale of the Property are prescribed and established by this Ordinance. This Council hereby determines that the Property is not needed for public use. This Council further determines that, following its review and full consideration of the proposal to purchase the Property, it is in the best interest of the City to sell the Property to AMP Transmission, LLC, under the terms generally of the Purchase Agreement, which agreement shall be substantially in the form of Exhibit “A” attached hereto and made a part hereof.

**SECTION 2.** That the City Manager is authorized and directed to complete negotiations with AMP Transmission, LLC, for the sale of the Property and to enter into and sign the Agreement on behalf of the City in substantially the form of Exhibit “A”. The Agreement is approved with changes therein not inconsistent with this Ordinance and not substantially adverse to the City that shall be approved by the City Manager; provided that the approval of those changes by the City Manager, and their character is not being substantially adverse to the City, shall be conclusively evidenced by the signing of the Agreement. The City Manager is further authorized and directed to sign any leases, easements, ground leases, certificates, financing statements, assignments, or other documents and instruments and to take such actions as are, in the opinion of legal counsel to the City, necessary or appropriate to consummate the transactions contemplated by this Ordinance and the Agreement. The City Manager is further authorized to take any actions on behalf of the City that are required or permitted to be taken by the City under or pursuant to this Ordinance, the Agreement or any related deed during the period those documents are in effect.

**SECTION 3.** It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were taken in an open meeting of this 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 the law.

\_\_\_\_\_  
Sam Artino, Mayor

ATTEST: \_\_\_\_\_  
Clerk of Council

ADOPTED: \_\_\_\_\_



**TO:** Mayor Artino and City Council  
**FROM:** Matthew Lasko  
**RE:** Resolution No. 2020-79  
**DATE:** December 8, 2020

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### **Subject Matter/Background**

Resolution No. 2020-79 authorizes the City Manager to enter into binding Memoranda of Understanding (MOU) with the HPD bargaining unit modifying the existing Collective Bargaining Agreements for sergeants and patrol offices regarding HPD incentive pay. Per the existing contract, the City is to pay 1% incentive pay annually for any HPD employee who meets or exceeds 40 hours of training. This pay is to come at the first pay period in December.

With the pandemic, many trainings were cancelled in 2020, making it difficult for HPD members to meet this incentive threshold. As a compromise, the administration is agreeable to paying out the 1% in 2020 to all HPD members, but the 1% incentive pay for 2021 will only be paid out if HPD members reach a total of 60 hours of training between 2020 and 2021. For 2020, the incentive payout will be made in the second pay period of December. In 2021, the payout will revert back to the first pay period in December.

### **Financial Review**

The 2020 budget and 2021 proposed budget will not be impacted by these MOUs. The dollar amount of the training incentive has not been modified from the current collective bargaining agreement, which totals \$9,000 to \$10,000 a year for the entire department. The Finance Department will confirm that 60 hours of training over 2020 and 2021 were completed prior to paying the 2021 incentive.

### **Legal Review**

This matter has been reviewed, follows normal procedure, and is properly before you.

### **Recommendation**

If Council is in support of the request, a motion placing Resolution 2020-79 on its first reading is in order.

[Resolution No. 2020-79.doc](#)

[Resolution No. 2020-79 Exhibit A.pdf](#)

**RESOLUTION NO. 2020-79**

Introduced by: Monty Tapp

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO BINDING MEMORANDA OF UNDERSTANDING WITH THE FRATERNAL ORDER OF POLICE/OLC/SERGEANTS AND THE FRATERNAL ORDER OF POLICE/OLC/PATROL OFFICERS MODIFYING THEIR RESPECTIVE COLLECTIVE BARGAINING AGREEMENTS WITH THE CITY OF HURON RELATING TO INCENTIVE PAY.**

**BE IT RESOLVED BY THE COUNCIL OF THE CITY OF HURON, OHIO, THAT:**

**SECTION 1.** The City Manager shall be, and he hereby is, authorized and directed to enter into binding Memoranda of Understanding with the Fraternal Order of Police/OLC/Sergeant and the Fraternal Order of Police/OLC/Patrol Officers to modify their respective Collective Bargaining Agreements with the City of Huron to allow for payment of incentive pay to Huron Police Department Members in 2020 as set forth in the Memoranda of Understanding. The Memoranda of Understanding shall be in a form substantially similar to the respective Memoranda of Understanding attached hereto and incorporated herein by reference as Exhibit A.

**SECTION 2:** This Council hereby finds and determines that all formal actions relative to the adoption of this Resolution were taken in an open meeting of the Council and that all deliberations of this Council and of its committees, if any, which resulted in formal action, were taken in meetings open to the public in full compliance with applicable legal requirements, including O.R.C. §121.22 of the Revised Code.

**SECTION 3:** This Resolution shall be in full force and effect from and immediately after its adoption.

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Sam Artino, Mayor

ATTEST: \_\_\_\_\_  
Clerk of Council

ADOPTED: \_\_\_\_\_

**MEMORANDUM OF UNDERSTANDING**

This City of Huron and Fraternal Order of Police, Ohio Labor Council, Inc., having met to discuss amending Section 15.04 – Training of the Patrol Officers collective bargaining agreement have collaborated, and the following has been agreed upon:

1 The Parties are bound by a previously agreed upon Collective Bargaining Agreement for the period of January 1, 2019 to December 31, 2021, and;

2 Section 15.04 – Training:

The parties agree that a modification is necessary to this section due to the Coronavirus pandemic. Trainings were cancelled in 2020 making it exceedingly difficult for patrol officers to meet this incentive threshold in 2020. As a compromise, the administration will pay out the one percent (1%) salary increment as if each patrol officer successfully completed 40 hours of training in 2020. Except the payout date has been modified and will be made the second pay of December 2020. Consequently, the one percent (1%) salary increment for 2021 will be modified to as follows:

- In order to receive the 2021 salary increment of one percent (1%) in the first pay of December 2021, each patrol officer must successfully complete a total of sixty (60) hours of training over and above State of Ohio Mandated Training between 2020 and 2021, in order to account for the training sessions which were canceled in 2020 due to the Coronavirus pandemic. If the same conditions apply in 2021 the parties agree to reopen the terms of this Agreement.

This agreement shall not be used as a precedent for future causes of action, nor shall it be deemed a "past practice" or be raised in any claim of disparate treatment in any future grievance or claim of any kind. In all respects not in conflict with the foregoing or other MOU's relating to the parties' Collective Bargaining Agreement dated January 1, 2019, the parties ratify and affirm the provisions of such agreement.

**THE CITY OF HURON:**

**F.O.P OHIO LABOR COUNCIL, INC.:**

By \_\_\_\_\_  
City Manager

By Jackie A. Wegman  
Staff Representative

Date: \_\_\_\_\_

Date: 12-2-2020

Approved as to form:

By [Signature]  
Officer

\_\_\_\_\_  
Law Director

By \_\_\_\_\_  
Officer

**MEMORANDUM OF UNDERSTANDING**

This City of Huron and Fraternal Order of Police, Ohio Labor Council, Inc., having met to discuss amending Section 15.04 – Training of the Sergeants collective bargaining agreement have collaborated, and the following has been agreed upon:

1 The Parties are bound by a previously agreed upon Collective Bargaining Agreement for the period of January 1, 2019 to December 31, 2021, and;

2 Section 15.04 – Training:

The parties agree that a modification is necessary to this section due to the Coronavirus pandemic. Trainings were cancelled in 2020 making it exceedingly difficult for sergeants to meet this incentive threshold in 2020. As a compromise, the administration will pay out the one percent (1%) salary increment as if each sergeant successfully completed 40 hours of training in 2020. Except the payout date has been modified and will be made the second pay of December 2020. Consequently, the one percent (1%) salary increment for 2021 will be modified to as follows:

- In order to receive the 2021 salary increment of one percent (1%) in the first pay of December 2021, each sergeant who has completed the grade steps must successfully complete a total of sixty (60) hours of training over and above State of Ohio Mandated Training between 2020 and 2021, in order to account for the training sessions which were canceled in 2020 due to the Coronavirus pandemic. If the same conditions apply in 2021 the parties agree to reopen the terms of this Agreement.

This agreement shall not be used as a precedent for future causes of action, nor shall it be deemed a "past practice" or be raised in any claim of disparate treatment in any future grievance or claim of any kind. In all respects not in conflict with the foregoing or other MOU's relating to the parties' Collective Bargaining Agreement dated January 1, 2019, the parties ratify and affirm the provisions of such agreement.

**THE CITY OF HURON:**

**F.O.P OHIO LABOR COUNCIL, INC.:**

By \_\_\_\_\_  
City Manager

By Jackie A. Wegman  
Staff Representative

Date: \_\_\_\_\_

Date: 12-2-2020

Approved as to form:

By [Signature]  
Sergeant

\_\_\_\_\_  
Law Director

By \_\_\_\_\_  
Sergeant



**TO:** Mayor Artino and City Council  
**FROM:** Cory Swaisgood , Finance Director  
**RE:** Ordinance No. 2020-34  
**DATE:** December 8, 2020

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### **Subject Matter/Background**

In accordance with the Municipal Charter, the FY 2021 City Manager's Recommended Budget was distributed for your review on December 1, 2020 per statutory requirement. This action follows the Annual Tax Budget submission and public hearing in June, presentation to the County Budget Commission and certification by the County Auditor this fall. As required, a motion was passed at the November 24, 2020 setting a Public Hearing date/time on the 2021 Recommended Budget and subsequent legal notice has been published. The Public Hearing will be held during the meeting of December 8, 2020 as required, in which Council must approve/deny/amend the budget as presented during the public hearing. The public hearing is in advance of Council's consideration of Ordinance 2020-34, which will authorize 2021 appropriations.

### **Financial Review**

A copy of the 2021 Budget Book as well as the supporting summarization presented to the Finance Committee as part of the 2021 Budget creation was distributed to Council on December 1. The Administration will present the budget during the public hearing scheduled for this meeting. This agenda item is lawfully adopting appropriations for the 2021 fiscal year.

### **Legal Review**

The matter has been reviewed, follows normal legislative procedure and is properly before you.

### **Recommendation**

If the Council is in support of the request, a motion to adopt Ordinance No. 2020-34 as an emergency measure is in order.

[Ordinance No. 2020-34.doc](#)

[3 Council Legal Level Attachment.pdf](#)

**ORDINANCE NO. 2020-34**

Introduced by: Mark Claus

**AN ORDINANCE MAKING APPROPRIATIONS FOR THE CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF HURON, OHIO DURING THE FISCAL YEAR ENDING DECEMBER 31, 2021.**

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF HURON, OHIO:**

**SECTION 1.** That the municipal budget heretofore prepared and submitted to the City Council by the City Manager, presented in a Public Hearing on December 8, 2020, is hereby adopted as the appropriation ordinance for the current expenses and other expenditures of the City of Huron during the fiscal year ending December 31, 2021, and there is hereby appropriated to the various funds and accounts the amounts set forth in Exhibit “A” on file in the office of the Clerk of Council, a true and correct copy of which is hereby made a part of this Ordinance as if fully set forth in the body hereof.

**SECTION 2.** That those sums which are expended from the above appropriations and are repaid by any other department, any firm, person or corporation shall be considered re-appropriated for such original purpose, provided the total appropriation as increased by and such repayment shall not be exceeded.

**SECTION 3.** The Director of Finance is hereby authorized to draw his warrants as approved by the City Manager for payments from any of the foregoing appropriations upon receiving proper certificates and vouchers therefor, duly approved; provided, however, no warrants shall be drawn or paid for salaries or wages except for persons employed by authority of, and in accordance with, law or ordinance.

**SECTION 4.** That this Council hereby finds and determines that all formal actions relative to the adoption of this Ordinance were taken in an open meeting of the Council and that all deliberations of this Council and of its committees, if any, which resulted in formal action, were taken in meetings open to the public in full compliance with applicable legal requirements, including O.R.C. § 121.22

**SECTION 5.** That, in accordance with Section 3.06 of the Charter of the City of Huron, Ohio, this Ordinance shall take effect immediately upon its adoption.

\_\_\_\_\_  
Sam Artino, Mayor

ATTEST: \_\_\_\_\_  
Clerk of Council

ADOPTED: \_\_\_\_\_

**GENERAL FUND**

110

<b>Police Department</b>	<b>Appropriation</b>	
Personnel Services	\$ 1,264,644	
Other Expenses	\$ 136,496	
<b>Department Total:</b>		<b>\$ 1,401,140</b>

<b>Police and Fire Communications</b>	<b>Appropriation</b>	
Personnel Services	\$ -	
Other Expenses	\$ 41,000	
<b>Department Total:</b>		<b>\$ 41,000</b>

<b>Building and Inspections</b>	<b>Appropriation</b>	
Personnel Services	\$ 104,809	
Other Expenses	\$ 132,450	
<b>Department Total:</b>		<b>\$ 237,259</b>

<b>Refuse Collections</b>	<b>Appropriation</b>	
Personnel Services	\$ -	
Other Expenses	\$ -	
<b>Department Total:</b>		<b>\$ -</b>

<b>Information Technology</b>	<b>Appropriation</b>	
Personnel Services	\$ -	
Other Expenses	\$ 30,000	
<b>Department Total:</b>		<b>\$ 30,000</b>

<b>City Manager</b>	<b>Appropriation</b>	
Personnel Services	\$ 55,654	
Other Expenses	\$ 5,100	
<b>Department Total:</b>		<b>\$ 60,754</b>

<b>Human Resources</b>	<b>Appropriation</b>	
Personnel Services	\$ -	
Other Expenses	\$ 1,100	
<b>Department Total:</b>		<b>\$ 1,100</b>

<b>Finance Department</b>	<b>Appropriation</b>	
Personnel Services	\$ 75,238	
Other Expenses	\$ 13,700	
<b>Department Total:</b>		<b>\$ 88,938</b>

<b>Income Tax Department</b>	<b>Appropriation</b>	
Personnel Services	\$ -	
Other Expenses	\$ 102,000	
<b>Department Total:</b>		<b>\$ 102,000</b>

<b>Law Director</b>	<b>Appropriation</b>	
Personnel Services	\$	29,238
Other Expenses	\$	100,000
<b>Department Total:</b>		<b>\$ 129,238</b>

<b>City Council</b>	<b>Appropriation</b>	
Personnel Services	\$	51,787
Other Expenses	\$	-
<b>Department Total:</b>		<b>\$ 51,787</b>

<b>Municipal Court</b>	<b>Appropriation</b>	
Personnel Services	\$	275,593
Other Expenses	\$	22,150
<b>Department Total:</b>		<b>\$ 297,743</b>

<b>Public Buildings</b>	<b>Appropriation</b>	
Personnel Services	\$	-
Other Expenses	\$	88,090
<b>Department Total:</b>		<b>\$ 88,090</b>

<b>Administrative Support</b>	<b>Appropriation</b>	
Personnel Services	\$	-
Other Expenses	\$	490,101
<b>Department Total:</b>		<b>\$ 490,101</b>

<b>Operating Transfers Out</b>	<b>Appropriation</b>	
Transfers Out	\$	1,844,468
Advances Out	\$	-
<b>Department Total:</b>		<b>\$ 1,844,468</b>

<b>Total GENERAL FUND:</b>		<b>\$ 4,863,618</b>
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**SPECIAL WARRANTS** 111

	<b>Appropriation</b>	
Personnel Services	\$	3,042
Other Expenses	\$	-
Transfers Out	\$	-
<b>Total SPECIAL WARRANTS:</b>		<b>\$ 3,042.00</b>

**BUDGET STABLIZATION FUND** 120

	<b>Appropriation</b>	
Personnel Services	\$	-
Other Expenses	\$	-
Transfers Out	\$	-
<b>Total BUDGET STABLIZATION FUND:</b>		<b>\$ -</b>

**GARBAGE, RECYCLING, YARD WASTE FUND** 201

	<b>Appropriation</b>	
Personnel Services	\$ 40,684	
Other Expenses	\$ 803,690	
Transfers Out	\$ -	
<b>Total GARBAGE, RECYCLING, YARD WASTE FUND:</b>		<b>\$ 844,373.80</b>

**PROPERTY MAINTENANCE FUND** **202**

	<b>Appropriation</b>	
Personnel Services	\$ -	
Other Expenses	\$ 12,407	
Transfers Out	\$ -	
<b>Total PROPERTY MAINTENANCE FUND:</b>		<b>\$ 12,407.00</b>

**PARKS AND RECREATION FUND** **207**

	<b>Appropriation</b>	
Personnel Services	\$ 408,736	
Other Expenses	\$ 236,170	
Transfers Out	\$ 20,000	
<b>Total PARKS AND RECREATION FUND:</b>		<b>\$ 664,906</b>

**PARKS FUND** **208**

	<b>Appropriation</b>	
Personnel Services	\$ -	
Other Expenses	\$ -	
Transfers Out	\$ 300,000	
<b>Total PARKS FUND:</b>		<b>\$ 300,000</b>

**RECREATION FUND** **209**

	<b>Appropriation</b>	
Personnel Services	\$ -	
Other Expenses	\$ -	
Transfers Out	\$ 200,000	
<b>Total RECREATION FUND:</b>		<b>\$ 200,000</b>

**BOAT BASIN** **210**

	<b>Appropriation</b>	
Personnel Services	\$ 46,651	
Other Expenses	\$ 164,873	
Transfers Out	\$ -	
<b>Total BOAT BASIN:</b>		<b>\$ 211,524</b>

**HURON PARKS FOUNDATION** **211**

	<b>Appropriation</b>	
Personnel Services	\$ -	
Other Expenses	\$ 10,000	
Transfers Out	\$ -	
<b>Total HURON PARKS FOUNDATION:</b>		<b>\$ 10,000</b>

**STREET MAINTENANCE FUND**

212

	Appropriation	
Personnel Services	\$ 334,995	
Other Expenses	\$ 317,125	
Transfers Out	\$ 200,000	
<b>Total STREET MAINTENANCE FUND:</b>		<b>\$ 852,120</b>

**STATE HIGHWAY**

213

	Appropriation	
Personnel Services	\$ 26,868	
Other Expenses	\$ 20,000	
Transfers Out	\$ -	
<b>Total STATE HIGHWAY:</b>		<b>\$ 46,868</b>

**SPECIAL FIRE LEVY**

214

	Appropriation	
Personnel Services	\$ 1,789,468	
Other Expenses	\$ 266,025	
Transfers Out	\$ 367,557	
<b>Total SPECIAL FIRE LEVY:</b>		<b>\$ 2,423,050</b>

**STREET LIGHTING**

215

	Appropriation	
Personnel Services	\$ 11,708	
Other Expenses	\$ 158,856	
Transfers Out	\$ -	
<b>Total STREET LIGHTING:</b>		<b>\$ 170,564</b>

**COURT COMPUTER FUND**

216

	Appropriation	
Personnel Services	\$ -	
Other Expenses	\$ 60,000	
Transfers Out	\$ -	
<b>Total COURT COMPUTER FUND:</b>		<b>\$ 60,000</b>

**COURT CAPITAL PROJECTS**

217

	Appropriation	
Personnel Services	\$ -	
Other Expenses	\$ 65,000	
Transfers Out	\$ 3,000	
<b>Total COURT CAPITAL PROJECTS:</b>		<b>\$ 68,000</b>

**INDIGENT ALCOHOL TREATMENT**

218

	Appropriation
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Personnel Services	\$ -	
Other Expenses	\$ 1,000	
Transfers Out	\$ -	
<b>Total INDIGENT ALCOHOL TREATMENT:</b>		<b>\$ 1,000</b>

**ENFORCEMENT/EDUCATION** **219**

	Appropriation	
Personnel Services	\$ -	
Other Expenses	\$ 1,600	
Transfers Out	\$ -	
<b>Total ENFORCEMENT/EDUCATION:</b>		<b>\$ 1,600</b>

**POLICE RESOURCE OFFICER** **220**

	Appropriation	
Personnel Services	\$ 58,951	
Other Expenses	\$ -	
Transfers Out	\$ 5,800	
<b>Total POLICE RESOURCE OFFICER:</b>		<b>\$ 64,751</b>

**INDIGENT DRIV INTERLOCK & ALCO** **222**

	Appropriation	
Personnel Services	\$ -	
Other Expenses	\$ 1,000	
Transfers Out	\$ -	
<b>Total INDIGENT DRIV INTERLOCK &amp; ALCO:</b>		<b>\$ 1,000</b>

**MARINE PATROL GRANT** **225**

	Appropriation	
Personnel Services	\$ 29,407	
Other Expenses	\$ 11,200	
Transfers Out	\$ -	
<b>Total MARINE PATROL GRANT:</b>		<b>\$ 40,607</b>

**MANDATORY TRUST FINE** **270**

	Appropriation	
Personnel Services	\$ -	
Other Expenses	\$ 4,692	
Transfers Out	\$ -	
<b>Total MANDATORY TRUST FINE:</b>		<b>\$ 4,692</b>

**CONTRABAND FORFEITURE** **271**

	Appropriation	
Personnel Services	\$ -	
Other Expenses	\$ 7,500	

Transfers Out	\$ -	
<b>Total CONTRABAND FORFEITURE:</b>		<b>\$ 7,500</b>

**PROBATION FUND**

272

	Appropriation	
Personnel Services	\$ 40,941	
Other Expenses	\$ 700	
Transfers Out	\$ -	
<b>Total PROBATION FUND:</b>		<b>\$ 41,641</b>

**SHADE TREE FUND**

273

	Appropriation	
Personnel Services	\$ -	
Other Expenses	\$ -	
Transfers Out	\$ -	
<b>Total SHADE TREE FUND:</b>		<b>\$ -</b>

**FIRE PENSION FUND**

274

	Appropriation	
Personnel Services	\$ 287,866	
Other Expenses	\$ 820	
Transfers Out	\$ -	
<b>Total FIRE PENSION FUND:</b>		<b>\$ 288,686</b>

**POLICE PENSION FUND**

275

	Appropriation	
Personnel Services	\$ 211,283	
Other Expenses	\$ 1,153	
Transfers Out	\$ -	
<b>Total POLICE PENSION FUND:</b>		<b>\$ 212,436</b>

**ECONOMIC DEVELOPMENT FUND**

277

	Appropriation	
Personnel Services	\$ -	
Other Expenses	\$ 134,000	
Transfers Out	\$ -	
<b>Total ECONOMIC DEVELOPMENT FUND:</b>		<b>\$ 134,000</b>

**REVOLVING LOANS**

290

	Appropriation	
Personnel Services	\$ -	
Other Expenses	\$ -	
Transfers Out	\$ -	
<b>Total REVOLVING LOANS:</b>		<b>\$ -</b>

**EMPLOYEE BENEFIT RESERVE FUND**

298

	Appropriation	
Personnel Services	\$ 221,310	
Other Expenses	\$ -	
Transfers Out	\$ -	
<b>Total EMPLOYEE BENEFIT RESERVE FUND:</b>		<b>\$ 221,310</b>

**EMPLOYEE BENEFIT RESERVE - WATER**

299

	Appropriation	
Personnel Services	\$ 32,818	
Other Expenses	\$ -	
Transfers Out	\$ -	
<b>Total EMPLOYEE BENEFIT RESERVE - WATER:</b>		<b>\$ 32,818</b>

**G.O. BOND RETIREMENT**

301

	Appropriation	
Personnel Services	\$ -	
Other Expenses	\$ 886,669	
Transfers Out	\$ -	
<b>Total G.O. BOND RETIREMENT:</b>		<b>\$ 886,669</b>

**CAPITAL IMPROVEMENT**

401

	Appropriation	
Personnel Services	\$ -	
Other Expenses	\$ 608,552	
Transfers Out	\$ -	
<b>Total CAPITAL IMPROVEMENT:</b>		<b>\$ 608,552</b>

**CAPITAL EQUIPMENT RESERVE & REPLACEMENT**

403

	Appropriation	
Personnel Services	\$ -	
Other Expenses	\$ 413,627	
Transfers Out	\$ -	
<b>Total CAPITAL EQUIPMENT RESERVE &amp; REPLACEMENT:</b>		<b>\$ 413,627</b>

**WATER BOND RETIREMENT**

602

	Appropriation	
Personnel Services	\$ -	
Other Expenses	\$ 119,856	
Transfers Out	\$ -	
<b>Total WATER BOND RETIREMENT:</b>		<b>\$ 119,856</b>

**WATER CAPITAL PROJECTS**

603

	<b>Appropriation</b>	
Personnel Services	\$ -	
Other Expenses	\$ 3,712,987	
Transfers Out	\$ -	
<b>Total WATER CAPITAL PROJECTS:</b>		<b>\$ 3,712,987</b>

**WATER FUND**

604

	<b>Appropriation</b>	
Personnel Services	\$ 1,285,364	
Other Expenses	\$ 731,333	
Transfers Out	\$ 169,856	
<b>Total WATER FUND:</b>		<b>\$ 2,186,552</b>

**STORM WATER FUND**

605

	<b>Appropriation</b>	
Personnel Services	\$ 16,462	
Other Expenses	\$ 82,150	
Transfers Out	\$ -	
<b>Total STORM WATER FUND:</b>		<b>\$ 98,612</b>

**ELECTRIC FUND**

654

	<b>Appropriation</b>	
Personnel Services	\$ 240,804	
Other Expenses	\$ 3,078,444	
Transfers Out	\$ -	
<b>Total ELECTRIC FUND:</b>		<b>\$ 3,319,248</b>

**COMMUNITY INFRASTRUCTURE FEE FUND**

655

	<b>Appropriation</b>	
Personnel Services	\$ -	
Other Expenses	\$ 215,801	
Transfers Out	\$ -	
<b>Total COMMUNITY INFRASTRUCTURE FEE FUND:</b>		<b>\$ 215,801</b>

**COMPUTER REPAIR & MAINTENANCE**

701

	<b>Appropriation</b>	
Personnel Services	\$ -	
Other Expenses	\$ 28,200	
Transfers Out	\$ -	
<b>Total COMPUTER REPAIR &amp; MAINTENANCE:</b>		<b>\$ 28,200</b>

**HEALTHCARE**

703

	<b>Appropriation</b>
Personnel Services	\$ 1,014,223

Other Expenses	\$ 10,000	
Transfers Out	\$ -	
<b>Total HEALTHCARE:</b>		<b>\$ 1,024,223</b>

**HURON JOINT RECREATION DISTRICT** **860**

	<b>Appropriation</b>	
Personnel Services	\$ -	
Other Expenses	\$ 460,206	
Transfers Out	\$ -	
<b>Total HURON JOINT RECREATION DISTRICT:</b>		<b>\$ 460,206</b>

**STATE PATROL** **863**

	<b>Appropriation</b>	
Personnel Services	\$ -	
Other Expenses	\$ 14,000	
Transfers Out	\$ -	
<b>Total STATE PATROL:</b>		<b>\$ 14,000</b>

**PUBLIC SAFETY TRECHNOLOGY GRANT** **865**

	<b>Appropriation</b>	
Personnel Services	\$ -	
Other Expenses	\$ -	
Transfers Out	\$ -	
<b>Total PUBLIC SAFETY TRECHNOLOGY GRANT:</b>		<b>\$ -</b>

**DAMAGED STRUCTURE FUND** **870**

	<b>Appropriation</b>	
Personnel Services	\$ -	
Other Expenses	\$ -	
Transfers Out	\$ -	
<b>Total DAMAGED STRUCTURE FUND:</b>		<b>\$ -</b>

**HURON RESCUE SQAUD** **876**

	<b>Appropriation</b>	
Personnel Services	\$ -	
Other Expenses	\$ 29,500	
Transfers Out	\$ -	
<b>Total HURON RESCUE SQAUD:</b>		<b>\$ 29,500</b>

**UNCLAIMED FUNDS** **899**

	<b>Appropriation</b>	
Personnel Services	\$ -	
Other Expenses	\$ -	
Transfers Out	\$ -	
<b>Total UNCLAIMED FUNDS:</b>		<b>\$ -</b>



**TO:** Mayor Artino and City Council  
**FROM:** Terri Welkener , Clerk of Council  
**RE:** Ordinance No. 2020-35  
**DATE:** December 8, 2020

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### **Subject Matter/Background**

Ordinance No. 2020-35 requests the Council's authorization for changes to the annual budget appropriations. Please refer to Exhibit "A" of the ordinance for the detailed breakdown and summary.

### **Financial Review**

See Exhibit "A" for financial review and details of appropriation amendments, additional resources and cash transfers between funds.

### **Legal Review**

The matter has been reviewed, follows normal legislative procedure and is properly before you.

### **Recommendation**

If Council is in agreement, a motion to adopt Ordinance No. 2020-35 as an emergency measure is in order.

[Ordinance No. 2020-35.doc](#)  
[Ordinance 2020-35.pdf](#)

**ORDINANCE NO. 2020-35**

Introduced by Joel Hagy

**AN ORDINANCE AMENDING ORDINANCE NO. 2019-27, ADOPTED DECEMBER 10, 2019, TO PROVIDE FOR ADDITIONAL APPROPRIATIONS FROM THE GENERAL FUND AND OTHER FUNDING SOURCES AND AN INCREASE IN ESTIMATED RESOURCES AND FURTHER APPROVING CASH TRANSFERS BETWEEN FUNDS, AND DECLARING AN EMERGENCY.**

**WHEREAS**, pursuant to Ordinance No. 2019-27, adopted December 10, 2019, Huron City Council adopted the annual budget for the fiscal year ending December 31, 2020 for the operations of all City departments and offices; and

**WHEREAS**, Council has established various funds for the financial operation of the City, and through the current fiscal year certain funds have been determined to have insufficient funds and certain Funds have been determined to have excess funds; and

**WHEREAS**, it is necessary to amend the budget to reflect supplemental appropriations, an increase in estimated resources and cash transfers between funds to accommodate the operational needs of certain City departments and offices and to assure all funds of the City are in proper balance.

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF HURON, OHIO:**

**SECTION 1.** That Exhibit "A" of Ordinance No. 2019-27, adopted on the 10<sup>th</sup> day of December, 2019, as amended by Ordinance No. 2020-1 adopted January 28, 2020, and as amended by Ordinance No. 2020-7 adopted on March 10, 2020, and as amended by Ordinance No. 2020-8 adopted on March 31, 2020, and as amended by Ordinance No. 2020-9 adopted on May 12, 2020, and as amended by Ordinance No. 2020-14 adopted on July 14, 2020, and as amended by Ordinance No. 2020-15 adopted on July 29, 2020, and as amended by Ordinance No. 2020-21 adopted on August 25, 2020, and as amended by Ordinance No. 2020-24 adopted on September 22, 2020, and as amended by Ordinance No. 2020-29 adopted on October 13, 2020, and as amended by Ordinance 2020-32 adopted on November 24, 2020, is hereby amended to provide for supplemental appropriations, an increase in estimated resources and cash transfers between funds as to each fund set forth in Exhibit "A" attached hereto and made a part hereof.

**SECTION 2.** That the Director of Finance and the City Manager are hereby authorized to expend the funds herein appropriated for the purpose of paying the operating expenses of the City for the fiscal year ending December 31, 2020 and to make the necessary entries on the accounting records of the City to reflect the appropriations and expenditures herein authorized.

**SECTION 3.** That it is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council and that all deliberations of this Council and any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including O.R.C. §121.22.

**SECTION 4.** That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public health, safety and general welfare of the residents and for the further reason that this Ordinance shall become immediately effective to fund the operations of the City of Huron; additionally, in accordance with Section 3.06 of the Charter of the City of Huron, appropriation ordinances shall take effect immediately;

**WHEREFORE** this Ordinance shall take effect immediately upon its adoption.

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Sam Artino, Mayor

ATTEST: \_\_\_\_\_  
Clerk of Council

ADOPTED: \_\_\_\_\_.

CITY OF HURON  
 BUDGET APPROPRIATION ADJUSTMENTS, ESTIMATED RESOURCES, AND CASH TRANSFERS  
 SUMMARY SHEET

DATE: 12/8/2020  
 ORDINANCE: 2020-35

**Appropriation Measure and Increase in Estimated Resources**

**Reason for Appropriation Measure and Increase in Estimated Resources**

The appropriation measure and increase in estimated resources are necessary to properly budget for additional expenses and revenue. Supplemental appropriations and an increase of estimated resources is necessary out of the Coronavirus Relief Fund to receipt a redistribution of CARES ACT Funds from the County following the November reporting deadline. The City received an additional \$4,085.51 to be used on COVID-19 related expenses. The funds are expected to be used to offset personnel costs for safety services. In addition, the supplemental appropriations and a cash transfer from the Marine Patrol Grant to the Police Pension Fund is necessary to spend and reconcile the Marine Patrol Grant prior to the end of the performance period of the grant (12/31/2020). If the City cannot prove the entire grant was spent in 2020, the excess funds need returned.

**Overall, the net impact of all these changes on the City's budget is \$2,500, in which sufficient revenue from the Marine Patrol Grant is currently available for the additional budget.** In accordance with the Ohio Revised Code, Council must approve supplemental appropriations, budget transfers above the City's legal level of control, and amendments to estimated resources.

**APPROPRIATION MEASURE**

Fund Name	Fund Number	Department/Activity	Object Level	Increase/(Decrease) Amount	Total Appropriations After Adjustment
CORONAVIRUS RELIEF FUND	226	Administrative	PERSONNEL SERVICES	\$ 4,085.51	\$ 239,898
MARINE PATROL GRANT	225	Police	OTHER EXPENSES	\$ 2,500.00	\$ 17,893
MARINE PATROL GRANT	225	Police	TRANSFER OUT	\$ 4,193.39	

**NET IMPACT ON TOTAL APPROPRIATIONS** \$ 10,778.90

**ESTIMATED RESOURCES AMENDMENT**

Fund	Fund - Account #	Account Description	Increase/(Decrease) Amount	Total Est. Resources After Adjustment
CORONAVIRUS RELIEF FUND	226-0005-41425	FEDERAL GRANT	\$ 4,085.51	\$ 462,646
POLICE PENSION FUND	275-0012-49225	TRANSFER FROM MARINE PATROL FUND	\$ 4,193.39	\$ 4,193

**NET IMPACT ON TOTAL EST. RESOURCES** \$ 8,278.90

**Net Overall Impact to Budget** \$ (2,500.00)

**Cash Transfer between Funds**

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**Reason for Cash Transfer:**

The cash transfer below was not initially budgeted in the 2020 budget. In order to spend the Marine Patrol Grant for 2020 and not have to pay back excess funds to the State, this cash transfer is necessary to fund the City's portion of the pension liability on overtime charged to the Marine Patrol Grant in 2020.

**CASH TRANSFER FROM:**

Fund Name	Fund Number	Department/Activity	Description	Amount	Cash Balance After Transfer
MARINE PATROL GRANT	225	TRANSFER OUT	TRANSFER TO POLICE PENSION FUND	\$ (4,193.39)	\$ 4,248

**TOTAL TRANSFERS OUT:** \$ (4,193.39)

**CASH TRANSFER TO:**

Fund Name	Fund Number	Department/Activity	Account Description	Amount	Cash Balance After Transfer
POLICE PENSION	275	TRANSFER IN	TRANSFER FROM GRANT SCHOOLS	\$ 4,193.39	\$ 45,359

**TOTAL TRANSFERS IN:** \$ 4,193.39



**TO:** Mayor Artino and City Council  
**FROM:** Terri Welkener , Clerk of Council  
**RE:** Resolution No. 2020-80  
**DATE:** December 8, 2020

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### **Subject Matter/Background**

In an effort to reduce the financial burden experienced by the community as a result of COVID-19, this legislation would temporarily suspend the enforcement of late penalties and other associated fees for late payment of City utility bills for December 2020 water utility bills, due on January 17th, 2021. This legislation also temporarily suspends the practice of shutting off service for non-payment for the same billing cycle until March 30, 2021. Council previously adopted Resolution 2020-35, for which the moratorium expired on May 31, 2020.

### **Financial Review**

Although the financial impact may result in delayed payments, the City will avoid personnel costs in assessing late penalties and shutting off water service. Utility payments have remained consistent through the pandemic, so we are not expecting a major reduction in revenue during this time. This legislation will defer the balance of December water utility bills, if payment is not made by January 17. The Finance Department is prepared to set up payment plans for customers with delinquent balances by April 1, if necessary.

### **Legal Review**

The matter has been reviewed, follows normal legislative procedure and is properly before you.

### **Recommendation**

If the Council is in support of the request, a motion to adopt Resolution No. 2020-80 is in order.

[Resolution No. 2020-80.doc](#)

**RESOLUTION NO. 2020-80**

Introduced by: Joe Dike

**A RESOLUTION WAIVING WATER UTILITY LATE FEES AND INTRODUCING A MORATORIUM ON WATER SHUT-OFFS DURING THE COVID-19 PANDEMIC, AND DECLARING AN EMERGENCY.**

**WHEREAS**, Chapter 915 of the Codified Ordinances of the City of Huron establishes the fees, charges, and assessments to be collected by the City for water services provided to Huron residents and businesses; and

**WHEREAS**, the COVID-19 global pandemic has had a considerable effect on Huron residents and businesses; and

**WHEREAS**, pursuant to its home rule authority under the Ohio Constitution, as well as the City Charter and Chapter 915 of the Codified Ordinances, Council desires to waive late fees on water utility accounts with late payment and/or non-payment for water usage that have accrued for December bills with a due date of January 17, 2021, and the City of Huron will suspend water shut-offs related to the aforementioned accounts until March 30, 2021. Water utility accounts will be shutoff after March 30, 2021 without full payment of the balance in arrears or a reasonable payment plan in place.

**BE IT RESOLVED BY THE COUNCIL OF THE CITY OF HURON, OHIO:**

**SECTION 1.** That all water utility late fees for late payment and/or non-payment for water usage that have accrued or are scheduled for December 2020 bills with a due date of January 17, 2021 are hereby waived, and the City of Huron will suspend water shut-offs related to said accounts until March 30, 2021, after which time the water shut-off moratorium shall cease and the City may exercise its rights related to delinquent water utility accounts. This moratorium and waiver of fees shall not apply to stormwater or trash collection charges.

**SECTION 2.** The City of Huron will establish reasonable payment plans for repayment of all delinquent accounts on water utility accounts with late payment and/or non-payment for water usage that have accrued for December bills with a due date of January 17, 2021. Water utility accounts will be shutoff after March 30, 2021 without full payment of the balance in arrears or if a reasonable payment plan with the City has not been agreed to or, if a payment plan has been entered, if said payment plan is in default.

**SECTION 3.** That this Resolution is hereby declared an emergency measure immediately necessary for the preservation of the public health, safety and welfare and for the further reason that it will assist Huron residents and businesses who have endured financial hardship during the COVID-19 crisis; and further provided that it receives the affirmative vote of two-thirds of all members of Council, it shall take effect and be in force immediately upon passage and approval by the Mayor.

**SECTION 4.** That this Council hereby finds and determines that all formal actions relative to the adoption of this Resolution were taken in an open meeting of the

Council and that all deliberations of this Council and of its committees, if any, which resulted in formal action, were taken in meetings open to the public in full compliance with applicable legal requirements, including O.R.C. § 121.22.

**SECTION 5.** That this Resolution shall be in full force and effect from and immediately after its adoption.

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Sam Artino, Mayor

ATTEST: \_\_\_\_\_  
Clerk of Council

ADOPTED: \_\_\_\_\_



**TO:** Mayor Artino and City Council  
**FROM:** Matthew Lasko  
**RE:** Ordinance No. 2020-36  
**DATE:** December 8, 2020

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**Subject Matter/Background**

Ordinance No. 2020-36 authorizes the annual position and salary schedule for non-charter positions within the City. Modifications to the position and salary schedule are suggested based on wage increases, addition of positions, collective bargaining agreements and changes to state and federal law.

The 2021 budget includes the updated annual salaries based on the following salary adjustments outlined below. The proposed increase in administrative base pay is in line with the 3-year average when factoring the existing Collective Bargaining Agreements in place for union positions.

UNIT	2019	2020	2021	3-yr. Total
FOP	3%	3%	2.5%	8.5%
IAFF	3%	3%	2.5%	8.5%
AFSCME	3%	3%	3%	9.0%
ADMIN	2%	3%	3%	8.0%

**Full-Time Position and Salary Schedule** - The modifications to ranges in Exhibit "B" of the ordinance have been adjusted to reflect current base salaries and salary increases per collective bargaining agreements.

**Part-Time and Seasonal Position Salary Schedule** - Minimum wage has been modified from \$8.70 to \$8.80 per hour to reflect the 2021 State of Ohio minimum wage rate, and base salary ranges have been adjusted to reflect current pay rates and cost of living adjustments.

**Financial Review**

The change to the position and salary schedule reconciles the payroll within the 2021 adopted budget.

**Legal Review**

This matter has been reviewed, follows normal procedure, and is properly before you.

**Recommendation**

If Council is in support of the request, a motion to adopt Ordinance No. 2020-36 is in order.

- [Ordinance No. 2020-36.docx](#)
- [Ordinance No. 2020-36 Exhibit A.docx](#)
- [Ordinance No. 2020-36 Exhibit B.docx](#)

**ORDINANCE NO. 2020-36**

Introduced by: Trey Hardy

**AN ORDINANCE AMENDING HURON CODIFIED ORDINANCE SECTION 161.04 (A), EXHIBIT "A" POSITION AND SALARY SCHEDULE AND DECLARING AN EMERGENCY**

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF HURON, OHIO:**

**SECTION 1.** That Section 164.04 (a) Exhibit "A" Position and Salary Schedule of the Codified Ordinances of the City of Huron, Ohio having been previously adopted in Ordinance No. 2019-30 on December 10, 2019 **WHICH CURRENTLY READS AS FOLLOWS, (refer to Exhibit "A" attached)** shall be and hereby is amended.

**SECTION 2.** That, Section 164.04 (a) Exhibit "A" Position and Salary Schedule, of the Codified Ordinances of the City of Huron, Ohio is hereby amended to read as follows **(refer to Exhibit "B" attached).**

**SECTION 3.** It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council and that all deliberations of this Council and any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including O. R.C. 121.22.

**SECTION 4.** To implement the established salary to take effect January 1, 2021, this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and general welfare; wherefore, this Ordinance shall be in full force and effect from and immediately after its passage.

\_\_\_\_\_  
Sam Artino, Mayor

ATTEST: \_\_\_\_\_  
Clerk of Council

ADOPTED: \_\_\_\_\_

EXHIBIT "A"

**161.04 POSITION AND SALARY SCHEDULE.**

(a) The position and salary schedule, marked Exhibit "A", which is attached hereto and made a part of this Code shall be effective as of January 1, 2020.

(b) The Personnel Officer, in conjunction with department and division heads and subject to the approval of the City Manager, shall annually review and make recommendations to Council for changes in the following schedule.

(c) The adopted position and salary schedule shall provide the basis for compensation of all municipal employees. The City Manager shall adopt an administrative policy, subject to approval of the City Council, to address those positions which are in existence and have not attained the minimum base salary range or have exceeded the maximum base salary range. A position may be assigned a salary lower than the minimum base salary range or higher than the maximum base salary range provided for that salary grade of that position, but is subject to administrative policy. Prior to appointment of a new employee, the City Manager shall consult the position and salary schedule for determination of placement within the relevant classification. Appointments shall normally be made at the minimum rate for the specified pay scale. Evaluation of an appointee's qualifications and experience shall be considered and may provide the basis for compensation in excess of the minimum base salary.

(d) Salary increases within an established range shall not be automatic, but can be given on the following bases:

- (1) A merit increase recommended, in writing, to the City Manager by the appropriate department or division head and approved by the City Manager. Such a recommendation is to be based on standards of performance or other pertinent data.
- (2) A merit increase recommended and approved by the City Manager. Such a recommendation is to be based on standards of performance or other pertinent data.
- (3) An across the board increase granted to all salaried employees and recommended by the City Manager.
- (4) A change in the employee's classification.

(e) Salary increases granted on the basis of subsection (d)(1), (2) and (3) hereof are dependent on the provisions of moneys appropriated in the annual appropriation ordinance. Salary increases granted on the basis of subsection (d)(1) and (2) hereof shall not be granted to an employee more frequently than once in each six months. No salary advancement shall be given before the employee completes the first six months of his probationary period. However, when the minimum salary for the particular position is increased during such employee's probationary period, such employee shall be compensated at such higher salary from the date of the passage of the salary ordinance.

(f) The salary rate established for an employee shall represent his total remuneration, not including reimbursement for official travel and except as otherwise provided, in this chapter (overtime pay, cost-of-living allowance, premium pay and/or on-call status). No reward, gift or other thing of value received from any source for the performance of his duties shall be retained by an employee. Notwithstanding the foregoing, employees of the Police Division, during off-duty time, may accept special duty assignments for police work only when authorized by the Police Chief.

(g) Whenever an employee works for a period less than the regularly established number of hours per day, days per week or weeks per month, the amount paid shall be proportionate to the time actually employed.

(h) All full-time salaried employees except department heads, administrative employees and Fire Division employees shall be compensated for each hour worked in excess of forty hours per week at a rate equal to one and one-half times their straight rate.

All full-time employees of the Fire Division shall be compensated for each hour worked in excess of 212 hours during any twenty-eight day work period at a rate equal to one and one-half times their straight rate.

Authorization of all overtime shall be under the control of the City Manager. If any fulltime salaried employee, other than department and division heads, requests the City Manager to grant compensatory time off in lieu of compensation for such employee's authorized overtime, the City Manager shall be authorized but not required to allow such request.

The City Manager shall be authorized, but not required, to grant compensatory time off to those administrative employees not entitled to overtime compensation at such times and to such extent that the City Manager, in his sole discretion deems justifiable under the circumstances relating to each such administrative employee.

(i) (EDITOR'S NOTE: This subsection was repealed by Ordinance 1988-2, passed January 25, 1988.)

(j) Each employee of the Division of Utilities and of the Division of Streets and Parks, when placed on a standby basis by the department or division head, shall receive compensation in addition to his regular salary in an amount equal to one hour of such employee's regular rate for each such day on call.  
(Ord. 1976-35. Passed 12-13-76; Ord. 1980-10. Passed 2-4-80; Ord. 1982-2. Passed 1-25-82; Ord. 1983-30. Passed 11-28-83; Ord. 1985-20. Passed 7-22-85; Ord. 1985-32. Passed 12-16-85; Ord. 1986-2. Passed 1-13-86; Ord. 2014-33. Passed 12-23-14.)

**CITY OF HURON  
FULL TIME POSITION AND SALARY SCHEDULE**

POSITION TITLE	Pay Scale	BASE SALARY RANGE	
		Min.	Max.
Assistant to the City Manager	10	\$60,564	\$87,550
Water Superintendent	9	\$56,016	\$84,023
Police Sergeant			
Fire Captain			
Parks and Recreation Operations Manager			
	8	\$50,264	\$75,396
Human Resources Director	7	\$46,968	\$70,452
Recreation Program Manager	6	\$46,402	\$72,000
Fire Lieutenant			
Street Foreman			
Finance Specialist Payroll			
Chief Operator	5	\$42,000	\$65,000
Firefighter			
Police Officer			
Water Distribution Foreman			
Zoning Inspector - FT			
Management Services Coordinator	4	\$40,273	\$54,487
Permit Technician/Admin Asst.			
Maintenance Worker 3	3	\$39,861	\$57,000
Parks and Municipal Ground Coordinator			
Finance Specialist Customer Service			
Maintenance Worker 2	2	\$37,080	\$54,000
Maintenance Worker 1			
Parks Maintenance Worker I			
Executive Administrative Asst./Clerk of Council			
Administrative Assistant	1	\$34,299	\$41,921

Supplemental Salary Schedule			
		BASE SALARY RANGE	
POSITION TITLE	Pay Scale	Min.	Max.
Assistant City Manager	VIII	\$51,478	\$79,000
Information Technology Manager	VIII	\$50,000	\$89,000
Director of Parks and Recreation	VI-C	\$38,676	\$75,000
Boat Basin Facility Manager	VI-B	\$37,403	\$51,500
Assistant Water Superintendent	V	\$35,160	\$60,600
Clerk of Court	V	\$35,160	\$71,000
Probation Officer	III	\$23,825	\$47,000
Deputy Clerk of Court	III	\$23,825	\$48,000
Finance Clerk	II	\$22,180	\$45,400
Executive Assistant		\$23,000	\$33,500
Municipal Judge		\$35,000	\$35,500

Part Time and Seasonal Position Salary Schedule		
	BASE SALARY RANGE	
POSITION TITLE	Min.	Max.
Deputy Court Clerk	\$8.70/hr.	\$14.50/hr.
Police/Dispatch Secretary		
Police Officer		
Court Bailiff/Court Security Officer		
Finance Clerk		
Customer Service Clerk		
Management Assistant		
General Maintenance Worker	\$10.00/hr.	\$24.00/hr.
Zoning Inspector - PT		
Street Maintenance	\$8.70/hr.	\$11.00/hr.
Parks Maintenance		
Recreation		
Dockhand	\$12.00/hr.	\$12.00/hr.
Basic EMT/FF		
Basic Paramedic/FF	\$15.00/hr.	\$15.00/hr.

(Ord. 2019-30; Passed 12-10-19)

EXHIBIT "B"

**161.04 POSITION AND SALARY SCHEDULE.**

(a) The position and salary schedule, marked Exhibit "A", which is attached hereto and made a part of this Code shall be effective as of January 1, 2021.

(b) The Personnel Officer, in conjunction with department and division heads and subject to the approval of the City Manager, shall annually review and make recommendations to Council for changes in the following schedule.

(c) The adopted position and salary schedule shall provide the basis for compensation of all municipal employees. The City Manager shall adopt an administrative policy, subject to approval of the City Council, to address those positions which are in existence and have not attained the minimum base salary range or have exceeded the maximum base salary range. A position may be assigned a salary lower than the minimum base salary range or higher than the maximum base salary range provided for that salary grade of that position, but is subject to administrative policy. Prior to appointment of a new employee, the City Manager shall consult the position and salary schedule for determination of placement within the relevant classification. Appointments shall normally be made at the minimum rate for the specified pay scale. Evaluation of an appointee's qualifications and experience shall be considered and may provide the basis for compensation in excess of the minimum base salary.

(d) Salary increases within an established range shall not be automatic, but can be given on the following bases:

- (1) A merit increase recommended, in writing, to the City Manager by the appropriate department or division head and approved by the City Manager. Such a recommendation is to be based on standards of performance or other pertinent data.
- (2) A merit increase recommended and approved by the City Manager. Such a recommendation is to be based on standards of performance or other pertinent data.
- (3) An across the board increase granted to all salaried employees and recommended by the City Manager.
- (4) A change in the employee's classification.

(e) Salary increases granted on the basis of subsection (d)(1), (2) and (3) hereof are dependent on the provisions of moneys appropriated in the annual appropriation ordinance. Salary increases granted on the basis of subsection (d)(1) and (2) hereof shall not be granted to an employee more frequently than once in each six months. No salary advancement shall be given before the employee completes the first six months of his probationary period. However, when the minimum salary for the particular position is increased during such employee's probationary period, such employee shall be compensated at such higher salary from the date of the passage of the salary ordinance.

(f) The salary rate established for an employee shall represent his total remuneration, not including reimbursement for official travel and except as otherwise provided, in this chapter (overtime pay, cost-of-living allowance, premium pay and/or on-call status). No reward, gift or other thing of value received from any source for the performance of his duties shall be retained by an employee. Notwithstanding the foregoing, employees of the Police Division, during off-duty time, may accept special duty assignments for police work only when authorized by the Police Chief.

(g) Whenever an employee works for a period less than the regularly established number of hours per day, days per week or weeks per month, the amount paid shall be proportionate to the time actually employed.

(h) All full-time salaried employees except department heads, administrative employees and Fire Division employees shall be compensated for each hour worked in excess of forty hours per week at a rate equal to one and one-half times their straight rate.

All full-time employees of the Fire Division shall be compensated for each hour worked in excess of 212 hours during any twenty-eight day work period at a rate equal to one and one-half times their straight rate.

Authorization of all overtime shall be under the control of the City Manager. If any fulltime salaried employee, other than department and division heads, requests the City Manager to grant compensatory time off in lieu of compensation for such employee's authorized overtime, the City Manager shall be authorized but not required to allow such request.

The City Manager shall be authorized, but not required, to grant compensatory time off to those administrative employees not entitled to overtime compensation at such times and to such extent that the City Manager, in his sole discretion deems justifiable under the circumstances relating to each such administrative employee.

(i) (EDITOR'S NOTE: This subsection was repealed by Ordinance 1988-2, passed January 25, 1988.)

(j) Each employee of the Division of Utilities and of the Division of Streets and Parks, when placed on a standby basis by the department or division head, shall receive compensation in addition to his regular salary in an amount equal to one hour of such employee's regular rate for each such day on call.  
(Ord. 1976-35. Passed 12-13-76; Ord. 1980-10. Passed 2-4-80; Ord. 1982-2. Passed 1-25-82; Ord. 1983-30. Passed 11-28-83; Ord. 1985-20. Passed 7-22-85; Ord. 1985-32. Passed 12-16-85; Ord. 1986-2. Passed 1-13-86; Ord. 2014-33. Passed 12-23-14.)

**CITY OF HURON  
FULL TIME POSITION AND SALARY SCHEDULE**

POSITION TITLE	Pay Scale	BASE SALARY RANGE	
		Min.	Max.
Assistant to the City Manager	10	\$60,564	\$87,550
Water Superintendent	9	\$56,016	\$84,023
Police Sergeant			
Fire Captain			
Parks and Recreation Operations Manager			
	8	\$54,264	\$79,396
Human Resources Director	7	\$49,968	\$75,452
Recreation Program Manager	6	\$47,902	\$73,500
Fire Lieutenant			
Street Foreman			
Finance Specialist Payroll			
Chief Operator	5	\$44,000	\$67,000
Firefighter			
Police Officer			
Water Distribution Foreman			
Zoning Inspector - FT			
Management Services Coordinator	4	\$42,273	\$60,487
Permit Technician/Admin Asst.			
Maintenance Worker 3	3	\$39,861	\$57,000
Parks and Municipal Ground Coordinator			
Finance Specialist Customer Service			
Maintenance Worker 2	2	\$37,080	\$56,000
Maintenance Worker 1			
Parks Maintenance Worker I			
Executive Administrative Asst./Clerk of Council			
Administrative Assistant	1	\$34,299	\$41,921

Supplemental Salary Schedule			
		BASE SALARY RANGE	
POSITION TITLE	Pay Scale	Min.	Max.
Assistant City Manager	VIII	\$54,478	\$90,000
Information Technology Manager	VIII	\$52,000	\$91,000
Director of Parks and Recreation	VI-C	\$48,676	\$85,000
Boat Basin Facility Manager	VI-B	\$37,403	\$51,500
Assistant Water Superintendent	V	\$35,160	\$60,600
Clerk of Court	V	\$38,160	\$73,000
Probation Officer	III	\$23,825	\$47,000
Deputy Clerk of Court	III	\$24,825	\$49,000
Finance Clerk	II	\$22,180	\$45,400
Executive Assistant		\$23,000	\$33,500
Municipal Judge		\$35,000	\$35,500

Part Time and Seasonal Position Salary Schedule		
	BASE SALARY RANGE	
POSITION TITLE	Min.	Max.
Deputy Court Clerk	\$8.80/hr.	\$15.00/hr.
Police/Dispatch Secretary		
Police Officer		
Court Bailiff/Court Security Officer		
Finance Clerk		
Customer Service Clerk		
Management Assistant		
General Maintenance Worker	\$10.00/hr.	\$24.00/hr.
Zoning Inspector - PT		
Street Maintenance	\$8.80/hr.	\$11.10/hr.
Parks Maintenance		
Recreation		
Dockhand	\$12.00/hr.	\$12.00/hr.
Basic EMT/FF		
Basic Paramedic/FF	\$15.00/hr.	\$15.00/hr.

(Ord. 2020-36; Passed 12-8-20)



**TO:** Mayor Artino and City Council  
**FROM:** Matthew Lasko  
**RE:** Ordinance No. 2020-37  
**DATE:** December 8, 2020

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### **Subject Matter/Background**

This ordinance amends Codified Ordinance Section 161.04.1 - Salaries of the Law Director, Finance Director, Services Director, Fire Chief and Police Chief and is required annually or as needed to reflect the maximum base salary of these specific positions in order to remain in compliance for the reconciliation of the payroll process.

The salaries respective to the positions of Finance Director and Police Chief reflect a wage increase of 3% for 2021, similar to the average annual salary increases in the City's collective bargaining agreements. Any annual salary increases within the administration, if any, are determined by the City, which may or may not be consistent with a Cost of Living Adjustment formula or current Collective Bargaining Agreements. The salary for position of Law Director reflects the terms of the contract with Seeley Savidge Ebert & Gourash LLP. The positions of Service Director and Fire Chief are vacant in 2020. The Service Director position's salary remains the same while the Fire Chief position's salary remains consistent with the Police Chief's salary for 2021.

### **Financial Review**

This ordinance reconciles the reflected positions and the base salaries for 2021 for the positions of Finance Director, Law Director and Chief of Police, which are included in the 2021 budget.

### **Legal Review**

The matter has been reviewed, follows normal legislative procedure, and is properly before you.

### **Recommendation**

If the Council is in support of the request, a motion to adopt Ordinance 2020-37 is in order.

[Ordinance No. 2020-37.docx](#)

**ORDINANCE NO. 2020-37**  
Introduced by: Christine Crawford

**AN ORDINANCE AMENDING SECTION 161.04.1 OF THE ADMINISTRATIVE CODE OF THE CODIFIED ORDINANCES AND DECLARING AN EMERGENCY**

**WHEREAS**, Huron City Council removed the positions of Law Director, Finance Director, Service Director, Fire Chief and Police Chief from the Position and Salary Schedule in Codified Ordinance Section 161.04(a) by the adoption of Ordinance 2014-19 on August 12, 2014; and

**WHEREAS**, Section 161.04.1 was established by the adoption of Ordinance No. 2014-34 on December 23, 2014; and

**WHEREAS**, the positions and salaries must be reviewed and reconciled annually or as needed to acknowledge and ensure compliance and compensation authorization;

**NOW, THEREFORE, BE IT ORDAINED, BY THE COUNCIL OF THE CITY OF HURON, OHIO:**

**SECTION 1.** That Codified Ordinance §161.04.1 **WHICH CURRENTLY READS AS FOLLOWS**, shall be and hereby is amended:

**161.04.1 FULL TIME SALARIES OF THE LAW DIRECTOR, FINANCE DIRECTOR, SERVICE DIRECTOR, FIRE CHIEF, AND POLICE CHIEF.**

The following positions and commensurate salaries are in effective January 1, 2020

<b>Position</b>	<b>Base Salary</b>
Law Director	\$ 117,000.00
Finance Director	\$ 94,758.35
Service Director	\$ 78,520.00
Fire Chief	\$ 83,510.75
Police Chief	\$ 83,510.75

(Ord. 2019-31. Passed 12-10-19)

**SECTION 2.** That Codified Ordinance §161.04.1 of the Codified Ordinances of the City of Huron, Ohio is hereby amended, effective January 1, 2021, to read as follows:

<b>Position</b>	<b>Base Salary</b>
Law Director	\$120,000.00
Finance Director	\$ 97,607.74
Service Director	\$ 78,520.00
Fire Chief	\$ 86,017.36
Police Chief	\$ 86,017.36

(Ord. 2020-37. Passed 12-8-20)

**SECTION 3.** That this Council hereby finds and determines that all formal actions relative to the adoption of this Ordinance were taken in an open meeting of the Council and that all deliberations of this Council and of its committees, if any, which resulted in formal action, were taken in meetings open to the public in full compliance with applicable legal requirements, including O.R.C. § 121.22

**SECTION 4.** To implement the established salary to take effect on January 1, 2021, this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and general welfare; wherefore, this Ordinance shall be in full force and effect from and immediately after its passage.

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Sam Artino, Mayor

ATTEST: \_\_\_\_\_  
Clerk of Council

ADOPTED: \_\_\_\_\_