

**RESOLUTION 1-21-R**

**A RESOLUTION AUTHORIZING THE SALE BY INTERNET AUCTION DURING CALENDAR YEAR 2021 OF MUNICIPALLY OWNED PERSONAL PROPERTY WHICH IS NOT NEEDED FOR PUBLIC USE, OR WHICH IS OBSOLETE OR UNFIT FOR THE USE FOR WHICH IT WAS ACQUIRED, PURSUANT TO OHIO REVISED CODE SECTION 721.15(D).**

WHEREAS, this Resolution is being promulgated in accordance with and pursuant to Ohio Revised Code Section 721.01, et. seq.; and

WHEREAS, this Council is required to adopt a Resolution expressing its intent to sell municipally owned property by internet auction, including a description of how the auctions will be conducted, specifying the number of days for bidding, and stating the general terms and conditions of sale; and

WHEREAS, City Administration recommends GovDeals, Inc. as the City's contracted representative to conduct auctions on its behalf; and

NOW THEREFORE, BE IT RESOLVED, by the Council of the City of Celina, County of Mercer, State of Ohio.

SECTION ONE

THAT, during calendar year 2021, municipally owned personal property which is not needed for public use, or which is obsolete or unfit for the use for which it was acquired may be sold at internet auction, pursuant to Ohio Revised Code Section 721.15(D).

SECTION TWO

THAT, any said auction sales shall be conducted under the authority and direction of the City of Celina Safety-Service Director, such person currently being Thomas J. Hitchcock, whose office is located at 225 N. Main Street, Celina, Ohio, 45822 and telephone number is 419-586-6464.

SECTION THREE

THAT, any such internet auction sales shall be conducted by way of GovDeals.com internet auction services, whose office is located at 5907 Carmichael Place, Montgomery, Alabama 36117 and telephone number is 800-613-1056, pursuant to the rules and regulations promulgated and in effect for those sales organizations, however, the sales fees to be paid by the City of Celina to such internet auction service shall in no event exceed the amount of eight (8%) per cent of the accepted auction bid.

SECTION FOUR

THAT, in connection with each such contemplated internet auction sale, bidding shall remain open for not less than ten (10) calendar days, including Saturdays, Sundays and legal holidays.

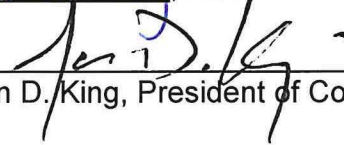
SECTION FIVE

THAT, in connection with each such contemplated internet auction sale, the terms of payment shall be cash, payment in full on or before the date of delivery to the successful bidder; further, the successful bidder shall be solely responsible for all acts and expenses associated with the delivery of such item(s) so purchased.

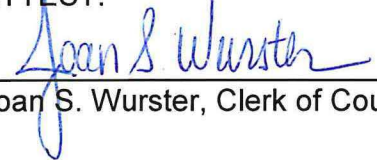
SECTION SIX

NOW, therefore, this Resolution shall take effect and be in force from and after its passage and approval by the Mayor at the earliest period allowed by law.

PASSED this 8<sup>th</sup> day of February, 2021.

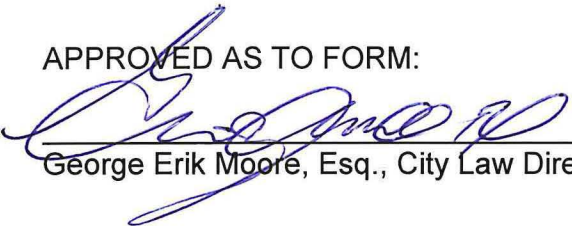
  
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Jason D. King, President of Council

ATTEST:

  
\_\_\_\_\_  
Joan S. Wurster, Clerk of Council

APPROVED February 8<sup>th</sup>, 2021.  
  
\_\_\_\_\_  
Jeffrey S. Hazel, Mayor

APPROVED AS TO FORM:

  
\_\_\_\_\_  
George Erik Moore, Esq., City Law Director

RESOLUTION 2-21-R

**A RESOLUTION ACCEPTING DONATIONS FROM ASSET ALLOCATION ASSOCIATES, INC. AND MRS NED HEMMELGARN TO THE CELINA FIRE DEPARTMENT AND TO THE CELINA POLICE DEPARTMENT.**

WHEREAS, Asset Allocation Associates, Inc. has generously offered a monetary donation of One Hundred Dollars (\$100.00) to the Celina Fire Department and;

WHEREAS, Asset Allocation Associates, Inc. has generously offered a monetary donation of One Hundred Dollars (\$100.00) to the Celina Police Department and;

WHEREAS, Mrs. Ned Hemmelgarn has generously offered a monetary donation of Five Hundred Dollars (\$500.00) to the Celina Fire Department.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Celina, County of Mercer, State of Ohio.

SECTION ONE

THAT, the Celina City Council gratefully acknowledges and accepts the donation of One Hundred Dollars (\$100.00) from Asset Allocation Associates, Inc. to the Celina Fire Department.

SECTION TWO

THAT, the Celina City Council gratefully acknowledges and accepts the donation of One Hundred Dollars (\$100.00) from Asset Allocation Associates, Inc. to the Celina Police Department.

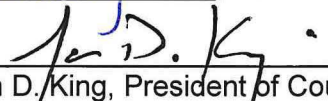
SECTION THREE

THAT, the Celina City Council gratefully acknowledges and accepts the donation of Five Hundred Dollars (\$500.00) from Mrs. Ned Hemmelgarn to the Celina Fire Department.

SECTION FOUR

NOW, therefore, this Resolution shall take effect and be in force from and after its passage and approval by the Mayor at the earliest period allowed by law.

PASSED this 8<sup>th</sup> day of February, 2021.

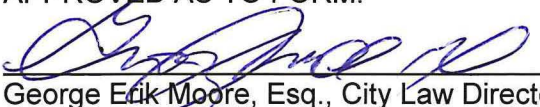
  
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Jason D. King, President of Council

ATTEST:

  
\_\_\_\_\_  
Joan S. Wurster, Clerk of Council

APPROVED February 8<sup>th</sup>, 2021.  
  
\_\_\_\_\_  
Jeffrey S. Hazel, Mayor

APPROVED AS TO FORM:

  
\_\_\_\_\_  
George Erik Moore, Esq., City Law Director

**RESOLUTION 3-21-R**

**A RESOLUTION AUTHORIZING THE CITY OF CELINA TO SUBMIT A GRANT APPLICATION TO THE 2020 ASSISTANCE TO FIREFIGHTERS GRANT PROGRAM FOR THE PURCHASE OF PERSONAL PROTECTIVE EQUIPMENT AND THERMAL IMAGING CAMERAS AND DECLARING AN EMERGENCY.**

WHEREAS, the Federal Emergency Management Agency (FEMA) has announced the application period for the Assistance to Firefighters Grant Program FY 2020. The 2020 Assistance to Firefighters Grant Program will be open January 4, 2021 to February 12, 2021; and

WHEREAS, the Assistance for Firefighters Grant Program supports projects that addresses safety equipment for firefighters, with the primary goal to reduce injury and prevent death among firefighters; and

WHEREAS, the Celina Fire Department wishes to submit an application to the FY 2020 Assistance Firefighters Grant Program for the acquisition of Fifteen (15) sets of Personnel Protective Equipment, Two (2) Thermal Imaging Cameras; and

WHEREAS, a five percent (5%) match is required to be eligible to receive these grant funds.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Celina, County of Mercer, State of Ohio.

SECTION ONE

THAT, the Fire Chief be and is hereby authorized to file a FY 2020 Assistance Firefighters Grant Program application with the Federal Emergency Management Agency for the acquisition of Personal Protective Equipment and Thermal Imaging Cameras in an amount not to exceed Seventy-Three Thousand Eight Hundred Twenty-Five Dollars (\$73,825.00).

SECTION TWO

THAT, the City Council commits to providing the City of Celina share of the 5% matching funds needed to qualify for said grant in an amount not to exceed Three Thousand Six Hundred and Ninety-Two Dollars (\$3,692.00).

SECTION THREE

THAT, Council declares this to be an emergency measure immediately necessary for the preservation of the public health, safety and welfare, and out of the necessity to meet the February 12, 2021 grant application submittal deadline. NOW, therefore, this Resolution shall take effect and be in force from and after its passage and approval by the Mayor at the earliest period allowed by law.


PASSED this 8th day of February, 2021

  
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Jason D. King, President of Council

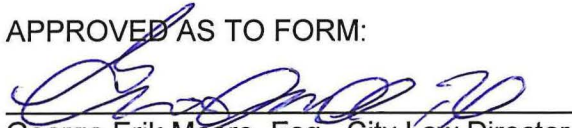
ATTEST:

  
\_\_\_\_\_  
Joan Wurster, Clerk of Council

APPROVED February 8, 2021

  
\_\_\_\_\_  
Jeffrey S. Hazel, Mayor

APPROVED AS TO FORM:

  
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George Erik Moore, Esq., City Law Director

**RESOLUTION 4-21-R**

**A RESOLUTION ACCEPTING A DONATION FROM PRINCESS SUE HESS TO THE CELINA POLICE DEPARTMENT.**

WHEREAS, Princess Sue Hess has generously offered a monetary donation of One Hundred Fifty Dollars (\$150.00) to the Celina Police Department; and

WHEREAS, Princess Sue Hess has generously offered and additional monetary donation of One Hundred Fifty (\$150.00) to the Celina Police Department making the total donation of Three Hundred Dollars (\$300.00).

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Celina, County of Mercer, State of Ohio.

SECTION ONE

THAT, the Celina City Council gratefully acknowledges and accepts the donation of Three Hundred Dollars (\$300.00) from Princess Sue Hess to the Celina Police Department.

SECTION TWO


NOW, therefore, this Resolution shall take effect and be in force from and after its passage and approval by the Mayor at the earliest period allowed by law.

PASSED this 22<sup>nd</sup> day of February, 2021.

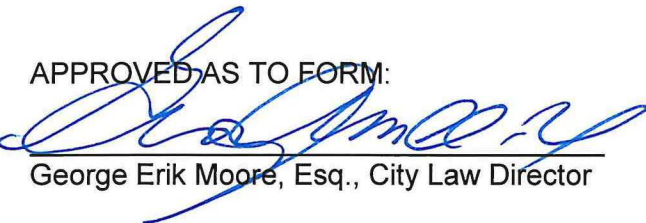
  
\_\_\_\_\_  
Jason D. King, President of Council

ATTEST:

  
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Joan S. Wurster, Clerk of Council

APPROVED February 22, 2021.  
  
\_\_\_\_\_  
Jeffrey S. Hazel, Mayor

APPROVED AS TO FORM:

  
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George Erik Moore, Esq., City Law Director

RESOLUTION 5-21-R

**A RESOLUTION AUTHORIZING THE JUDGE OF THE CELINA MUNICIPAL COURT TO SUBMIT A GRANT APPLICATION TO THE SUPREME COURT OF OHIO FOR "THE TECHNOLOGY GRANT FUND" TO FUND A SECURITY PROJECT FOR THE CELINA MUNICIPAL COURT TO IMPROVE COURT SECURITY, AND DECLARING AN EMERGENCY.**

WHEREAS, the Supreme Court of Ohio is offering Ohio courts the opportunity to apply for a "Technology Grant Fund" to improve court security, which must be applied for by the judge of a court seeking such grant; and

WHEREAS, the Celina Municipal Court desires to improve court security, and desires to apply for this grant; and

WHEREAS, there is no "matching funds" required for obtaining the grant by the court or the City of Celina in the event that the grant application is approved.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Celina, County of Mercer, State of Ohio.

SECTION ONE

THAT, the City of Celina approves filing an application to the Ohio Supreme Court "Technology Grant Fund" for the purpose of improving security at the Celina Municipal Court.

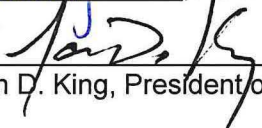
SECTION TWO

THAT, the Council of the City of Celina approves the judge of the Celina Municipal Court filing an application to the Ohio Supreme Court for the grant as described above, in a form substantially similar to the application found here, <http://supremecourt.ohio.gov/grants/default.asp>, and further explained in the attached documentation from the Ohio Supreme Court labeled as **Exhibit A** which is incorporated herein by reference, and further authorizes the judge to execute all further documents and to take all actions necessary to effectuate the intent of Council.

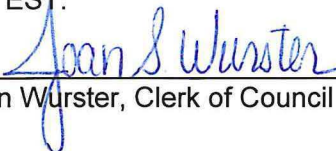
SECTION THREE

THAT, Council declares this to be an emergency measure immediately necessary for the preservation of the public health, safety and welfare, and out of the necessity to meet the March 5, 2021 grant application submittal deadline. NOW, therefore, this Resolution shall take effect and be in force from and after its passage and approval by the Mayor at the earliest period allowed by law.


PASSED this 8<sup>th</sup> day of February, 2021

  
\_\_\_\_\_  
Jason D. King, President of Council

ATTEST:

  
\_\_\_\_\_  
Joan Wurster, Clerk of Council

APPROVED February 8, 2021

  
\_\_\_\_\_  
Jeffrey S. Hazel, Mayor

DRAFTED BY:

  
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George Erik Moore, Esq., City Law Director

# The Supreme Court of Ohio

## TECHNOLOGY GRANT FUND OPPORTUNITY REQUEST FOR GRANT APPLICATIONS

### **Section 1: Overview**

The Supreme Court of Ohio is requesting grant applications for the continuation of the Technology Grant Fund. This fund supports local Ohio courts by providing financial resources to aid in the implementation of technology-based projects. The Court will consider grant awards to applicants who complete a grant application.

### **Section 2: Requirements of Grant Applications**

The current grant cycle will fund new or improvement technology and security projects for courts throughout Ohio. The Technology Grant Funds will be used to address a variety of projects where the lack of sufficient technology is a barrier to the efficient, effective, or safe administration of justice.

### **Section 3: Period of Grant**

The project period will be for twelve months beginning on or about June 1, 2021, and ending on or about May 31, 2022.

### **Section 4: Eligibility**

Applicants must meet each of the following eligibility requirements:

- Be a court of appeals, common pleas court (or any division therein), municipal court, or county court in Ohio. Mayor's courts are not eligible applicants.
- Be authorized by an appropriate authority to submit an application;
- Be current on all governmental filings;
- Be in good standing with the State of Ohio, including no pending lawsuits, past actions, or findings;

### **Section 5: Grant Applications and Priority Consideration**

Eligible courts must complete the online application located at: <http://sc.ohio.gov/grants>. Courts are eligible to submit one application containing up to two project proposals for funding consideration.

Funding priority will be given to projects with the highest scores in three priority categories: Applicant Priority in Subsection (A), Project Type Priority in Subsection (B) and Impact Priority in Subsection (C). Impact Priority scores will be based on the questions located in Section 6: Evaluation Criteria. Applications will be scored and weighted. All scores will then be aggregated into a final score. Applicants will be ranked by final score to establish a funding priority list.

The criteria set forth in Subsection (B) are listed in order of priority – (1) being the highest priority for funding, and (5) being the lowest. Funding is set aside for security-related projects. Security is listed as (6) but security-related projects will be scored separately from (1) through (5).

(A) Applicant Priority considerations:

- Applicant court is located within an area deemed to be high need due to poverty level, fiscal emergency, or economic distress;
- Applicant court has not previously been awarded grant funding during the 2015 through 2020 grant cycles. The dollar amount of a previous award may be a factor considered dependent upon available funding and applications received. Awards to courts from the 2020 Remote Technology Grant opportunity will not be used to validate this priority consideration.

(B) Project Type Priority considerations:

- (1) New or major upgrade to a Case Management System (CMS) that improves case flow and/or public access;
- (2) Update to Case Management Systems and/or additional modules (i.e., paperless, e-filing, next level software upgrade, adding of data collection fields, development of standard reports such as CourTools measures, etc.) that improves case flow or the fundamental duties of the court, or that improve public access;
- (3) Systems or applications OTHER THAN CMSs that support the continued use of remote technology even after the end of the COVID-19 pandemic.
- (4) Systems or applications OTHER THAN CMSs (e.g., BCI/NICS reporting, digital recording, assisted listening or interpretation systems, imaging, kiosks, etc.) that support court processes;
- (5) Upgrade, replacement, or purchase of technology systems that support pretrial services including risk assessment and digital notification systems that may include email and text notification to reduce failures to appear;
- (6) All other computer hardware, software or equipment (non-security related).

A portion of the available funds will be set aside to fund this separate *Project Type Priority*:

- (7) Courtroom or related building security equipment upgrades and/or new installations.

To the extent requests exceed funding, the Court reserves the right to limit award amounts by category or application to maximize the impact of the limited funds available.



### ***Required Attachments***

A quotation from the vendor(s) for costs associated with each project proposal must be attached to the application at the time of submission. Quotes must be detailed with a breakdown of expenses in order to assess reasonableness of costs. The required format for this quote is a PDF.

Security-focused applications must attach a letter from the appropriate entity (e.g. law enforcement, funding authority) to support the installation and use of equipment for its intended purpose. This may include, but not limited to, the need for additional staff to monitor security cameras or magnetometers, permission to install equipment in buildings, etc. If support is not required, applicants must attach a letter from the administrative judge verifying that no support is required from law enforcement or the funding authority. The required format for submitting a letter is a PDF.

(C) Impact Priority considerations:

- (1) *Project Objective*: statement explaining the project's overall objective and measurable outcomes.
- (2) *Project Value*: statement explaining the project's impact and value to the court, community, and justice partners.
- (3) *Implementation Plan*: statement detailing the implementation plan. Information may include responsibility assignments, a timeline, identified source of funding for long-term maintenance of equipment, source of funds for additional staff, etc.

Applicants will have up to 300 words (or 2,000 characters and spaces) to respond to each of the three (3) Impact Priority considerations. Applicant courts should consider the Evaluation Criteria in Section 6 for a technology-focused project or a security-focused project when developing a response to each Impact Priority consideration.

### **Section 6: Evaluation Criteria**

The Court will seek a sufficient number of volunteer, peer reviewers from local Ohio courts to evaluate and score grant applications using the following criteria:

To what extent does the *technology-focused project*:

- (1) Improve operational efficiencies by promoting collaboration or reducing overall case flow cost?
- (2) Improve access to justice or positively impact the administration of justice?
- (3) Increase court transparency?
- (4) Improve current service to the public or provide new services to the public?
- (5) Impact a large portion of the court's overall case volume?
- (6) Demonstrate a well-designed implementation plan by the applicant and vendor?
- (7) Account for applicant support including staff training, maintenance and/or staffing of new equipment?
- (8) Demonstrate the ability to complete the project within the stated timeline?

To what extent does the *security-focused project*:

- (1) Improve the safety of the public and/or court staff?
- (2) Impact the safety of the court and/or public compared to the amount of funding requested?
- (3) Utilize best practices in security protocols and/or equipment?
- (4) Demonstrate a well-designed implementation plan by the applicant and/or vendor?
- (5) Demonstrate the ability to support installation and use of equipment for its intended purpose and ongoing staffing and training (e.g. letter from appropriate entity, staffing commitment to monitor security cameras or magnetometers, etc.)?
- (6) Demonstrate the ability to complete the project within the stated timeline?

Each project submission will be scored by a review committee. Applications will then be ranked using a combination of the Applicant Priority, Project Type and Impact Priority weighted scores. Projects with the highest-ranking combined score will be recommended for grant funding.

Funds will be awarded to projects until available funds are exhausted. Funding may be exhausted from highly scored applications in any level of priority category depending on the applications received.

#### **Section 7: Reporting Requirements**

##### **(A) General**

Following procurement, installation, and implementation of the purchase or upgrade, the receiving court must provide written notification of completion and documentation of paid expenses to the Court. All projects must be operational and in active use within 12 months after the grant agreement is executed. Courts will provide documentation of the expenditure of all funds awarded or return remaining funds within 30 days of the end of the contract or project completion, whichever comes first.

##### **(B) Failure to comply**

Failure to comply with reporting requirements or other aspects of the grant agreement, could result in the termination of the award and reimbursement of grant funds to the Court.

#### **Section 8: Payment of Grant**

Successful applicants will receive payment one time within thirty days following receipt of a fully executed Grant Award Agreement.

## **Section 9: Terms and Conditions**

### **(A) Rights of the Court**

The Court reserves the right to refuse to fund applicants, propose different funding amounts in appropriate circumstances, and decline to fund any applicants should the Court not find any proposals acceptable.

Furthermore, the Court reserves the right to terminate a grant agreement and recoup any funds misspent by an applicant or are not spent effectively to complete the applicant's proposal. The Court may conduct site visits to observe and evaluate grant programs.

The Court reserves the right to audit any recipient to ensure compliance with the terms set forth in the application or grant agreement.

### **(B) Requirements of successful applicants**

Successful applicants will be required to do the following, as applicable:

- Utilize program funds to implement the project as proposed;
- Meet all stated objectives of the grant award;
- Execute a Grant Award Agreement with the Court. A sample Grant Award Agreement is available as Appendix A;
- Provide confirmation of the execution of a contract for services or confirmation of the purchase of all hardware, software, or goods made with grant funds to the Court within 30 days after receipt of grant funds, if requested;
- Provide confirmation of project completion, installation, operation, and active use within 12 months after the grant agreement is executed;
- Provide to the Court, upon request, any activity and financial reports related to the project;
- Utilize funds to address one-time costs only. Ongoing support costs or any resulting maintenance costs of a funded project is the responsibility of the receiving court;
- Utilize funds for authorized purposes only (*e.g. funds may not be used to purchase tablets, cellular phones, or other mobile devices*);
- Notify the Court in writing immediately of a decision to decline the grant award.

### **(D) Promotional materials and news releases**

Successful applicants may be included in future outreach and promotional materials, as determined by the Court. Additionally, news releases and articles released throughout the program period by the Court may include informal updates about the program, as applicable.

## **Section 10: Submission of Grant Applications**

All requests for funding must be received by the deadline through the online application as directed here: <http://supremecourt.ohio.gov/grants/default.asp>. Additional resources are available on the website to support the application process. Late applications will not be accepted.

**Applications will be accepted between February 1, 2021 and until 5:00 p.m. on March 5, 2021.** Funding notifications are anticipated in May, 2021.

## **Section 11: Contact Information**

Questions regarding this request may be submitted to Linda Flickinger, Grant Administrator by email at [techgrant@sc.ohio.gov](mailto:techgrant@sc.ohio.gov) or by phone at 614-387-9522.

A webinar will be held to review the application process and answer questions posed by participants. The webinar will be held twice as follows: Tuesday, February 9, 2021 at 11:00 am and on Thursday, February 11 at 1:00 pm. Information on accessing the webinars may be found here: <http://supremecourt.ohio.gov/grants/default.asp>.

If the Court determines it is necessary to provide additional information regarding this request, that information will be made available here: <http://supremecourt.ohio.gov/grants/default.asp>.

## **Section 12: Applicable Policies**

Applicants seeking grants from the Supreme Court of Ohio are subject to the Court's policies on equal employment opportunity, discrimination and sexual harassment, and an alcohol and drug free workplace. The Court's policies are attached as Appendix A.

## **Section 13: Attachments**

- Grant Award Agreement
- Guidelines for Audit of Grant Award Funds
- Equal Employment Opportunity Policy
- Discrimination and Sexual Harassment Policy
- Alcohol and Drug Free Workplace Policy

RESOLUTION 6-21-R

**A RESOLUTION AUTHORIZING THE MAYOR OF THE CITY OF CELINA TO SUBMIT A GRANT APPLICATION THROUGH THE OHIO DEPARTMENT OF NATURAL RESOURCES PADDLING ENHANCEMENT GRANT PROGRAM FOR IMPROVEMENTS OR DEVELOPMENT OF RECREATIONAL BOATING ACCESS FOR HAND-POWERED WATERCRAFT AT THE BRYSON PARK DISTRICT, AND DECLARING AN EMERGENCY.**

WHEREAS, the State of Ohio, through the Ohio Department of Natural Resources administers financial assistance for public purposes, through the Paddling Enhancement grant program; and

WHEREAS, local governments can apply for up to one hundred percent (100%) reimbursement grant (state funding) for improvements or development of recreational boating access for hand-powered watercraft; and

WHEREAS, the City of Celina desires financial assistance under the Paddling Enhancement grant program in an amount not to exceed Seventy-Five Thousand Dollars (\$75,000.00) for the purpose of improvements or development of recreational boating access for hand-powered watercraft.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Celina, County of Mercer, State of Ohio.

SECTION ONE

THAT, the City of Celina approves filing an application to the Paddling Enhancement grant application for financial assistance.

SECTION TWO

THAT, the Mayor of the City of Celina is hereby authorized and directed to execute and file an application with the Ohio Department of Natural Resources and to provide all information and documentation required to become eligible for the possible funding assistance.

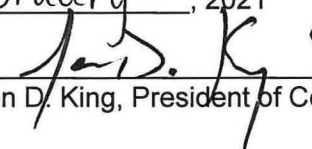
SECTION THREE

THAT, the City of Celina does agree to obligate funds in the amount not to exceed Seventy-Five Thousand Dollars (\$75,000.00), upon receipt of grant approval to satisfactorily complete the proposed project and become eligible for reimbursement under the terms and conditions of the Paddling Enhancement grant program.

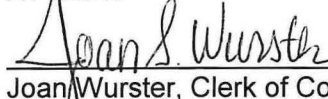
SECTION FOUR

THAT, Council declares this to be an emergency measure immediately necessary for the preservation of the public health, safety and welfare, and out of the necessity to meet the March 1, 2021 grant application submittal deadline. NOW, therefore, this Resolution shall take effect and be in force from and after its passage and approval by the Mayor at the earliest period allowed by law.

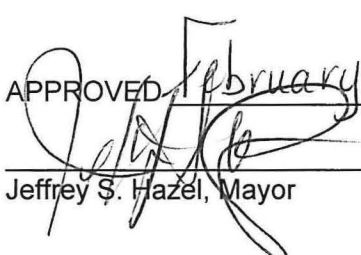
PASSED this 22<sup>nd</sup> day of February, 2021

  
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Jason D. King, President of Council

ATTEST:

  
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Joan Wurster, Clerk of Council

APPROVED February 22, 2021

  
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Jeffrey S. Hazel, Mayor

APPROVED AS TO FORM:

  
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George Erik Moore, Esq., City Law Director

RESOLUTION 7-21-R

**A RESOLUTION AUTHORIZING THE MAYOR OF THE CITY OF CELINA TO SUBMIT A GRANT APPLICATION THROUGH THE OHIO DEPARTMENT OF NATURAL RESOURCES NATUREWORKS GRANT PROGRAM FOR THE DEVELOPMENT OF PICKLEBALL COURTS AT EASTVIEW PARK.**

WHEREAS, the State of Ohio, through the Ohio Department of Natural Resources administers financial assistance for public purposes, through the NatureWorks grant program; and

WHEREAS, local governments can apply for up to seventy-five percent (75%) reimbursement grant (state funding) for the development of pickleball courts; and

WHEREAS, the City of Celina desires financial assistance under the NatureWorks grant program in an amount not to exceed Fifty-One Thousand Dollars (\$51,000.00) for the purpose of the development of pickleball courts.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Celina, County of Mercer, State of Ohio.

SECTION ONE

THAT, the City of Celina approves filing an application to the NatureWorks grant application for financial assistance.

SECTION TWO

THAT, the Mayor of the City of Celina is hereby authorized and directed to execute and file an application with the Ohio Department of Natural Resources and to provide all information and documentation required to become eligible for the possible funding assistance.

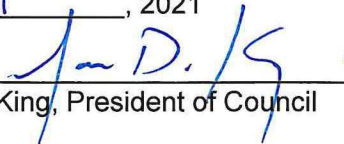
SECTION THREE

THAT, the City of Celina does agree to obligate matching funds in the amount not to exceed Seventeen Thousand Dollars (\$17,000.00), upon receipt of grant approval to satisfactorily complete the proposed project and become eligible for reimbursement under the terms and conditions of the NatureWorks grant program.

SECTION FOUR


NOW, therefore, this Resolution shall take effect and be in force from and after its passage and approval by the Mayor at the earliest period allowed by law.

PASSED this 22<sup>nd</sup> day of March, 2021

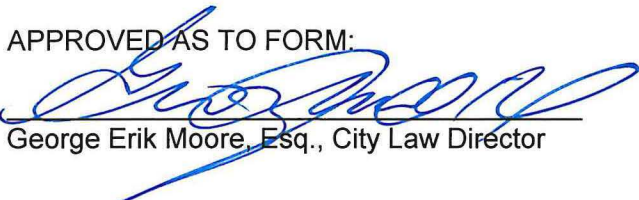
  
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Jason D. King, President of Council

ATTEST:

  
\_\_\_\_\_  
Joan Wurster, Clerk of Council

APPROVED March 22, 2021  
  
\_\_\_\_\_  
Jeffrey S. Hazel, Mayor

APPROVED AS TO FORM:

  
\_\_\_\_\_  
George Erik Moore, Esq., City Law Director

**RESOLUTION 8-21-R**

**A RESOLUTION APPOINTING A REPRESENTATIVE AND AN ALTERNATE FROM THE CITY OF CELINA TO THE OHIO PUBLIC WORKS INTEGRATING DISTRICT 13 BOARD.**

WHEREAS, Ohio Revised Code Chapter 164.04, Division A6 defines membership to the District 13 Ohio Public Works Integrating Committee; and

WHEREAS, a representative and an alternate from the City of Celina need to be appointed by Council action for a new three-year term to the District 13 Integrating Committee.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Celina, County of Mercer, State of Ohio:

SECTION ONE

THAT, Thomas J. Hitchcock, Safety-Service Director is hereby appointed to serve as Celina's representative on the Ohio Public Works Integrating District 13 Committee from May 1, 2021 to April 30, 2024.

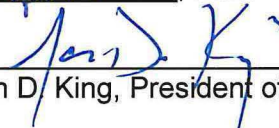
SECTION TWO

THAT, Wes Harris, Public Works Assistant Superintendent, is hereby appointed to serve as Celina's alternate in the absence of the representative on the Ohio Public Works Integrating District 13 Committee from May 1, 2021 to April 30, 2024.

SECTION THREE

NOW, therefore, this Resolution shall take effect and be in force immediately upon its passage and approval by the Mayor at the earliest period allowed by law.

PASSED this 21<sup>st</sup> day of April, 2021

  
\_\_\_\_\_  
Jason D. King, President of Council

ATTEST:

  
\_\_\_\_\_  
Joan S. Wurster, Clerk of Council

APPROVED April 26, 2021  
  
\_\_\_\_\_  
Jeffrey S. Hazel, Mayor

APPROVED AS TO FORM:

  
\_\_\_\_\_  
George E. Moore, City Law Director

RESOLUTION 9-21-R

A RESOLUTION AUTHORIZING THE MAYOR OF THE CITY OF CELINA TO SUBMIT A GRANT APPLICATION THROUGH THE OHIO DEPARTMENT OF NATURAL RESOURCES NATUREWORKS GRANT PROGRAM FOR THE DEVELOPMENT OF PICKLEBALL COURTS AT EASTVIEW PARK AND DECLARING AN EMERGENCY.

WHEREAS, the State of Ohio, through the Ohio Department of Natural Resources administers financial assistance for public purposes, through the NatureWorks grant program; and

WHEREAS, local governments can apply for up to seventy-five percent (75%) reimbursement grant (state funding) for the development of pickleball courts; and

WHEREAS, the City of Celina desires financial assistance under the NatureWorks grant program for the purpose of the development of pickleball courts.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Celina, County of Mercer, State of Ohio.

SECTION ONE

THAT, the City of Celina approves filing an application to the NatureWorks grant application for financial assistance.

SECTION TWO

THAT, the Mayor of the City of Celina is hereby authorized and directed to execute and file an application with the Ohio Department of Natural Resources and to provide all information and documentation required to become eligible for the possible funding assistance.

SECTION THREE

THAT, the City of Celina does agree to obligate matching funds upon receipt of grant approval to satisfactorily complete the proposed project and become eligible for reimbursement under the terms and conditions of the NatureWorks grant program.

SECTION FOUR

THAT, this Resolution shall be declared an emergency measure for the preservation of the public health, safety, and welfare, and out of the necessity to meet the June 1, 2021 grant application submittal deadline. NOW, therefore, this Resolution shall take effect and be in force from and after its passage and approval by the Mayor at the earliest period allowed by law.

PASSED this 24<sup>th</sup> day of May, 2021

Jason D. King  
Jason D. King, President of Council

ATTEST:

Joan S. Wurster  
Joan Wurster, Clerk of Council

APPROVED May 24, 2021  
Jeffrey S. Hazel  
Jeffrey S. Hazel, Mayor

APPROVED AS TO FORM:

George Erik Moore  
George Erik Moore, Esq., City Law Director



RESOLUTION 10-21-R

A RESOLUTION ACCEPTING A DONATION FROM PRINCESS SUE HESS TO THE CELINA POLICE DEPARTMENT.

WHEREAS, Princess Sue Hess has generously offered a monetary donation of One Hundred Dollars (\$100.00) to the Celina Police Department.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Celina, County of Mercer, State of Ohio.

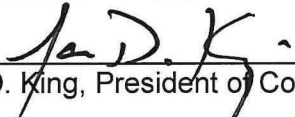
SECTION ONE

THAT, the Celina City Council gratefully acknowledges and accepts the donation of One Hundred Dollars (\$100.00) from Princess Sue Hess to the Celina Police Department.

SECTION TWO

NOW, therefore, this Resolution shall take effect and be in force from and after its passage and approval by the Mayor at the earliest period allowed by law.

PASSED this 28th day of June, 2021.


  
\_\_\_\_\_  
Jason D. King, President of Council

ATTEST:

  
\_\_\_\_\_  
Joan S. Wurster, Clerk of Council

APPROVED June 28, 2021.  
  
\_\_\_\_\_  
Jeffrey S. Hazel, Mayor

APPROVED AS TO FORM:

  
\_\_\_\_\_  
George Erik Moore, Esq., City Law Director

RESOLUTION 11-21-R

A RESOLUTION ACCEPTING A DONATION FROM PRINCESS SUE HESS TO THE CELINA POLICE DEPARTMENT.

WHEREAS, Princess Sue Hess has generously offered a monetary donation of Two Hundred Dollars (\$200.00) to the Celina Police Department.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Celina, County of Mercer, State of Ohio.

SECTION ONE

THAT, the Celina City Council gratefully acknowledges and accepts the donation of Two Hundred Dollars (\$200.00) from Princess Sue Hess to the Celina Police Department.

SECTION TWO

NOW, therefore, this Resolution shall take effect and be in force from and after its passage and approval by the Mayor at the earliest period allowed by law.


PASSED this 23rd day of August, 2021.

  
\_\_\_\_\_  
Jason D. King, President of Council

ATTEST:

  
\_\_\_\_\_  
Joan S. Wurster, Clerk of Council

APPROVED August 23, 2021.

  
\_\_\_\_\_  
Jeffrey S. Hazel, Mayor

APPROVED AS TO FORM:

  
\_\_\_\_\_  
George Erik Moore, Esq., City Law Director

RESOLUTION 12-21-R

A RESOLUTION ACCEPTING THE AMOUNTS AND RATES FOR THE CITY OF CELINA AS DETERMINED BY THE MERCER COUNTY BUDGET COMMISSION, AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR, AND DECLARING AN EMERGENCY.

WHEREAS, the Council of the City of Celina in accordance with the provision of law has previously adopted a Tax Budget for the next succeeding fiscal year commencing January 1, 2022; and

WHEREAS, the Budget Commission of Mercer County, Ohio, has certified its action thereon to this Council together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Council, and what part thereof is without, and what part within, the ten mill tax limitation; and

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Celina, Mercer County, Ohio, that the amounts and rates, as determined by the Mercer County Budget Commission in its certification, be and the same are hereby accepted.

SECTION ONE

THAT, there be and is hereby levied on the tax duplicate of said City the rate of each tax necessary to be levied within and without the ten mill limitation as follows:

Summary of Amounts Required from General Property Tax Approved by Budget Commission and County Auditor's estimated tax rates:


	<u>Inside 10 M. Limitation</u>	<u>Outside 10 M Limitation</u>	<u>Estimated Rate</u>
General Fund	\$320,031		1.70 inside rate
Police Pension	\$ 56,476		0.30 inside rate
Fire Pension	\$ 56,476		0.30 inside rate

SECTION TWO

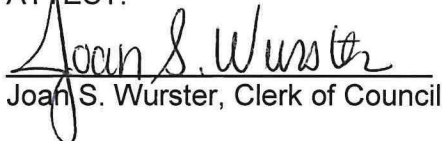
THAT, this Resolution shall be declared an emergency measure immediately necessary for the preservation of the public peace, safety, and welfare, such emergency arising out of the necessity to file this Resolution with the Mercer County Auditor.

NOW, therefore, this Resolution shall take effect and be in force from and after its passage and approval by the Mayor at the earliest period allowed by law.

PASSED this 11<sup>th</sup> day of October 2021

  
Jason D. King, President of Council

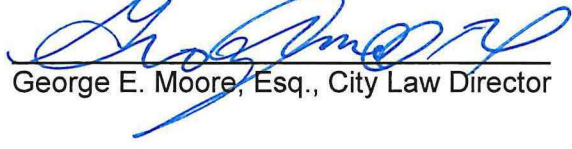
ATTEST:

  
Joan S. Wurster, Clerk of Council

APPROVED, October 11, 2021

  
\_\_\_\_\_  
Jeffrey S. Hazel, Mayor

APPROVED AS TO FORM:

  
\_\_\_\_\_  
George E. Moore, Esq., City Law Director

**RESOLUTION 13-21-R**

**A RESOLUTION ACCEPTING THE LOCAL GOVERNMENT FUND AMOUNT AND RATE AS DETERMINED BY THE MERCER COUNTY BUDGET COMMISSION, AND DECLARING AN EMERGENCY.**

WHEREAS, the Council of the City of Celina is eligible to receive monies from the Local Government Fund created by the State of Ohio.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Celina, Mercer County, Ohio.

SECTION ONE

THAT, the amounts and rates as determined by the Budget Commission in its certification, be and the same are hereby accepted.

SECTION TWO

THAT, the Mercer County Budget Commission intends to distribute these funds, and that the Council of the City of Celina shall accept the amounts and rates as follows for the 2022 budget year:

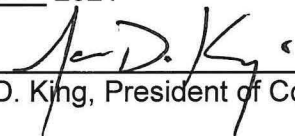
Local Government	\$235,469.00	48.57%
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SECTION THREE

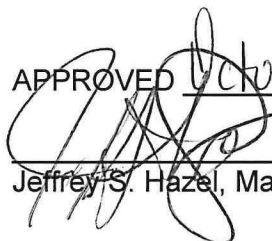
THAT, this Resolution shall be declared an emergency measure immediately necessary for the preservation of the public peace, safety, and welfare, such emergency arising out of the necessity to file this Resolution with the Mercer County Auditor.

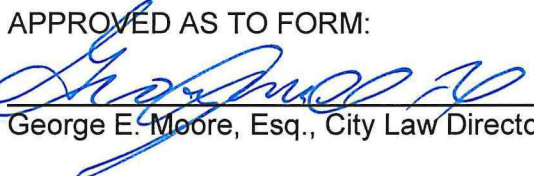
NOW, therefore, this Resolution shall take effect and be in force from and after its passage and approval by the Mayor at the earliest period allowed by law.

PASSED this 11<sup>th</sup> day of October 2021

  
\_\_\_\_\_  
Jason D. King, President of Council

ATTEST:  
  
\_\_\_\_\_  
Joan S. Wurster, Clerk of Council

APPROVED October 11, 2021  
  
\_\_\_\_\_  
Jeffrey S. Hazel, Mayor

APPROVED AS TO FORM:  
  
\_\_\_\_\_  
George E. Moore, Esq., City Law Director

**RESOLUTION 14-21-R**

**A RESOLUTION AUTHORIZING THE MAYOR OF THE CITY OF CELINA TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT AND/OR LOCAL TRANSPORTATION IMPROVEMENT PROGRAM (S) AND TO EXECUTE CONTRACTS AS REQUIRED, AND DELCARING AN EMERGENCY.**

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

WHEREAS, the City of Celina is planning to make capital improvements for Johnson Avenue Reconstruction Project, and

WHEREAS, the infrastructure improvement is considered to be a priority need for the community and is a qualified project under the OPWC programs.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Celina, County of Mercer, and State of Ohio.

SECTION ONE

THAT, the Mayor of the City of Celina is hereby authorized to apply to the OPWC for funds as described above.

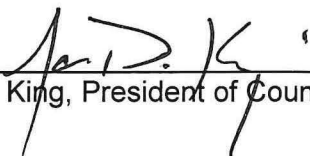
SECTION TWO

THAT, the Mayor of the City of Celina is further authorized to enter into any agreements and take any and all actions as may be necessary and appropriate for obtaining this financial assistance.

SECTION THREE

THAT, this Resolution shall be declared an emergency measure immediately necessary for the preservation of the public health, safety, and welfare by allowing an application to be filed with the County Engineer by the submission deadline, which is October 5, 2021. NOW THEREFORE, this Resolution shall take effect and be in force immediately upon its passage and approval by the Mayor at the earliest period allowed by law.

Passed this 11<sup>th</sup> day of October, 2021.

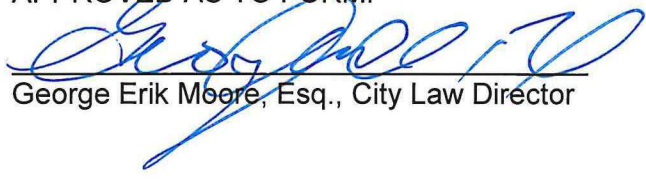
  
\_\_\_\_\_  
Jason D. King, President of Council

ATTEST:  
  
\_\_\_\_\_  
Joan S. Wurster, Clerk of Council

APPROVED, October 11, 2021.

  
\_\_\_\_\_  
Jeffrey S. Hazel, Mayor

APPROVED AS TO FORM:

  
\_\_\_\_\_  
George Erik Moore, Esq., City Law Director

RESOLUTION 15-21-R

A RESOLUTION ACCEPTING A DONATION FROM PRINCESS SUE HESS TO THE CELINA POLICE DEPARTMENT.

WHEREAS, Princess Sue Hess has generously offered a monetary donation of One Hundred Dollars (\$100.00) to the Celina Police Department.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Celina, County of Mercer, State of Ohio.

SECTION ONE

THAT, the Celina City Council gratefully acknowledges and accepts the donation of One Hundred Dollars (\$100.00) from Princess Sue Hess to the Celina Police Department.

SECTION TWO

NOW, therefore, this Resolution shall take effect and be in force from and after its passage and approval by the Mayor at the earliest period allowed by law.

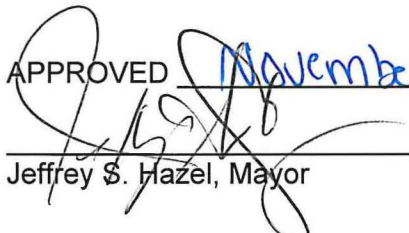
PASSED this 8 day of November, 2021.

  
\_\_\_\_\_  
Jason D. King, President of Council

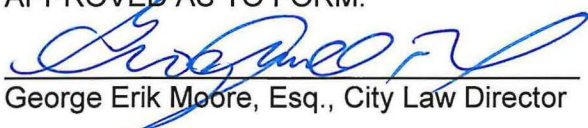
ATTEST:

  
\_\_\_\_\_  
Vincent J. Barnhart, Acting Clerk of Council

APPROVED November 8, 2021.

  
\_\_\_\_\_  
Jeffrey S. Hazel, Mayor

APPROVED AS TO FORM:

  
\_\_\_\_\_  
George Erik Moore, Esq., City Law Director



RESOLUTION 16-21-R

A RESOLUTION AUTHORIZING THE MAYOR OF THE CITY OF CELINA TO SUBMIT A GRANT APPLICATION THROUGH THE OHIO DEPARTMENT OF NATURAL RESOURCES LAND AND WATER CONSERVATION FUND (LWCF) GRANT PROGRAM FOR OUTDOOR RECREATION PROJECTS AT THE BRYSON PARK DISTRICT, AND DELCARING AN EMERGENCY.

WHEREAS, the State of Ohio, through the Ohio Department of Natural Resources administers financial assistance for public purposes, through the LWCF grant program; and

WHEREAS, local governments can apply for up to fifty percent (50%) reimbursement grant (state funding) for outdoor recreation projects; and

WHEREAS, the City of Celina desires financial assistance under the LWCF grant program in an amount not to exceed Five Hundred Thousand Dollars (\$500,000.00) for the purpose of outdoor recreation projects.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Celina, County of Mercer, State of Ohio.

SECTION ONE

THAT, the City of Celina approves filing an application to the LWCF grant application for financial assistance.

SECTION TWO

THAT, the Mayor of the City of Celina is hereby authorized and directed to execute and file an application with the Ohio Department of Natural Resources and to provide all information and documentation required to become eligible for the possible funding assistance.

SECTION THREE

THAT, the City of Celina does agree to obligate matching funds and/or in-kind service in the amount not to exceed Five Hundred Thousand Dollars (\$500,000.00), upon receipt of grant approval to satisfactorily complete the proposed project and become eligible for reimbursement under the terms and conditions of the LWCF grant program.

SECTION FOUR

THAT, Council declares this to be an emergency measure immediately necessary for the preservation of the public health, safety and welfare, and out of the necessity to meet the November 15, 2021 grant application submittal deadline. NOW, therefore, this Resolution shall take effect and be in force from and after its passage and approval by the Mayor at the earliest period allowed by law.

PASSED this 25<sup>th</sup> day of October, 2021

Jason D. King  
Jason D. King, President of Council

ATTEST:

Joan S. Wurster  
Joan S. Wurster, Clerk of Council

APPROVED October 25, 2021.  
Jeffrey S. Hazel  
Jeffrey S. Hazel, Mayor

APPROVED AS TO FORM:

George Erik Moore  
George Erik Moore, Esq., City Law Director

RESOLUTION 17-21-R

**A RESOLUTION ACCEPTING DONATIONS FROM THE MERCER COUNTY FAIRGROUNDS INC, OSGOOD BANK, AND C-TOWN WINGS TO THE CELINA FIRE DEPARTMENT AND FROM C-TOWN WINGS TO THE CELINA POLICE DEPARTMENT.**

WHEREAS, the Mercer County Fairgrounds, Inc has generously offered a monetary donation of Two Thousand Dollars (\$2,000.00) to the Celina Fire Department; and

WHEREAS, the Osgood Bank has generously offered a monetary donation of One Hundred Dollars (\$100.00) to the Celina Fire Department in memory of Gary, Todd and Brad Wuebker as part of their way of honoring those that bravely responded to the Wuebker Farm Accident; and

WHEREAS, the C-Town Wings Restaurant has generously offered a monetary donation of Three Hundred Dollars (\$300.00) to the Celina Fire Department; and

WHEREAS, the C-Town Wings Restaurant has generously offered a monetary donation of Three Hundred Dollars (\$300.00) to the Celina Police Department.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Celina, County of Mercer, State of Ohio.

SECTION ONE

THAT, the Celina City Council gratefully acknowledges and accepts the donation of Two Thousand Dollars (\$2,000.00) from the Mercer County Fairgrounds, Inc to the Celina Fire Department.

SECTION TWO

THAT, the Celina City Council gratefully acknowledges and accepts the donation of One Hundred Dollars (\$100.00) from Osgood Bank to the Celina Fire Department.

SECTION THREE

THAT, the Celina City Council gratefully acknowledges and accepts the donation of Three Hundred Dollars (\$300.00) from C-Town Wings restaurant to the Celina Fire Department.

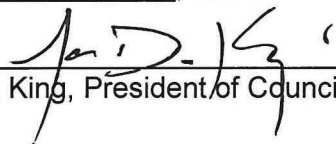
SECTION FOUR

THAT, the Celina City Council gratefully acknowledges and accepts the donation of Three Hundred Dollars (\$300.00) from C-Town Wings restaurant to the Celina Police Department.

SECTION FIVE

NOW, therefore, this Resolution shall take effect and be in force from and after its passage and approval by the Mayor at the earliest period allowed by law.

PASSED this 20 day of December, 2021.

  
\_\_\_\_\_  
Jason D. King, President of Council

ATTEST:

  
\_\_\_\_\_  
Erin B. Heberlie, Clerk of Council

APPROVED December 20, 2021.

  
\_\_\_\_\_  
Jeffrey S. Hazel, Mayor

APPROVED AS TO FORM:

  
\_\_\_\_\_  
George Erik Moore, Esq., City Law Director

RESOLUTION 18-21-R

**A RESOLUTION APPROVING AND RECOMMENDING VINCE J. BARNHART AS THE ACTING CLERK OF COUNCIL OF THE CITY OF CELINA FOR THE NOVEMBER 8, 2021 COUNCIL MEETING, AND DECLARING AN EMERGENCY.**

WHEREAS, there is currently a vacancy in the Council Clerk for the City Council of Celina due to the recent resignation of Ms. Joan Wurster; and

WHEREAS, the Clerk keeps the records of the legislative authority and performs such other duties as required by law, and is an integral part of any legislative body; and

WHEREAS, the Celina Administration recommends to the Celina City Council that Vincent J. Barnhart, the current Engineer Assistant II for the City of Celina, be approved and recommended to the Celina City Council as the Acting Clerk of Council to perform the clerk duties for the November 8, 2021 Council Meeting.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Celina, County of Mercer, State of Ohio.

SECTION ONE

THAT, the Council of the City of Celina, Ohio hereby approves and recommends that Vincent J. Barnhart to be the Acting Clerk of Council to perform the clerk duties for the November 8, 2021 Council Meeting.

SECTION TWO

THAT, this Resolution shall be declared an emergency measure immediately necessary for the preservation of the public peace, safety, and welfare, such emergency arising out of the necessity to ensure that the Clerk's duties are fully and timely performed. Now, therefore, this Resolution shall take effect and be in force from and after its passage and approval by the Mayor at the earliest period allowed by law.

PASSED this 8 day of November, 2021.

Jason D. King  
Jason D. King, President of Council

ATTEST:

Vincent J. Barnhart  
Vincent J. Barnhart, Acting Clerk of Council

APPROVED November 8, 2021.  
Jeffrey S. Hazel  
Jeffrey S. Hazel, Mayor

APPROVED AS TO FORM:

George Erik Moore  
George Erik Moore, Esq., City Law Director

RESOLUTION 19-21-R

**A RESOLUTION APPROVING AND RECOMMENDING ERIN B. HEBERLIE BE EMPLOYED AS THE CLERK OF COUNCIL OF THE CITY OF CELINA, AND DECLARING AN EMERGENCY.**

WHEREAS, there is currently a vacancy in the Council Clerk ("Clerk") position for the City Council of Celina due to the recent resignation of Ms. Joan Wurster; and

WHEREAS, the Clerk keeps the records of the legislative authority ("Council") and performs such other duties as required by law, and is an integral part of any legislative body; and

WHEREAS, pursuant to Ordinance 52-12-O passed by the Celina City Council on December 10, 2012, upon the Council approving and recommending that an individual be employed as the Clerk of Council, the President of Council is authorized, from time to time, to enter into Employment Agreements with any such individual; and

WHEREAS, the President of the Celina City Council recommends to the Celina City Council that Erin B. Heberlie be approved and recommended as the Clerk of Council commencing November 22, 2021.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Celina, County of Mercer, State of Ohio.

SECTION ONE

THAT, the Council of the City of Celina, Ohio hereby approves and recommends that the President of City Council enter into an Employment Agreement with Erin B. Heberlie to retain her services as Clerk of Council, in a form similar to the document which is attached hereto as Exhibit "A", which is fully incorporated herein by reference.

SECTION TWO

THAT, this Resolution shall be declared an emergency measure immediately necessary for the preservation of the public peace, safety, and welfare, such emergency arising out of the necessity to ensure that the Clerk's duties are fully and timely performed. Now, therefore, this Resolution shall take effect and be in force from and after its passage and approval by the Mayor at the earliest period allowed by law.

PASSED this 8 day of November, 2021.

Jason D. King  
Jason D. King, President of Council

ATTEST:

Vincent J. Barnhart  
Vincent J. Barnhart, Acting Clerk of Council

APPROVED November 8, 2021.  
Jeffrey S. Hazel  
Jeffrey S. Hazel, Mayor

APPROVED AS TO FORM:

George Erik Moore  
George Erik Moore, Esq., City Law Director

CELINA CITY CLERK OF COUNCIL  
EMPLOYMENT AGREEMENT WITH  
ERIN B. HEBERLIE

THIS EMPLOYMENT AGREEMENT was made and entered into this \_\_\_\_ day of \_\_\_\_\_, 20\_\_ by and between the City of Celina, Ohio Council, acting by and through its President, and Erin B. Heberlie, for the purpose of establishing the annual salary and duties for the position of Celina City Clerk of Council.

WHEREAS, the President of the Celina City Council (hereinafter "Council") is authorized by Celina City Council to enter into this Employment Agreement with Erin B. Heberlie (hereinafter "Council Clerk") for the position of the Celina City Clerk of Council.

NOW, THEREFORE, BE IT AGREED BETWEEN THE CELINA CITY COUNCIL AND ERIN B. HEBERLIE:

SECTION ONE. This Agreement shall remain in full force and effect from November 22, 2021 until terminated by the Council or the Council Clerk.

SECTION TWO. That, Erin B. Heberlie is being appointed in an "at-will position" as the Clerk of Council for the City of Celina; and

SECTION THREE. That, Council agrees to pay the Council Clerk an annual salary of Four Thousand Five Hundred Dollars (\$4,500.00) to be paid in monthly installments, on a pro-rata basis with any other individual who has served or may serve as Council Clerk during the year 2021, commencing November 22, 2021 in accordance with the Ordinance 46-12-O passed by Celina City Council December 10, 2012.

SECTION FOUR. That, the Council Clerk's duties are attached hereto as Exhibit "1" and incorporated herein by reference.

SECTION FIVE. That, as the Council Clerk is an appointed, at-will position, should the Council Clerk choose to resign, the Council Clerk shall give a Sixty Day (60) notice of resignation to the Council.

SECTION SIX. That, this Agreement shall remain in force and effect from November 22, 2021 until terminated by the Council or the Council Clerk.

\_\_\_\_\_  
(Clerk of Council)

\_\_\_\_\_  
Jason D. King, President of Council

Approved as to Form:

\_\_\_\_\_  
George Erik Moore, Esq., City Law Director

CELINA CITY CLERK OF COUNCIL  
EMPLOYMENT AGREEMENT WITH  
ERIN B. HEBERLIE

THIS EMPLOYMENT AGREEMENT was made and entered into this \_\_\_\_ day of \_\_\_\_\_, 20\_\_ by and between the City of Celina, Ohio Council, acting by and through its President, and Erin B. Heberlie, for the purpose of establishing the annual salary and duties for the position of Celina City Clerk of Council.

WHEREAS, the President of the Celina City Council (hereinafter "Council") is authorized by Celina City Council to enter into this Employment Agreement with Erin B. Heberlie (hereinafter "Council Clerk") for the position of the Celina City Clerk of Council.

NOW, THEREFORE, BE IT AGREED BETWEEN THE CELINA CITY COUNCIL AND ERIN B. HEBERLIE:

SECTION ONE. This Agreement shall remain in full force and effect from November 22, 2021 until terminated by the Council or the Council Clerk.

SECTION TWO. That, Erin B. Heberlie is being appointed in an "at-will position" as the Clerk of Council for the City of Celina; and

SECTION THREE. That, Council agrees to pay the Council Clerk an annual salary of Four Thousand Five Hundred Dollars (\$4,500.00) to be paid in monthly installments, on a pro-rata basis with any other individual who has served or may serve as Council Clerk during the year 2021, commencing November 22, 2021 in accordance with the Ordinance 46-12-O passed by Celina City Council December 10, 2012.

SECTION FOUR. That, the Council Clerk's duties are attached hereto as Exhibit "1" and incorporated herein by reference.

SECTION FIVE. That, as the Council Clerk is an appointed, at-will position, should the Council Clerk choose to resign, the Council Clerk shall give a Sixty Day (60) notice of resignation to the Council.

SECTION SIX. That, this Agreement shall remain in force and effect from November 22, 2021 until terminated by the Council or the Council Clerk.

\_\_\_\_\_  
(Clerk of Council)

\_\_\_\_\_  
Jason D. King, President of Council

Approved as to Form:

\_\_\_\_\_  
George Erik Moore, Esq., City Law Director

## Duties of the Clerk of the Celina City Council

Effective November 22, 2021

### **I. General Duties**

The Clerk of Celina City Council ("clerk") shall keep the records of the legislative authority and perform such other duties as are required by Ordinance or Resolution.

The clerk shall notify the Mercer County Board of Elections of all vacancies caused by death, resignation, or otherwise in the elective offices of the City of Celina. Such notification shall be made in writing and filed not later than ten (10) calendar days after the vacancy occurs with the Mercer County Board of Elections.

The clerk shall notify the Mercer County Board of Elections of all changes in the boundaries of the City of Celina. Such notification shall be made in writing and contain a plat clearly showing all boundary changes be filed with the Mercer County Board of Elections within thirty (30) calendar days after such change occurs.

### **II. Specific Duties**

#### **A. Duties prior to each Regular Council Meeting:**

- a. By no later than 9:00 a.m. on Thursday before a Regular Council Meeting:
  - i. Pick up agenda materials from City Administrative Assistant at the Celina Administration Building (225 N. Main Street Celina, Ohio 45822).
  - ii. Type agenda for Monday's Regular Council Meeting.
- b. By no later than noon on that same Thursday before a Regular Council Meeting:
  - i. Provide a copy (via email) of the agenda to the Administrative Assistant, who will make necessary copies for distribution.
  - ii. Provide a copy (via email) of the minutes to the Administrative Assistant from the previous Council Meetings (including Regular Meetings, Special Meetings, Emergency Meetings, and Committee Meetings), who will make the necessary copies for distribution.
- c. If the Administrative Assistant is not able to get the packets ready for distribution on a Friday prior to a Council Meeting you will need to complete the packets. (Administrative Assistant will provide training on how packets are put together.)

#### **B. Duties for all Meetings of Council**

- a. Arrive fifteen minutes prior to the scheduled start time of the scheduled meetings.
- b. Take minutes of all Council of the Whole Meetings (except for executive sessions), Committee Meetings, Sub-Committee Meetings, and any other official meetings of the Council.
- c. Obtain signatures of Council President, Mayor, and City Law Director on any legislation passed that evening (exception: If a piece of legislation is amended, the clerk will need to first amend the original copy before signatures are obtained.)
- d. Clean up tables after meeting.



**C. Duties after all Meetings of Council**

- a. Before noon on the Tuesday following the meeting email to the Daily Standard a list of legislative action passed (titles only).
- b. Email Administrative Assistant and advise as to what legislation was passed and/or was amended.
- c. Email Administrative Assistant and advise as to any Committee Meetings, Special Meetings, and the like, which Council has scheduled.
- d. File the "Clerk Copies" of passed legislation in the clerk's file (8.5" x 11"). File the second original copy (8.5" x 11") (double folded with the title of the legislation and legislative number typed on the outside) with the Administration Office for placement in the legislative vault. File the third original copy (8.5" x 14"), or as otherwise modified in the future) in a binder provided by the Administrative Assistant. (All three of these copies of the legislation contain original signatures.) (This procedure applies to both Ordinances and Resolutions.)
- e. On the original (largest) copy of the Ordinance or Resolution, type the following:

I, \_\_\_\_\_ (name), Clerk of Council of the City of Celina, Ohio hereby certify that the foregoing is a true and accurate copy of \_\_\_\_\_ (Ordinance number or Resolution number) passed by Council on \_\_\_\_\_ (date) and approved by the Mayor on \_\_\_\_\_ (date), and which was duly published according to the law in the Daily Standard on \_\_\_\_\_ (date), and \_\_\_\_\_ (date).

\_\_\_\_\_  
(Name), Clerk of Celina City Council

\_\_\_\_\_  
Date

- f. The clerk will check the Daily Standard for printed notice of passage of Ordinances and Resolutions. Ordinances and Resolutions need to be published twice by title only. (The dates published can be entered later since the Auditor receives a copy of the affidavit from the Daily Standard. The date of legislation passed will be different for each meeting.)
- g. After the minutes are read and approved by the Council, type a copy upon 8.5" x 14") paper for the binder. Type at the end of the minutes:

\_\_\_\_\_  
(Name), Council President

\_\_\_\_\_  
(Name), Clerk of Celina City Council

I, \_\_\_\_\_ (name), Clerk of Council of the City of Celina, Ohio, hereby certify that the foregoing is a true and correct copy of the minutes of \_\_\_\_\_ (date) and were approved by Council on \_\_\_\_\_ (date).

\_\_\_\_\_  
(Name), Clerk of Celina City Council

- h. Prepare a Certificate of Compliance of each meeting for the City Law Director to sign. Store in clerk's file. An example is as follows:

CERTIFICATE OF COMPLIANCE WITH ORDINANCE NUMBER 3-76-O, AN ORDINANCE ESTABLISHING AND ADOPTING RULES TO PROVIDE FOR NOTIFICATION OF MEETINGS OF PUBLIC BODIES OF THE CITY OF CELINA, OHIO, TO THE PUBLIC AND THE NEWS MEDIA.

I, \_\_\_\_\_ (name), Clerk of Council of the City of Celina, Ohio, do hereby certify that I have, to the best of my knowledge, fully complied with Rules of Notification for this meeting of the Council of the City of Celina, Ohio, held this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Signed \_\_\_\_\_ (name), Clerk of Council

STATE OF OHIO)  
 ) SS:  
MERCER COUNTY)

BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY, PERSONALLY APPEARED THE ABOVE NAMED \_\_\_\_\_ (NAME), KNOWN TO ME TO BE THE PARTY DESCRIBED HEREIN AND WHO EXECUTED THE SAME OF HER OWN FREE ACT AND DEED, FOR THE USES AND PURPOSES HEREIN MENTIONED.

IN WITNESS WHEREOF, I HAVE HEREUNTO SUBSCRIBED MY HAND AND AFFIXED MY OFFICAL SEAL AT CELINA, OHIO, THIS \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
(name), City Law Director  
Notary Public

- i. Liquor Control requests are to be placed on the agenda for the next meeting. The required date the form is required to be returned to the Ohio Department of Liquor Control is listed upon each such item. After (if) approval by the Council, sign, date and copy the form. Mail the original back to the Ohio Department of Liquor Control, and keep a copy in the clerk's file for records purposes.
- j. If items need certified and sealed, unless these pages are provided by the State of Ohio, the clerk shall use the Mayor's Seal (which is stored in the Administrative Assistant's Office) and the clerk will type a certification page, in a form as follows, as appropriate for the particular need:

#### CERTIFICATE

The undersigned certifies that the foregoing is a true and correct Copy of Ordinance No. \_\_\_\_\_ adopted by the Council of the City of Celina, Ohio on \_\_\_\_\_.

\_\_\_\_\_  
Date

\_\_\_\_\_  
(name), Clerk of Council

RECEIPT

The undersigned hereby acknowledges receipt of a certified copy of the foregoing Ordinance.

\_\_\_\_\_  
Date

\_\_\_\_\_  
(name), Clerk of Council

-Or-

CERTIFICATE OF COPY  
STATE OF OHIO

The City of Celina Mercer County, Ohio

I, \_\_\_\_\_ (name), as Clerk of the City of Celina, Ohio, do hereby certify that the foregoing is a true and correct copy of \_\_\_\_\_ (Ordinance/Resolution), adopted by the legislative Authority of the said City of Celina on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, that the publication of such Ordinance/Resolution has been made and certified of record according to law.

IN WITNESS WHEREOF, I have hereunto subscribed my name this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
(name), Clerk of Council  
City of Celina, Ohio

\*If the clerk's signature is required on letters, you will receive a call from the Safety-Service Director Office.

RESOLUTION 20-21-R

A RESOLUTION ACCEPTING A DONATION FROM PRINCESS SUE HESS TO THE CELINA POLICE DEPARTMENT.

WHEREAS, Princess Sue Hess has generously offered a monetary donation of Two Hundred Dollars (\$200.00) to the Celina Police Department.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Celina, County of Mercer, State of Ohio.

SECTION ONE

THAT, the Celina City Council gratefully acknowledges and accepts the donation of Two Hundred Dollars (\$200.00) from Princess Sue Hess to the Celina Police Department.

SECTION TWO

NOW, therefore, this Resolution shall take effect and be in force from and after its passage and approval by the Mayor at the earliest period allowed by law.

PASSED this 20<sup>th</sup> day of December, 2021.

  
\_\_\_\_\_  
Jason D. King, President of Council

ATTEST:

  
\_\_\_\_\_  
Erin B. Heberlie, Clerk of Council

APPROVED December 20, 2021.

  
\_\_\_\_\_  
Jeffrey S. Hazel, Mayor

APPROVED AS TO FORM:

  
\_\_\_\_\_  
George Erik Moore, Esq., City Law Director

RESOLUTION 21-21-R

A RESOLUTION ACCEPTING A DONATION FROM AN ANONYMOUS DONOR TO THE CELINA POLICE DEPARTMENT.

WHEREAS, an Anonymous Donor has generously offered a monetary donation of Three Hundred Dollars (\$300.00) to the Celina Police Department.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Celina, County of Mercer, State of Ohio.

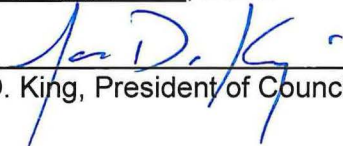
SECTION ONE

THAT, the Celina City Council gratefully acknowledges and accepts the donation of Three Hundred Dollars (\$300.00) from an Anonymous Donor to the Celina Police Department.

SECTION TWO

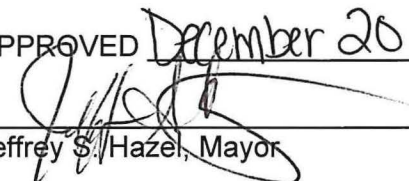
NOW, therefore, this Resolution shall take effect and be in force from and after its passage and approval by the Mayor at the earliest period allowed by law.

PASSED this 20<sup>th</sup> day of December, 2021.

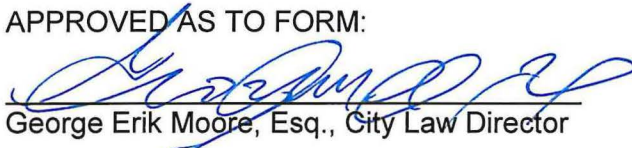
  
\_\_\_\_\_  
Jason D. King, President of Council

ATTEST:

  
\_\_\_\_\_  
Erin B. Heberlie, Clerk of Council

APPROVED December 20, 2021.  
  
\_\_\_\_\_  
Jeffrey S. Hazel, Mayor

APPROVED AS TO FORM:

  
\_\_\_\_\_  
George Erik Moore, Esq., City Law Director

RESOLUTION 22-21-R

A RESOLUTION ACCEPTING A DONATION FROM THE JERRY ANDREW FUND TO THE CELINA PARK AND RECREATION DEPARTMENT TO ADD PICKLE BALL COURTS.

WHEREAS, The Jerry Andrew Fund has generously offered a monetary donation of Thirty Thousand Dollars (\$30,000.00) to the Celina Park and Recreation Department to add Pickle Ball Courts.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Celina, County of Mercer, State of Ohio.

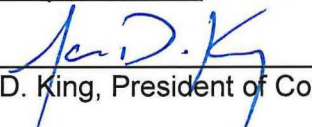
SECTION ONE

THAT, the Celina City Council gratefully acknowledges and accepts the donation of Thirty Thousand Dollars (\$30,000.00) from The Jerry Andrew Fund to the Celina Park and Recreation Department.

SECTION TWO


NOW, therefore, this Resolution shall take effect and be in force from and after its passage and approval by the Mayor at the earliest period allowed by law.

PASSED this 20<sup>th</sup> day of December, 2021.

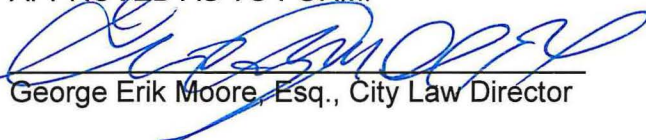
  
\_\_\_\_\_  
Jason D. King, President of Council

ATTEST:

  
\_\_\_\_\_  
Erin B. Heberlie, Clerk of Council

APPROVED December 20, 2021.  
  
\_\_\_\_\_  
Jeffrey S. Hazel, Mayor

APPROVED AS TO FORM:

  
\_\_\_\_\_  
George Erik Moore, Esq., City Law Director